Memo

Date: February 23, 2000

To: Lynn, S. Hartmuth, DCP Coordinator #04

From: Pat C. Berry, Music Services Assistant/DCP

Re: Director Certification Program

Enclosed is information on Judy Wilson who has enrolled in the Director Certification Program. Please make contact as soon as possible introducing yourself as the DCP Coordinator for your region.

You will also want to make certain that all DCP members are notified when the region has testing sessions, training sessions, or classes for directors.

If a DCP participant's classification changes (e.g., is no longer a director or assistant director), moves to another region, or changes chapters, please let me know.

pb

Enclosures

Cc: Norma Rash, ED #04

Sweet Adelines International P.O. Box 470168 ● Tulsa, Oklahoma 74147-0168

DIRECTOR CERTIFICATION PROGRAM SELF-EVALUATION FORM CONFIDENTIAL

Instructions: Please complete this form and send it to your ED/DCP Coordinator. Use the back of this form if you have any comments.

Choru	Name Almost Heaven	Region #		
Name_ Addres	Judy Wilson	Home Phone 768-4913 Work Phone 342-1184		
	70, 5,000	Fax		
I am cı	arrently serving as a Sweet Adelines International cha			
×	Director/Co-director	Assistant Director		
Using a followi	a numerical rating from 1-5 (1 = low and 5 = high), p ng skill areas:	lease rate your level of proficiency in each of the		
<u>+</u> 1.	Conducting - Includes ictus, hand motions, beat par releases, eye contact, facial expressions	tern, tempo, body posture, ad lib style, attacks and		
2 2.	Analytical Listening - Ability to diagnose and deve word flow, vibrato, section accuracy, synchronizati	lop a plan to correct problems in areas of balance, on, resonance, and vocal production		
<u>5</u> 3.	3. Organizational Knowledge & Director Resources - International and regional structure, appointees, elected officials, committees and their duties; organizational philosophy, policies, terminology			
3 4.	4. Teaching - Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style			
<u>5</u> 5.	Management - Selecting, training, utilizing musical	leaders, working with chapter administration		
2 6.	Judging Categories & Competition - Knowledge and the Judging Category Description Book	d application of the four categories as outlined in		
<u>5</u> 7.	Vocal Production - Understanding and practical app	lication of components of good vocal skills		
<u>5</u> 8.	Communication - Application of effective communication in Leaders, chorus members and others	cation skills with administrative leaders, musical		
4 9.	Music Theory - Understanding of music notation, ke structures	ey signatures, time signatures, intervals, chord		
<u>5</u> 10.	Rehearsal Planning & Implementation - Understand variety, and long-range planning	ing of time scheduling, rehearsal pacing and (Rev. 4/99)		



SWEET ADELINES INTERNATIONAL

... a worldwide organization of women singers committed to advancing the musical art form of barbershop harmony through education and performance.

INTERNATIONAL HEADQUARTERS:

P.O. Box 470168 Tulsa, OK 74147-0168

918-622-1444 FAX 918-665-0894 800-992-7464 Internet: sweetadelineintl.org February 23, 2000

Ms. Judy Wilson, CD Almost Heaven Chapter, #04 904 Glen Way So. Clarleston, W. VA 25309

Dear Judy,

Thank you for your interest in the Director Certification Program (DCP). You are now enrolled as an applicant in the program. We commend you for taking advantage of this opportunity to further develop your skill and expertise as a chorus director.

Advancement within the program is contingent upon the satisfactory completion of specified requirements for each level. Advancement is also based on your proficiency in the following skills:

Musical/Technical

Conducting
Analytical Listening
Judging Categories & Competition
Vocal Production
Music Theory
Rehearsal Planning and Implementation

Management/Communication

Organizational Knowledge & Director

Resources Teaching Management Communication

The ED/DCP Coordinator will notify you of any testing sessions available in your region/area. Following are some resources available from our international sales department that you might find useful in preparing for the sessions: DCP Resource Modules, Arranger's Guide, Judging Category Description Book, international competition video and audio tapes.

One of the requirements of the program is to complete the enclosed self-evaluation form and return it in the envelope provided. This will provide the ED/DCP Coordinator and you a basis against which to measure your progress. The information on the self-evaluation form is considered confidential.

Please feel free to call on your ED/DCP Coordinator if you have any questions regarding the program.

