

SKILL AREA 5, PART 1: MANAGEMENT SKILLS

COMPILATION OF RESULTS OF CHORUS EVALUATION

Participant's Name Amanda Kaufmann
Chapter Capitol Showcase Date 2/25/05
Skill Area 5, Part 1 is to be completed for Director/Co-director and Assoc/Asst. director only.
Classification: Director/Co-director ☒ Assoc/Asst. dir. ☐

1. Enter the corresponding value from each individual evaluation.
2. Add all values to get total points.
3. Divide by the number of non-blank responses (12 or fewer) to get the score for each item.

	total points	divided by	no. of responses	ITEM SCORE
The participant selects and utilizes chorus members to assist her in the chapter's musical program.	<u>5 4 4 5 4 5 5 4 3 5 4 5 = 53</u>	<u>÷</u>	<u>12</u>	<u>= 4.4</u>
The participant provides training for the music staff members.	<u>4 5 4 5 5 5 5 3 = 51</u>	<u>÷</u>	<u>11</u>	<u>= 4.6</u>
The participant delegates duties to members showing strength in special areas.	<u>5 4 5 5 4 5 4 4 3 4 4 5 = 52</u>	<u>÷</u>	<u>12</u>	<u>= 4.3</u>
The participant works effectively with chapter administration.	<u>5 5 5 5 4 5 5 4 3 5 5 5 = 56</u>	<u>÷</u>	<u>12</u>	<u>= 4.7</u>
The participant develops, trains and utilizes a music team that makes it possible for each chorus member to receive individual assistance.	<u>4 4 4 5 4 5 4 3 3 4 4 4 = 48</u>	<u>÷</u>	<u>12</u>	<u>= 4.0</u>

Maximum total score, Skill Area 5 — Part 1 is 5 points.

Sum ITEM SCORES = 22.0 ÷ 5 = 4.4 TOTAL SCORE, Skill Area 5, Part 1

Evaluator Lita D. Juarez Date 2/25/06
ED Signature _____ Date _____

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

Participant's Name Amanda Kaufmann
Chapter Capitol Showcase Date 11/11/05
Classification: Director/Co-director X 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.

15
1 Vocal warm-ups 4 Review learning tapes
2 Section rehearsal 5 Teach note reading
3 Voice placement

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

15
1) Have them attend regional training
2) Work with them out side of chorus on various skills
3) give them time in front of sections
4) Have them build personal relationships w/ sections
5) Share all education I receive with them

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

15
1) Open communication
2) respect of ideas and individuals
3) Don't try to micro manage

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

x3 1) Elected members 8-12 with 2 year terms. The director may attend but not vote. Decisions are reached by majority vote of the Board

2) Members are elected except for the director who is an active member and contributor of the team. Team Coordinator, Finance Mgr. Decisions are reached by consensus.

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

x5 The director is not an active member of a Board of Directors and is not able to vote on chorus business

On the Mgmt Team the director is an active member and is expected to take on active role in the chorus mgmt organization

23 total points

Divide total points by 5 = 4.6 TOTAL SCORE, PART 2 (maximum 5)

Evaluator Lita Jucan Date 11-11-05

ED Signature _____ Date _____


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

Participant's Name Amanda Laufmann
Chapter Capital Showcase Date 11/11/05
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.

- X 1. In the sound category, 70 % of your score relates to artistic sound.
- +4 C 2. In the music category, 30 % of your score has to do with the arrangement.
- X 3. In the expression category, lyric interpretation accounts for 40 % of your score.
- +4 C 4. In the showmanship category, 70% of your score is focused on performance.
5. Describe the importance of unity and how it relates to *each category*.
- +3
Sound - you must sing in the same space to create unit sound
(Resonance)
Exp - you must all tell the same story with inflection + intensity
Music - you must understand the music's story to make the
if embellishments follow the musical line
Show - your movements must match the story/personality
of the song + chorus.
- X 6. The total points available for a two-song performance in a regional competition is 200.
7. List two ways a director might detract from the visual performance as described in the showmanship category. (Each part worth 4 points.)
- +4 a. over directing - trying to "do" for the entire chorus
- +3 b. not become a part of the performance -
- +4 C 8. How many categories are affected by harmony accuracy? 4
- +4 C 9. Which category scoresheet has a picture of the barbershop cone? Sound
- +4 C 10. In case of a tie score, the score in the Sound category breaks the tie.
- X 11. Who is the only judge evaluating how a chorus takes pitch? expression

- +4 12. Describe the major identifying characteristics of the barbershop sound as it differs from other types of vocal music. *Cone shape bass loudest with. bass full, lead predominant + tenor etc*

- +4 13. List at least three elements necessary to create the barbershop "lock and ring." (Each part worth 4 points.)
- +4 a. *Match resonances*
+4 b. *Match vowels*
+4 c. *Correct balance*
14. List the three types of lyrics that are unacceptable in competition and subject to penalty. (Each part worth 4 points.)
- +4 a. *Religious*
+4 b. *Patriotic*
X c. *Politically incorrect - off color*
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.)
- +4 a. *does it fit the ^{range} voices of your chorus*
+4 b. *is it within your capabilities - too hard*
+4 c. *Does it meet the correct style, chord structure*
16. List at least three elements that impede the forward motion in musical phrasing. (Each part worth 4 points.)
- +4 a. *lack of breath support / lifted phrases*
+2 b. *incorrect word over notes*
+2 c. *poor intup -*

Participant: Leave the rest of this page blank.

