

#2

**DIRECTOR CERTIFICATION PROGRAM
SKILL AREA 2 EVALUATION
ANALYTICAL LISTENING SKILLS**

Participant's Name Kimberly Newcomb
Chapter Capital City Chorus Date 9/7/18
Classification: Director/Co-director Assoc./Asst. dir. _____ Candidate _____

Listen to each recorded example and circle the correct answer.

1. This selection would be greatly improved by:

- ☐ a. Better synch
- ☒ b. Better forward motion
- ☐ c. Better unity
- ☐ d. Better note accuracy

2. The major problem with this part of the tag is:

- ☒ a. Clarity of words
- ☐ b. Breath support
- ☐ c. Over singing
- ☐ d. Harmony accuracy

3. Your first priority to improve in this selection should be:

- ☐ a. Synchronization
- ☐ b. Chord clarity
- ☒ c. Dynamic variation
- ☐ d. Phrase endings

4. This selection is a good example of:

- ☐ a. Inaccurate intervals
- ☐ b. Consistent tempo
- ☒ c. Unmatched vowels
- ☐ d. Ringing chords

5. The balance problem in this selection is:

- ☐ a. Lack of bass
- ☒ b. Lack of bari
- ☐ c. Lack of lead
- ☐ d. Lack of tenor

6. This intro is a shining example of:
- a. Well developed vocal skills
 - b. Synchronization errors
 - c. Tuning problems
 - ☒ d. Over singing
7. In this example, to improve the balance you would:
- a. Strengthen the lead line
 - b. Strengthen the bari line
 - c. Strengthen the bass line
 - ☒ d. Tell the tenors to pipe down
8. The pitch-taking for this song could be described as:
- a. Strong and accurate
 - b. Tentative and weak
 - ☒ c. Out of tune
 - d. Good solid foundation to begin on
9. The quality of synchronization at the start of this selection:
- a. Is strong and together
 - b. Creates chord and word clarity issues
 - ☒ c. Impedes the forward motion
 - d. Sets the tempo
10. As the stomp section is begun:
- a. There is solidity in the sound
 - b. Bases are singing faster than the rest
 - c. The expression wanes
 - ☒ d. The vocal quality loses its resonance and depth

(Each correct answer is worth 1 point.)

Total points = 4/10 = TOTAL SCORE (maximum 10)

Evaluator DBringman Date 9/9/18
ED Signature _____ Date _____

#3

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

Participant's Name Kimberly Newcomb
 Chapter Rich-tone chodus Date 12/2/17
 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.

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

- E 1. The governing body of Sweet Adelines International
- B 2. Who is responsible for overseeing the musical excellence of the region?
- I 3. Who is responsible for supervising and evaluating both the musical and educational programs of Sweet Adelines International?
- P 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 three 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?
- 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 educate
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? Brandy Darrow
14. What is your ED's name? Melynnie Williams
15. What is your Events Coordinator's name? Sharon Hammer
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? Karen Phillips
 - b. help in finding a coach? Melynnie Williams
 - c. help with membership retention? Karen Phillips

Participant: Leave the rest of this page blank.

15 total points (each response is worth 1 point)

Divide total points by 2 = 7.5 TOTAL SCORE (maximum 10)

Evaluator _____

ED Signature _____

Date _____

Date _____

Test #3 Pt. 2
#5
#6
#7
#8 Pt. 2 + #10
from Region 25
Completed scores
by Deb Brington
(Reg 4 DCPC)
from scoring
spreadsheet
from Reg
25
5/30/18

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

Participant's Name Kimberly Newcomb
Chapter Rich-tone chords Date 12/2/17
Classification: Director/Co-director _____ Assoc/Asst. dir. _____ Candidate ✓

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.

- 1. vocal development / warm ups
 - 2. lead sectionals
 - 3. lead small group rehearsal to isolate issues
 - 4. isolate song specific issues in rhythm, pitch, etc

- 5. Work one-on-one with singers who need additional instruction
2. Describe how you would develop an effective music team if you were the director of a 65-voice chorus.
I would look into the strengths of my singers. Find out who has experience in areas such as (but not limited to): vocal development, voice placement, music selection, section leadership, etc. Then I would find out who has an interest and passion for serving the chorus with their knowledge & skills.
3. What are the key ingredients of a good working relationship between the chorus director and board of directors?
 - 1. Open and honest communication
 - 2. Trust
 - 3. Heart for service
 - 4. Cooperative interactions

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

1. A board of people who make decisions that impact the chorus but may not be very hands on in the implementation of those decisions.
2. A group of people who lead the chorus from within. I imagine the section leadership being heavily involved in decisions that directly impact the members of the chorus and implementing those decisions at the ground level.

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

1. With a board of directors I would think there would be more weight on the director to implement and delegate the decisions of the board.
2. With Integrated Chapter Management, I see the director as part of a team, not just a lone leader. More individuals taking responsibility to make things happen so that no one, or few, individuals get burnt out from doing everything alone.

15 total points

Divide total points by 5 = 3 TOTAL SCORE, PART 2 (maximum 5)

Evaluator _____ Date _____

DMA Signature _____ Date _____

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

Participant's Name Kimberly Newcomb
Chapter Rich-tone Chorus Date 12/2/17
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.

