

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

Participant's Name

Chapter

Classification: Director/Co-director

Assoc/Asst. dir.

Date

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

B. Education Coordinator

C. Coronet Club

D. 2

~~E. International Board of Directors~~

F. Leadership Development Committee

~~G. Education Direction Committee~~

H. Membership Coordinator

I. Music Education Committee

J. Prospective Chapter Supervisor

~~K. The Pitch Pipe~~

L. Directors' Coordinator

~~M. 3~~

N. The quantity you've paid for

~~O. The quantity you need~~

~~P. Copyright holders~~

Q. Music Services Department

~~R. Arrangers~~

E

1. The governing body of Sweet Adelines International

B

2. Who is responsible for overseeing the musical excellence of the region?

G

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.

H

6. One of the two elected members of the Regional Management Team.

O

7. For a Ready, Set...Grow program, how many copies of music may you make for those attending?

R

8. The primary intent of copyright laws is to protect ____.

K

9. What is the name of the official publication of Sweet Adelines International?

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 Support
its members in the singing of 4 part harmony - Barbershop
12. What is the name of the International President? Paula Davis
13. What is your Communications Coordinator's name? _____
14. What is your ED's name? ~~Bea Miller~~ - Natalie Allen
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? Membership Coordinator
 - b. help in finding a coach? Music Education
 - c. help with membership retention? Membership coordinator

Participant: Leave the rest of this page blank.

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

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

Evaluator _____ Date _____
ED Signature _____ Date _____

#3 redo

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

Participant's Name Stephanie Jones
Chapter Time Town Show Date 9/9/16
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
- B. Education Coordinator
- C. Coronet Club
- D. 2
- ☒ E. International Board of Directors
- F. Leadership Development Committee
- ☒ G. Education Direction Committee
- H. Marketing/Membership Coordinator
- I. Music Education Committee

- J. Prospective Chapter Supervisor
- ☒ K. *The Pitch Pipe*
- L. Directors' Coordinator 2
- ☒ M. 3
- N. The quantity you've paid for
- ☒ O. The quantity you need
- P. Copyright holders
- ☒ Q. Music Services Department
- R. Arrangers

- E 1. The governing body of Sweet Adelines International
- B 2. Who is responsible for overseeing the musical excellence of the region?
- G 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.
- L 6. One of the three elected members of the Regional Management Team.
- O 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?
- H 10. Who is responsible for supervising the internal development of prospective chapters in the region?

5/5008

Fill in the blanks:

11. The purpose of Sweet Adelines International is to educate advancing the art form
its members in the singing of Barbershop Harmony
12. What is the name of the International President? Paula Davis
13. What is your Communications/Technology Coordinator's name? Bethany Galt
14. What is your ED's name? Natalie Allen
15. What is your Events Coordinator's name? Jamie Kamen
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? Communications Coordinator
 - b. help in finding a coach? ED Coordinator or Director Coordinator
 - c. help with membership retention? Membership Coordinator

Participant: Leave the rest of this page blank.

18 total points (each response is worth 1 point)

Divide total points by 2 = 9 TOTAL SCORE (maximum 10)

Evaluator DBringman Date 7/9/16
ED Signature _____ Date _____

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

Participant's Name

Chapter

Classification:

Stephanie Jones

Date

Candidate

Tunetown

8/15/16

Director/Co-director _____
Assoc/Asst. dir. _____

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. resonance e. harmonics
- D 7. Muscles that are *not* involved in breathing include:
a. intercostals b. diaphragm c. epigastrium
d. mylohyoid e. abdominal

3
A 8?

8. Proper phonation is achieved by lifting the:

- a. abdominal muscles b. jaw c. phrenic nerve
- d. larynx e. epiglottis

E

9. Closure of the vocal cords is called: Closure

- 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

C

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

e

15. The vocal cords are attached to the:

- a. soft palate b. hyoid bone c. pharynx
- d. epiglottis e. thyroid cartilage

A
B

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

17. The area of the pharynx that is closed by the soft palate is the:

- a. laryngo-pharynx b. naso-pharynx c. oro-pharynx

B

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

C

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.