Sincerely,

Pat C. Berry

Music Services Assistant/DCP

Enclosures

Cc: Norma Rash, Education Coordinator #04 Lynn S. Hartmuth, DCP Coordinator #04

DIRECTOR CERTIFICATION PROGRAM SKILLAREA 2 EVALUATION ANALYTICAL LISTENING SKILLS

	cipant's Name Judy Wils	SON	
Chap	oter Almost Heaven	Da	te 1/17/03
Class	sification: Director/Co-director	Assoc/Asst. dir.	Candidate
Liste	n to each taped example and circle the	correct answer.	_
1.	The lack of tuning on the "way" chord a. verticality of tonal line b. unmatched vowels c. lack of sufficient breath support d. (a) and (b) only (b) and (c) only	s is primarily a result of:	
	The chord on "rain-BOWS" in this sector. a. the bari is too heavy the vowel is unmatched c. the song is in the wrong key d. the song is beyond the skill of the e. the chord is not being sung in corr	e chorus	
	The major problem with the singing of a. expressive sound b. forward motion c. harmony accuracy d. dynamic variation e. balance	this introduction is:	
	In this selection, chord clarity and lock- a. balance problems b. insufficiently developed vocal skil c. inaccurate intervals d) all of the above e. (b) and (c) only		
	In this selection, dropped phrase ending lack of sufficient breath support poor ear training tight-throated singing d. peppy tempos	s are usually caused by:	

e.

lack of attention to director

6. The pitch-taking technique for this song could be described as:
a. Out of tune
b. solid
c. strong and accurate d. strong and inaccurate
B and indeediate
(a) and (d)
7. Besides work on individual vocal production, what is the best sequence of skill development for this chorus in sound?
a. tuning, accurate notes and intervals, chord balancing, synchronization
chord datalicing, accurate notes and intervals tuning synchronization
accurate notes and intervals, tuning, synchronization, chord balancing
Synchronization, tuning, accurate notes and intervals, chord balancing
accurate notes and intervals, synchronization, tuning, chord balancing
8. This introduction:
a. is generally in tune
b. has good phrase flow
c. demonstrates appropriate forward motion d. features strong bass singing
d. features strong bass singing all of the above
9. The singing here represents all of these practices except:
a. inaccurate intervals b. overly conservative tempo
b. overly conservative tempoc. underdeveloped vocal skills
individual voice parts apparent
e. wrong notes
10. This tag is a good example of:
oversinging oversinging
b. lack of synchronization
c. good balance
d. good tuning
e. lack of forward motion
(Each correct answer is worth 1 point.)
Total points = 7.0 = TOTAL SCORE (maximum 10)
$\mathcal{L}_{+} \cap 1$
Evaluator Date 1/17/03
FD Signature
Date

DIRECTOR CERTIFICATION PROGRAM SKILLAREA 3 EVALUATION ORGANIZATIONAL KNOWLEDGE & DIRECTOR RESOURCES

Participant's Name Juby Wilsow	
Chapter Almost Heaven	Assoc/Asst. dir. Date 8-4-00 Candidate
Classification: Director/Co-director	Assoc/Asst. dir Candidate
Instructions to Participant:	
Write the letter corresponding to the item in the numbered descriptions that follow. No term is t	e list below that correctly matches each of the 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 H. 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 O. Music Services Department R. Arrangers
E 1. The governing body of Sweet Adelia	nes International
Who is responsible for overseeing the	e musical excellence of the region?
G . Who is responsible for supervising a programs of Sweet Adelines Internat	nd evaluating both the musical and educational
4. Whom would you contact to determine	ne if an arrangement has been copyright cleared?
5. A chapter must compete at least once	
M One of the three elected members of	
D X. For a Ready, SetGrow program, he those attending?	ow many copies of music may you make for
P 8. The primary intent of copyright laws	is to protect
_K	ication of Sweet Adelines International?
4	ne internal development of prospective chapters

Fill in the blanks:
11. The purpose of Sweet Adelines International is to Educate its members in the singing of Four Part Barbershop Karomer
2. What is the name of the International President?
What is your Communications/Technology Coordinator's name?
4. What is your ED's name?
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 to work the hardware
17. Of the eight regional leaders, to whom would you go for:
approval of chapter standing rules? Ed. Directon
b. help in finding a coach?
help with membership retention?
Participant: Leave the rest of this page blank.
total points (Each correct answer is worth 1 point.)
Divide total points by $2 = \frac{1}{2} = \frac{1}{2}$
Evaluator Date 3-4-00
ED Signature