1. In the sound category, 25% of your score relates to artistic sound.
2. In the music category, 25% of your score has to do with the arrangement.
3. In the expression category, lyric interpretation accounts for 25% of your score.
4. In the showmanship category, 70% of your score is focused on the visual impact of your performance.
5. Describe the importance of unity and how it relates to *each* category.

This is a team sport, each singer has to work with others to accomplish their goals. Unity is important in all 4 categories:

 1. Sound - unity of the elements in the sound category encourages healthy vocal production and implementation of skill.
 2. Music - unity of the elements in the music category maintains authenticity to the barbershop style.
 3. Expression - unity in the elements of the expression category encourages development & delivery of story telling, which is an important element of barbershop.
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. Not being on the same level of involvement as the chorus
 - b. Being overly involved or distracting from what the chorus is doing
8. How many categories are affected by harmony accuracy? All 4
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? Showmanship

12. Describe the major identifying characteristics of the barbershop sound as it differs from other types of vocal music.

Barbershop is four-part acappella music that encourages the use of dominant seventh chords.

13. List at least three elements necessary to create the barbershop "lock and ring." (Each part worth 4 points.)

- a. unified vocal production
- b. matched resonance
- c. Aligned overtones/pythagorean tuning

14. List the three types of lyrics that are unacceptable in competition and subject to penalty. (Each part worth 4 points.)

- a. Religious content
- b. Patriotic content
- c. offensive content

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.)

- a. The range
- b. Where the line lies for the majority of the song
- c. Difficulty level that matches the skill level of your

16. List at least three elements that impede the forward motion in musical phrasing. (Each part worth 4 points.)

- a. Breathing without intent
- b. lack of ease/fluidity in the musical line on any voice part
- c. lack of dynamic contrast

not having any
part consistently
in an uncomfortable
area of
their range
singers

Participant: Leave the rest of this page blank.

82 total points (Maximum 100 total points)

Divide total points by 10 = 8.2 TOTAL SCORE (maximum 10)

Evaluator _____ Date _____

ED Signature _____ Date _____

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

Participant's Name Kimberly Newcomb
Chapter Right tone chorus Date 12/2/17
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 resonance e. harmonics
- D 7. Muscles that are *not* involved in breathing include:
a intercostals b diaphragm c. epigastrium
d mylohyoid e abdominal

- C 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:
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
- E 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 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

- 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
- 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.

18 total points

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

Evaluator _____ Date _____

ED Signature _____ Date _____

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

Participant's Name Kimberly Newcomb
Chapter Rich-tone Chorus Date 2/2/17
Classification: Director/Co-director _____ Assoc/Asst. dir. _____ Candidate ✓

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)
1. Positive, genuine praise 4. Make expectations clear
2. Being honest and open 5. consistent encouragement
3. Be willing to listen to input & concerns
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 speak to the individual privately to inquire about how they are doing, find out if it is due to skill level or lack of preparation, and then provide resources for that singer's improvement (private vocal instruction).
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)
I would create more opportunities for that assistant director to tell success. Give encouraging, positive, genuine praise. Give them opportunities to lead in a place where success is likely (warm ups, on a well known song, sing-outs).

Participant: Leave the rest of this page blank.

8 total points

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

Evaluator _____ Date _____

DMA Signature _____ Date _____

**DIRECTOR CERTIFICATION PROGRAM
SKILL AREA 9 EVALUATION
MUSIC THEORY**

Participant's Name Kimberly Newcomb
Chapter Rich-tone chorus Date 12/2/17
Classification: Director/Co-director _____ Assoc/Asst. dir. _____ Candidate ✓

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

1. Bb 2. A 3. Ab 4. G 5. C

6. F 7. D 8. Eb 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
B. Major 3rd
C. Perfect 4th
D. minor 6th

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

A. Major 7th
B. minor 7th
C. Dim. 7th
D. Octave

A. minor 7th
B. Aug. 5th
C. Dim. 5th
D. Octave

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

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

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

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

A. minor 7th
B. minor 3rd
C. minor 6th
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

15. C 16. D 17. B 18. _____

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.
 4/4 3/4 12/8

A. B. C.
 5/8 3/4 12/8

A. B. C.
 2/2 4/4 12/8

29. A 30. C

A. B. C.
 6/8 4/4 3/8

A. B. C.
 5/8 6/8 3/8

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

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

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

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

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

50 total points

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

Evaluator _____ Date _____

DMA Signature _____ Date _____

#10 2

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

Participant's Name Kimberly Newcomb
Chapter Rich-tone Chorus Date 12/2/17
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 - 7:05 Physical Warm up
7:05 - 7:20 vocal development
7:20 - 7:40 Sectional - Isolate problem spots in regional competition songs
7:40 - 8:00 Regional ballad work
8:00 - 8:20 Regional uptune work
8:20 - 8:45 Regional set runs
8:45 - 9:00 Vocal break /business
9:00 - 10:00 Annual chapter show prep

(Possible points = 5)

5

TOTAL SCORE, PART 2 (maximum 5)

Evaluator _____ Date _____

DMA Signature _____ Date _____