18

total points (maximum 20 total points)

Divide total points by 2 = 9 TOTAL SCORE (maximum 10)

Evaluator _____ Date _____

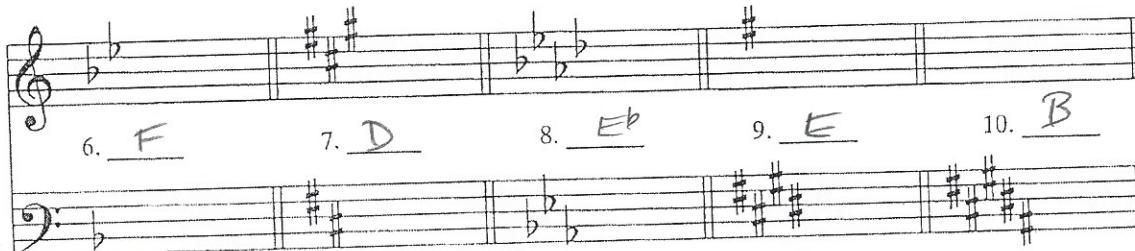
ED Signature _____ Date _____

DIRECTOR CERTIFICATION PROGRAM SKILL AREA 9 EVALUATION MUSIC THEORY

Participant's Name Stephanie Jones Date 9/9/16
 Chapter Tune Town Show Assoc/Asst. dir. _____ Candidate ☒
 Classification: Director/Co-director _____

PART I — KEY SIGNATURES: Identify each key signature. Write the correct answer in the blank above each key signature (major keys only).

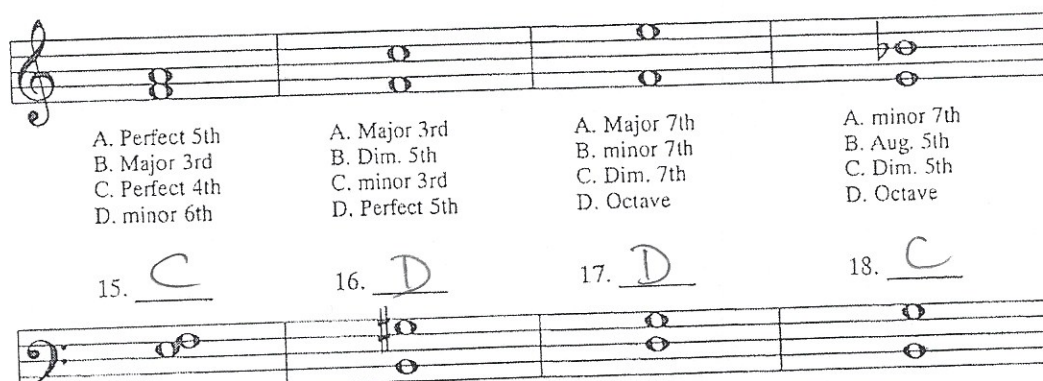
1. B^b 2. A 3. A^b 4. G 5. C



6. F 7. D 8. E^b 9. E 10. B

PART II — INTERVALS: Identify each interval. Select the correct answer and place its letter in the blank above each interval.

11. B 12. D 13. A 14. C



A. Perfect 5th A. Major 3rd A. Major 7th A. minor 7th
 B. Major 3rd B. Dim. 5th B. minor 7th B. Aug. 5th
 C. Perfect 4th C. minor 3rd C. Dim. 7th C. Dim. 5th
 D. minor 6th D. Perfect 5th D. Octave D. Octave

15. C 16. D 17. D 18. C

A. Major 3rd A. Major 9th A. Major 3rd A. minor 7th
 B. Major 2nd B. minor 7th B. minor 3rd B. minor 3rd
 C. minor 2nd C. minor 6th C. Aug. 5th C. minor 6th
 D. Octave D. Major 6th D. Perfect 4th D. Major 6th