DIRECTOR CERTIFICATION PROGRAM SKILLAREA 7 EVALUATION VOCAL PRODUCTION

Chapter /	Hudst Heaven)	Date 8 - 4-00
Classifica	tion: Director/Co-director	ctor Ass	soc/Asst. dir Candidate
Instructio	ns to participant:		
Write the	letter of the correct answer	wer in each blank.	· ·
1.	When we are not sin space between them	ging or speaking, as the:	the vocal cords are open. We refer to the
	a. epiglottis d. glottis	b. larynxe. cricoids	c. soft palate
2.	The primary resonate	or in the human vo	ice is the:
	a. hyoid boned. diaphragm	e. external and	c) pharynx 1 internal intercostals
3.	In singing, muscles t	hat interfere with	vocal freedom are the intercostal muscles
	a. swallowing d. diaphragm	b abdominal e. sternum	intercostals
4.	For proper resonation	n, the r	must be lifted.
	a. vocal cordsd. larynx	b. soft palate e. diaphragm	c. intercostals
5.	The "lid" that closes	off the windpipe v	when we swallow is called the:
	a. cricoid cartilaged. sphincter	b. epiglottis e. soft palate	glottis
6.	Amplification of the	voice is called:	
	a phonation d. resonation	b. articulatione. harmonics	c. vibrato
7.	Muscles that are not	involved in breath	ing include:
	a. intercostals	b. diaphragm e. abdominal	c. epigastrium

- [8.	Proper phonation is a a. abdominal muscle d. larynx	chieved by lifting the: s b jaw e. epiglottis	c. phrenic nerve
-1		9.	Closure of the vocal of	1 6	
(-	· · ·	a. resonation	b. articulation	
		ì	interference	e. approximation	c. relaxation
		10.	For correct vocal prod	duction the must	be relaxed and free.
			a. intercostal musclesd. hyoid bone	b. vagus nerve e. sternum	c jaw
. (11.	Every sound that is prelements: an actuator, pitch produced.	roduced, no matter what a and a reso	the source, must have three onator suitable to the frequency or
		Y	articulator d. approximator	b.) vibrator e. transmitter	c. reflex action
		12.	Vowels are formed pri	imarily with the:	
			a. jaw tongue	b. soft palatee. cheek muscles	c. vocal cords
- 7		13.	Intercostal muscles are	e the muscles that contro	ol the:
		(a. ribcage expansion d. shoulders	b. diaphragm e. vocal cords	abdominal lift
100		14.	Which of the followin	g is not an articulator?	
		Y	a. lips d teeth	b. tongue e. hard palate	c. jaw
		15.	The vocal cords are at	tached to the:	
			a. soft palated. epiglottis	b. hyoid bone e. thyroid cartilage	c) pharynx
- (16.	The "middle voice" is	used for producing tone	s:
1		8	a. between middle C above middle C above middle C	and the C an octave high	er
- (17.	The area of the pharyn	x that is closed by the so	oft palate is the:
		6	a laryngo-pharynx	b.)naso-pharynx	c. oro-pharynx

18.	The ventricular bands are:
	a. vocal cords d. jaw muscles e. transverse abdominal muscles
19.	The part of the body not involved in the swallowing mechanism is the:
	a. jaw b. tongue c. diaphragm d. lips e. larynx
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.

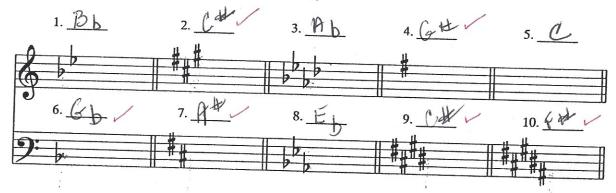
DIRECTOR CERTIFICATION PROGRAM SKILL AREA 8 EVALUATION — PART 2 COMMUNICATION SKILLS

