

**DIRECTOR CERTIFICATION PROGRAM
SKILL AREA 3 EVALUATION
ORGANIZATIONAL KNOWLEDGE & DIRECTOR RESOURCES**

Participant's Name Dennis French
Chapter Nashville Chorus Date 6/14/14
Classification: Director/Co-director _____ Assoc/Asst. dir. _____ Candidate ☒

Instructions to Participant:

Write the letter corresponding to the item in the list below that correctly matches each of the numbered descriptions that follow. No term is used more than once.

- | | |
|--|--|
| A. Worldwide Liaison | J. Prospective Chapter Supervisor |
| B. Education Coordinator | K. <i>The Pitch Pipe</i> |
| C. Coronet Club | L. Directors' Coordinator |
| D. 2 | M. 3 |
| E. International Board of Directors | N. The quantity you've paid for |
| F. Leadership Development Committee | O. The quantity you need |
| G. Education Direction Committee | P. Copyright holders |
| H. Membership Coordinator | Q. Music Services Department |
| I. Music Education Committee | R. Arrangers |

- E 1. The governing body of Sweet Adelines International
- ~~X~~ I 2. Who is responsible for overseeing the musical excellence of the region?
- ~~X~~ ~~A~~ B 3. Who is responsible for supervising and evaluating both the musical and educational programs of Sweet Adelines International?
- Q 4. Whom would you contact to determine if an arrangement has been copyright cleared? •
- M 5. A chapter must compete at least once every ____ years in order to renew its charter.
- ~~Q~~ H 6. One of the two elected members of the Regional Management Team.
- N 7. For a Ready, Set...Grow program, how many copies of music may you make for those attending?
- P 8. The primary intent of copyright laws is to protect _____.
- K 9. What is the name of the official publication of Sweet Adelines International?
- ~~X~~ J 10. Who is responsible for supervising the internal development of prospective chapters in the region?

Fill in the blanks:

11. The purpose of Sweet Adelines International is to further educate
its members in the singing of Barbershop Style
- X 12. What is the name of the International President? Renee Pangel (spelling?)
- X 13. What is your Communications Coordinator's name? _____
14. What is your ED's name? Jan Cooke
- X 15. What is your Events Coordinator's name? _____
16. What is the name of the international program designed to introduce young women to the barbershop art form? Young Women in Harmony
17. Of the eight regional leaders, to whom would you go for:
- a. approval of chapter standing rules? Team Leader
 - b. help in finding a coach? Education
 - c. help with membership retention? Membership

Participant: Leave the rest of this page blank.

14 total points (Each correct answer is worth 1 point.)

Divide total points by 2 = 7 TOTAL SCORE (maximum 10)

Evaluator Saturnia Allen Date 6/15/14

ED Signature _____ Date _____

**DIRECTOR CERTIFICATION PROGRAM
SKILL AREA 5 EVALUATION — PART 2
MANAGEMENT SKILLS**

Participant's Name Denise French
Chapter Metro Nashville Chorus Date 9/26/14
Classification: Director/Co-director _____ Assoc/Asst. dir. _____ Candidate ☒
Skill Area 5 Evaluation — Part 2 is to be completed by all classifications.

Instructions to participant:

Write a brief response to each question. Each question is worth 5 points.

1. List five (5) ways you could assist your director if you were an associate/assistant director of a 40-voice chorus.

Rehearsals
Vocal Production
Sectionals
Performances (directing)
teaching new music

2. Describe how you would develop an effective music team if you were the director of a 65-voice chorus.

By selecting strong members of each section. People who have learned their music quickly & correctly & have leadership traits.

3. What are the key ingredients of a good working relationship between the chorus director and board of directors?

Communication & the direction the director wants the chorus to go.
open meetings that the director knows she can attend.

4. Briefly describe the two different types of chapter administration:
(1) Board of Directors and (2) Integrated Chapter Management.

Board of Directors are elected by the chorers. Director is not on the board.

Chapter management has chairs & sub committees and the director is a member of the management team.

Board of directors vote with majority rule
Chapter uses consensus.

5. Describe the differences and/or similarities in the director's role in each type of chapter administration.

Director is not a member of the board but she/he is a working member of the management team and has a say in things.

