Austin Byrd Coaching Policy

Room 2M-133

abyrd2@mtsac.edu (909) 274-6615 (landline only)

Scheduling - https://calendly.com/austinbyrdmusic/

Each student may sign up for **one** 15 minute session with me per week for individual coaching. Once signed up, you will receive an email with the date and time of your session, along with links to reschedule or cancel if needed. Please put these sessions in your calendar **right away**.

Please note that these sessions are not only for workshopping your songs! These sessions can be used to work on improvisation, arranging, composing, theory, or anything else music or life related. I am here to support and help you in any way I can!

Attendance

If you sign up, **please show up**. Part of your education at Mt. SAC is learning how to be a professional.

I understand things happen – if you need to reschedule or cancel, send me an email/Slack message/use the links in the email you received, and **specify the reason for rescheduling or canceling**. Effective communication is essential for success in your life and career!

No call no shows will be recorded and sent to your professor, who will dock points off your grade as they see fit. Refer to the syllabus of your classes for their policy on this matter.

Professionalism

A few bullet points on what I expect from students who will be working with me:

- **Sick? Reschedule or cancel.** My office is a confined space and I see many students throughout the week.
- **Send me your music at least 24 hours in advance.**
- **Communicate!** If something happens the day of your session and you can't make it or are running late, **let me know.** If I don't hear from you and you miss your session it will count as a no call no show.
- **Do not schedule your first session with a new song the same day as your performance.** I will not perform with you in class if you wait until the last minute to rehearse. Plan ahead!

Music

I use an iPad for reading music – send me **PDFs only**. I will not accept JPEGs or other image files as I am unable to easily turn pages or make notes on image files. **Your music does not have to be perfect!** Part of the coaching process is learning what rhythm

section players expect to see on your lead sheets/charts, and I am here to help you revise your charts as needed so they are easy to read and accurate – not just for me, but for anyone else that you may perform with outside of school!

Questions?

Feel free to reach out or swing by my office any time. I am here for you!