	Par	ticipant's Name Juny wils ow		
	Cha	pter Husst Heaven	J	Date 8-4-80
	Clas	ssification: Director/Co-director A	ssoc/Asst. dir.	Candidate
	Skil	l Area 8 Evaluation — Part 2 is to be complet	ed by all classificati	ons.
	Inst	ructions to participant:		•
	Wri	te a brief response to each question.		
	1.	List five (5) ways a Sweet Adelines Internati with the chorus. (5 points possible)	onal director can co	mmunicate effectively
	1.1	Behorist	make it f	-un
	7	1/stew	make it foody law is	ucecki
		100k Them in the eye	nous full	0
	2.	An individual member consistently makes sin	nging errors and is	ungotting to the second
		her. What communication skills would you u	tilize in handling th	is problem? (3 points
		possible) speuk with her int ?	rivate,	is provident: (5 points
		Behowest with hew in the Behowest with hew . Tel	I her she is	mulety mist
		see if you can help. On I her no that we can fix	fuel some or	we to help, help
		has me that we can fix	the Dro L) Leur
	3.	As a director of a 40 voice charge what some		
	٥.	As a director of a 40-voice chorus, what com insecure assistant director become more conf	ident? (2 points por	ould you use to help an
2		1 1 1 1		,
04		let her do warm ups he her divect, give he		1 to rouch
		Let her direct, give he	r majerial	, , , , ,
	Danti	oinant. I am d		
	ruru	cipant: Leave the rest of this page blank.		
		o total points		
		Divide total points by 2 = 4. 5 TOTAL SO	CORE, PART 2 (ma	vimum 5)
	г.		,	
	Evalu	lator Month]	Date 8-4-00
	ED S	ignature Norma Kest	1	Date & Too
				0

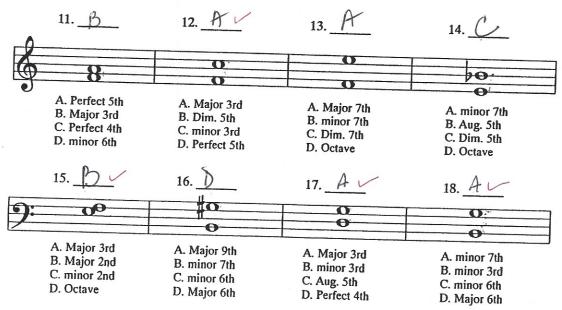
DIRECTOR CERTIFICATION PROGRAM SKILLAREA 9 EVALUATION MUSIC THEORY

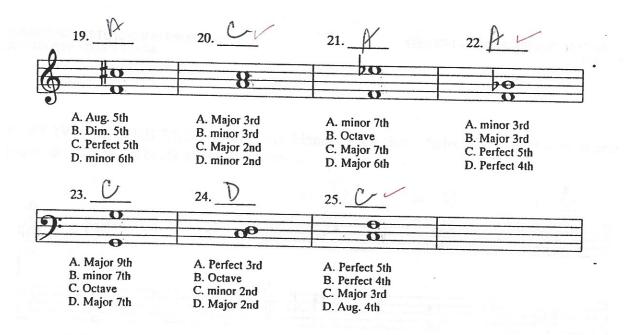
Participant's Name Judy Wilson	
Chapter Almost Headew	
Classification: Discard C. 1	Date_/-/9-07
Assoc/Asst. di	r Candidate

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

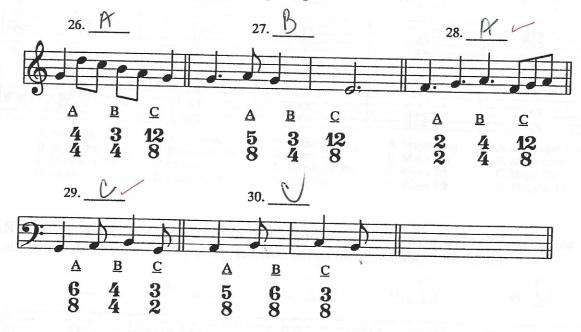


PART II — INTERVALS: Identify each interval. Select the correct answer and place its *letter* in the blank above each interval.





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



DIRECTOR CERTIFICATION PROGRAM SKILLAREA 10 EVALUATION — PART 2 REHEARSAL PLANNING & IMPLEMENTATION

	Participant's Name Jupy wilsow
	Chapter Almost Heaven Date 8-4-00
	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 <i>is</i> competing. Write your plan for one regularly scheduled, three-hour evening rehearsal.
	7:00 } warm ceps
	7:30 7:45 } Business
-	7:45) section praction to bulance, vouchs 8:45) section praction to bulance, vouchs
	9:00 } Buch
1	9:00 } clear up aptime 9:30 }
	9:30 } elemap Ballack
	(Possible points = 5) TOTAL SCORE, PART 2 (maximum 5)
	Evaluator from Antimuth Date 8-4-00
	ED Signature Norma M. Kest Date 8 500