25 total points

Divide total points by 5 = 5 TOTAL SCORE, PART 2 (maximum 5)

Evaluator Lataek Green Date 9/28/14

ED Signature _____ Date _____

**DIRECTOR CERTIFICATION PROGRAM
SKILL AREA 6 EVALUATION
JUDGING CATEGORIES & COMPETITION**

Participant's Name Denise French
Chapter Metropolitan Nashville Area Date 6/14/14
Classification: Director/Co-director _____ Assoc/Asst. dir. _____ Candidate ☒

Instructions to participant:

Write the correct answer in each blank. Each answer worth four (4) points, except where noted.

- X1. In the sound category, 60 % of your score relates to artistic sound.
- X2. In the music category, 60 % of your score has to do with the arrangement.
- X3. In the expression category, technical elements and artistic interpretive plan accounts for 75 % of your score.
4. In the showmanship category, 70% of your score is focused on presentation
- X5. Describe the importance of unity and how it relates to *each* category.
It all begins with sound and how the group delivers that sound. Unity is the vehicle that makes Barbershop the artform that it is.
6. The total points available for a two-song performance in a regional competition is 800.
7. List two ways a director might detract from the visual performance as described in the showmanship category. (Each part worth 4 points.)
a. Over directing
X b. _____
8. How many categories are affected by harmony accuracy? all
9. Which category scoresheet has a picture of the barbershop cone? Sound
10. In case of a tie score, the score in the Sound category breaks the tie.
11. Who is the only judge evaluating how a chorus takes pitch? Shannon Ship

12. Describe the major identifying characteristics of the barbershop sound as it differs from other types of vocal music.
- Sung as a unit with Bass being very present. Lead is generally the melody line*
13. List at least three elements necessary to create the barbershop "lock and ring." (Each part worth 4 points.)
- open & sustained vowels*
 - Correct pitch*
 - the Cane*
14. List the three types of lyrics that are unacceptable in competition and subject to penalty. (Each part worth 4 points.)
- Religious*
 - Patriotic*
 - unlabeled*
15. List at least three aspects of an arrangement to be considered when selecting a competition song for your chorus. (Each part worth 4 points.)
- Ranginess*
 - difficulty*
 - style - Barbershoppy-ness ☺*
16. List at least three elements that impede the forward motion in musical phrasing. (Each part worth 4 points.)
- Breath support*
 - Stamina*
 - X*

Participant: Leave the rest of this page blank.

88 total points (maximum 100 total points)

Divide total points by 10 = 8.8 TOTAL SCORE (maximum 10)

Evaluator Sarah Allen Date 6/15/14
ED Signature _____ Date _____

**DIRECTOR CERTIFICATION PROGRAM
SKILL AREA 7 EVALUATION
VOCAL PRODUCTION**

Participant's Name Devin French
Chapter Metro Nashville Chorus Date 6/14/14
Classification: Director/Co-director _____ Assoc/Asst. dir. _____ Candidate ✓

Instructions to participant:

Write the letter of the correct answer in each blank.

- X A 1. When we are not singing or speaking, the vocal cords are open. We refer to the space between them as the:
a. epiglottis b. larynx c. soft palate
d. glottis e. cricoids
- X b 2. The primary resonator in the human voice is the:
a. hyoid bone b. larynx c. pharynx
d. diaphragm e. external and internal intercostals
- A 3. In singing, muscles that interfere with vocal freedom are the _____ muscles.
a. swallowing b. abdominal c. intercostals
d. diaphragm e. sternum
- b 4. For proper resonance, the _____ must be lifted.
a. vocal cords b. soft palate c. intercostals
d. larynx e. diaphragm
- X d 5. The "lid" that closes off the windpipe when we swallow is called the:
a. cricoid cartilage b. epiglottis c. glottis
d. sphincter e. soft palate
- X A 6. Amplification of the voice is called:
a. phonation b. articulation c. vibrato
d. resonance e. harmonics
- d 7. Muscles that are *not* involved in breathing include:
a. intercostals b. diaphragm c. epigastrium
d. mylohyoid e. abdominal

- A 8. Proper phonation is achieved by lifting the:
- a. abdominal muscles b. jaw c. phrenic nerve
 - d. larynx e. epiglottis