19. A 20. B 21. A 22. D

- A. Aug. 5th
B. Dim. 5th
C. Perfect 5th
D. minor 6th

- A. Major 3rd
B. minor 3rd
C. Major 2nd
D. minor 2nd

- A. minor 7th
B. Octave
C. Major 7th
D. Major 6th

- A. minor 3rd
B. Major 3rd
C. Perfect 5th
D. Perfect 4th

23. C 24. C 25. B

- A. Major 9th
B. minor 7th
C. Octave
D. Major 7th

- A. Perfect 3rd
B. Octave
C. minor 2nd
D. Major 2nd

- A. Perfect 5th
B. Perfect 4th
C. Major 3rd
D. Aug. 4th

PART III — TIME SIGNATURES: Identify each time signature. Select the correct answer and place its *letter* in the blank above the passage.

26. A 27. B 28. C

- A B C
4 3 12
4 4 8

- A B C
5 3 12
8 4 8

- A B C
2 4 12
2 4 8

29. A 30. C

- A B C
6 4 3
8 4 2

- A B C
5 6 3
8 8 8

PART IV — CHORD RECOGNITION: Identify each chord. Select the correct answer and place its *letter* in the blank above the measure.

31. A 32. C 33. B 34. C 35. B

- A. Dominant 7th
B. Major 7th
C. minor 3rd
D. minor 7th

- A. Major triad
B. Major 9th
C. minor triad
D. Dominant 9th

- A. Dominant 7th
B. minor 7th
C. Major 6th
D. Dominant 9th

- A. minor triad
B. Major 9th
C. minor 7th
D. Major 7th

- A. Dominant 7th
B. Major triad
C. minor 6th
D. Diminished 7th

36. D 37. C 38. C 39. A 40. D

- A. Dim. 7th
B. minor 7th
C. Dominant 7th
D. Major 7th

- A. Major triad
B. Dominant 7th
C. Major 7th
D. minor triad

- A. Major 7th
B. minor 7th
C. Dominant 7th
D. Dim. 7th

- A. Major triad
B. Major 9th
C. minor 7th
D. minor 6th

- A. Dominant 7th
B. minor triad
C. Major 7th
D. Major triad

PART V — PARTS OF CHORDS: In each chord, an arrowhead points to one part of the chord. Select the correct answer and place its *letter* in the blank above the chord.

41. C 42. A 43. B 44. A 45. C

- A. Root
B. Third
C. Fifth
D. Seventh

- A. Root
B. Third
C. Fifth
D. Seventh

- A. Root
B. Third
C. Fifth
D. Seventh

- A. Root
B. Third
C. Fifth
D. Seventh

- A. Root
B. Third
C. Fifth
D. Seventh

46. C 47. D 48. A 49. B 50. B

A. Root
B. Third
C. Fifth
D. Seventh

A. Root
B. Third
C. Fifth
D. Seventh

A. Root
B. Third
C. Fifth
D. Seventh

A. Root
B. Third
C. Fifth
D. Seventh

A. Root
B. Third
C. Fifth
D. Seventh

Participant: Leave the rest of this page blank.

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

Divide total points by 5 = 9.6 TOTAL SCORE (maximum 10)

Evaluator D. Bringham Date 9/9/16
ED Signature _____ Date _____

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

Participant's Name Stephanie Jones
Chapter Tune Town Show Date 9/9/16
Skill Area 10 Evaluation — Part 2 is to be completed by all classifications.
Classification: Director/Co-director _____ Assoc/Asst. dir. _____ Candidate ☒

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.

7:00 - physical warm-ups
7:10 - 7:40 - vocal warm-ups / Education time
7:40 - 7:55 - Run through of new piece
7:55 - 8:20 - Section rehearsal on new piece
8:20 - 8:40 - work new piece
8:40 - 8:50 - business / chorus announcements
8:50 - 9:20 - Run through 2 spirituals
9:20 - 9:40 - Chorus review of uptune
9:40 - 9:50 - Run Uptune
9:50 - 10:00 - Circle-up - Sing in new members

(Possible points = 5)

4 TOTAL SCORE, PART 2 (maximum 5)

Evaluator DBrunson

Date 9/12/16

ED Signature _____

Date _____