- X d 9. Closure of the vocal cords is called:
- a. resonance b. articulation c. relaxation
 - d. interference e. approximation

- C 10. For correct vocal production the _____ must be relaxed and free.
- a. intercostal muscles b. vagus nerve c. jaw
 - d. hyoid bone e. sternum

- b 11. Every sound that is produced, no matter what the source, must have three elements: an actuator, a _____ and a resonator suitable to the frequency or pitch produced.
- a. articulator b. vibrator c. reflex action
 - d. approximator e. transmitter

- d 12. Vowels are formed primarily with the:
- a. jaw b. soft palate c. vocal cords
 - d. tongue e. cheek muscles

- A 13. Intercostal muscles are the muscles that control the:
- a. ribcage expansion b. diaphragm c. abdominal lift
 - d. shoulders e. vocal cords

- X C 14. Which of the following is *not* an articulator?
- a. lips b. tongue c. jaw
 - d. teeth e. hard palate

- X c 15. The vocal cords are attached to the:
- a. soft palate b. hyoid bone c. pharynx
 - d. epiglottis e. thyroid cartilage

- A 16. The "middle voice" is used for producing tones:
- a. between middle C and the C an octave higher
 - b. below middle C
 - c. above middle C

- b 17. The area of the pharynx that is closed by the soft palate is the:
- a. laryngo-pharynx b. naso-pharynx c. oro-pharynx

- X — 18. The ventricular bands are:
a. vocal cords b. false vocal cords c. tongue muscles
d. jaw muscles e. transverse abdominal muscles
- C 19. The part of the body not involved in the swallowing mechanism is the:
a. jaw b. tongue c. diaphragm
d. lips e. larynx
- X A 20. Proper posture for singing is an upright stance with body weight primarily:
a. on the outside (downstage) foot
b. on the heels with the legs relaxed
c. forward on the balls of the feet

Participant: Leave the rest of this page blank.

11 total points (maximum 20 total points)

Divide total points by 2 = 5.5 TOTAL SCORE (maximum 10)

Evaluator Tatiana K. Allen Date 6/15/14

ED Signature _____ Date _____

**DIRECTOR CERTIFICATION PROGRAM
SKILL AREA 7 EVALUATION
VOCAL PRODUCTION**

Participant's Name Danica French
Chapter Metro Nashville Chorus Date 9/26/14
Classification: Director/Co-director _____ Assoc/Asst. dir. _____ Candidate ☒

Instructions to participant:

Write the letter of the correct answer in each blank.

- d 1. When we are not singing or speaking, the vocal cords are open. We refer to the space between them as the:
a. epiglottis b. larynx c. soft palate
d. glottis e. cricoids
- C 2. The primary resonator in the human voice is the:
a. hyoid bone b. larynx c. pharynx
d. diaphragm e. external and internal intercostals
- A 3. In singing, muscles that interfere with vocal freedom are the _____ muscles.
a. swallowing b. abdominal c. intercostals
d. diaphragm e. sternum
- b 4. For proper resonance, the _____ must be lifted.
a. vocal cords b. soft palate c. intercostals
d. larynx e. diaphragm
- b 5. The "lid" that closes off the windpipe when we swallow is called the:
a. cricoid cartilage b. epiglottis c. glottis
d. sphincter e. soft palate
- d 6. Amplification of the voice is called:
a. phonation b. articulation c. vibrato
d. resonation e. harmonics
- d 7. Muscles that are *not* involved in breathing include:
a. intercostals b. diaphragm c. epigastrium
d. mylohyoid e. abdominal

- A 8. Proper phonation is achieved by lifting the:
a. abdominal muscles b. jaw c. phrenic nerve
d. larynx e. epiglottis
- d 9. Closure of the vocal cords is called:
a. resonation b. articulation c. relaxation
d. interference e. approximation
- C 10. For correct vocal production the _____ must be relaxed and free.
a. intercostal muscles b. vagus nerve c. jaw
d. hyoid bone e. sternum
- b 11. Every sound that is produced, no matter what the source, must have three elements: an actuator, a _____ and a resonator suitable to the frequency or pitch produced.
a. articulator b. vibrator c. reflex action
d. approximator e. transmitter
- a 12. Vowels are formed primarily with the:
a. jaw b. soft palate c. vocal cords
d. tongue e. cheek muscles
- b 13. Intercostal muscles are the muscles that control the:
a. ribcage expansion b. diaphragm c. abdominal lift
d. shoulders e. vocal cords
- C 14. Which of the following is *not* an articulator?
a. lips b. tongue c. jaw
d. teeth e. hard palate
- b 15. The vocal cords are attached to the:
a. soft palate b. hyoid bone c. pharynx
d. epiglottis e. thyroid cartilage
- C 16. The "middle voice" is used for producing tones:
a. between middle C and the C an octave higher
b. below middle C
c. above middle C
- BC 17. The area of the pharynx that is closed by the soft palate is the:
a. laryngo-pharynx b. naso-pharynx c. oro-pharynx

- e 18. The ventricular bands are:
a. vocal cords b. false vocal cords c. tongue muscles
d. jaw muscles e. transverse abdominal muscles
- C 19. The part of the body not involved in the swallowing mechanism is the:
a. jaw b. tongue c. diaphragm
d. lips e. larynx
- b 20. Proper posture for singing is an upright stance with body weight primarily:
a. on the outside (downstage) foot
b. on the heels with the legs relaxed
c. forward on the balls of the feet

Participant: Leave the rest of this page blank.

11 total points (maximum 20 total points)

Divide total points by 2 = 5.5 TOTAL SCORE (maximum 10)

Evaluator Natalie Allen Date 9/28/14
ED Signature _____ Date _____

#8/12

DIRECTOR CERTIFICATION PROGRAM **SKILL AREA 8 EVALUATION — PART 2** **COMMUNICATION SKILLS**

Participant's Name Denise French
 Chapter Metro Nashville Chorus Date 9/26/14
 Classification: Director/Co-director _____ Assoc/Asst. dir. _____ Candidate ☒
 Skill Area 8 Evaluation — Part 2 is to be completed by all classifications.

Instructions to participant:

Write a brief response to each question.

1. List five (5) ways a Sweet Adelines International director can communicate effectively with the chorus. (5 points possible)

- Positive feed back during rehearsals.
- Cards sent to members during special occasions or before contest. ☺
- Emails to Chorus
- Call to members for things important to them. • I think & smile smile communicated tons effectively!

2. An individual member consistently makes singing errors and is upsetting to those around her. What communication skills would you utilize in handling this problem? (3 points possible)

I would get with her before or after chorus and volunteer to work together to "correct" (I would say that we were going to work on "unity" of a section of music together). -not making her feel bad but encouraged.

3. As a director of a 40-voice chorus, what communication skills would you use to help an insecure assistant director become more confident? (2 points possible)

Give responsibility to direct a song.
 Direct a performance
 Perform vocal production.
 Learn & teach a song to chorus.

Participant: Leave the rest of this page blank.

8 total points

Divide total points by 2 = 4 TOTAL SCORE, PART 2 (maximum 5)

Evaluator Loreen Allen Date 9/28/14

ED Signature _____ Date _____

#10 part 2

**DIRECTOR CERTIFICATION PROGRAM
SKILL AREA 10 EVALUATION — PART 2
REHEARSAL PLANNING & IMPLEMENTATION**

Participant's Name Denise French
Chapter Metro Nashville Chorus Date 6/12/15
Skill Area 10 Evaluation — Part 2 is to be completed by all classifications.
Classification: Director/Co-director _____ Assoc/Asst. dir. _____ Candidate X

Instructions to participant:

The time is six weeks before regional competition and three months before the annual chapter show. The chorus is competing. Write your plan for one regularly scheduled, three-hour evening rehearsal.

6:25- physical warmups
6:30 - ~~6:50~~ - Vocal warm ups and vocal instruction
6:50 - 7:00 - guest introductions
7:00 - 7:45 rep songs + singing opportunities.
7:45 - 8:00 - Section work on contest up tune
with focus on trouble spots.
8:00 - 8:35 - Chorus review for areas that need help
8:15 - 9:15 - run set of Contest set 3 times -
9:15 - 9:30 - announcements / chorus business

9:30 - 11:00 after glow ☺

(Possible points = 5)

5 TOTAL SCORE, PART 2 (maximum 5)

Evaluator

Latacie Allen

Date

6/15/15

ED Signature

Date