74 total points (maximum 100 total points)

Divide total points by 10 = 7.4 TOTAL SCORE (maximum 10)

Evaluator Rita Jackson Date 11-11-05
ED Signature _____ Date _____

5.5

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

Participant's Name Amanda Kaufmann
Chapter Capitol Showcase Date 11/11/05
Classification: Director/Co-director X Assoc/Asst. dir. _____ Candidate _____

Instructions to participant:

Write the letter of the correct answer in each blank.

- C 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
- 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
- C A 3. In singing, muscles that interfere with vocal freedom are the _____ muscles.
a. swallowing b. abdominal c. intercostals
d. diaphragm e. sternum
- C B 4. For proper resonance, the _____ must be lifted.
a. vocal cords b. soft palate c. intercostals
d. larynx e. diaphragm
- X A 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
- C D 7. Muscles that are *not* involved in breathing include:
a. intercostals b. diaphragm c. epigastrium
d. mylohyoid e. abdominal

- X D 8. Proper phonation is achieved by lifting the:
a. abdominal muscles b. jaw c. phrenic nerve
d. larynx e. epiglottis
- X C 9. Closure of the vocal cords is called:
a. resonance b. articulation c. relaxation
d. interference e. approximation
- C 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
- X A 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
- C D 12. Vowels are formed primarily with the:
a. jaw b. soft palate c. vocal cords
d. tongue e. cheek muscles
- C A 13. Intercostal muscles are the muscles that control the:
a. ribcage expansion b. diaphragm c. abdominal lift
d. shoulders e. vocal cords
- C 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
- X 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
- 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

- C B 18. The ventricular bands are:
a. vocal cords b. false vocal cords c. tongue muscles
d. jaw muscles e. transverse abdominal muscles
- X D 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 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.

11 total points (maximum 20 total points)

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

Evaluator Kate Jackson Date 11-11-05

ED Signature _____ Date _____

SKILL AREA 8, PART 1: COMMUNICATION SKILLS
COMPILATION OF RESULTS OF CHORUS EVALUATION

Participant's Name Amanda Kaufmann
Chapter Capitol Showcase Date 2/25/06
Skill Area 8, Part 1 is to be completed by Director/Co-Director and Assoc/Asst. director only.
Classification: Director/Co-director ✓ Assoc/Asst. dir.

1. Enter the corresponding value from each individual evaluation.
2. Add all values to get total points.
3. Divide by the number of non-blank responses (12 or fewer) to get the score for each item.

	total points	divided by	no. of responses		ITEM SCORE
Handles input from chorus members in a positive manner.					
<u>5 5 4 4 5 4 4 5 5 5 5 5</u> = <u>56</u>	<u>56</u>	÷	<u>12</u>	=	<u>4.7</u>
Gives clear instructions and communicates expectations.					
<u>5 5 5 4 5 5 4 5 5 5 5 5</u> = <u>58</u>	<u>58</u>	÷	<u>12</u>	=	<u>4.8</u>
Communicates in a positive manner.					
<u>5 5 5 4 5 4 4 5 5 5 5 5</u> = <u>57</u>	<u>57</u>	÷	<u>12</u>	=	<u>4.8</u>
Exhibits enthusiasm.					
<u>5 5 5 5 5 5 5 5 5 5 5 5</u> = <u>60</u>	<u>60</u>	÷	<u>12</u>	=	<u>5.0</u>
Demonstrates ability to work with a coach (or other outside assistance), to accept suggestions and to work effectively with the chorus in such a situation.					
<u>5 5 5 5 5 5 5 5 5 5 5 5</u> = <u>60</u>	<u>60</u>	÷	<u>12</u>	=	<u>5.0</u>
Has consistent communication signals (i.e., eye contact, body language, voice).					
<u>5 5 5 4 5 4 4 4 5 4 5 5</u> = <u>55</u>	<u>55</u>	÷	<u>12</u>	=	<u>4.6</u>
Offers positive reinforcement.					
<u>5 5 5 5 5 4 4 5 5 5 5 5</u> = <u>58</u>	<u>58</u>	÷	<u>12</u>	=	<u>4.8</u>
Exhibits security and confidence in the position of director/co-director or associate/assistant director (whichever is applicable).					
<u>5 4 5 4 5 4 4 5 5 4 5 4</u> = <u>54</u>	<u>54</u>	÷	<u>12</u>	=	<u>4.5</u>
Accepts constructive criticism well.					
<u>5 4 4 3 5 4 3 5 4 4 5 4</u> = <u>50</u>	<u>50</u>	÷	<u>12</u>	=	<u>4.2</u>
Communicates positive expectations that the chorus can reach its goals.					
<u>5 5 5 5 5</u> = <u>54</u> <u>5 5</u> ÷ <u>5 5 5</u> = <u>59</u> ÷ <u>12</u> = <u>4.9</u>	<u>54</u>		<u>59</u>	÷ <u>12</u>	<u>4.9</u>

Maximum total score is 5 points.

Sum ITEM SCORES = 47.3 ÷ 10 = 4.7 TOTAL SCORE, Skill Area 8, Part 1

Evaluator Lita A. Jurek Date 2/25/06

ED Signature _____ Date _____

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

Participant's Name Amanda Kaufmann
Chapter Capitol Showcase Date 11/11/05
Classification: Director/Co-director X 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)

1) Directly talking to chorus
2) written / email
3) meet privately 1 x 1 with members
4) Chorus news letter
5) telephone

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)

Privately I would ask how she was doing and offer some help. Make sure she had the tools she needed (music / learning tape / private lessons) so she would clean up the singing errors and become confident

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)

Meet outside of rehearsal and set up an agenda / plan where she would present to the chorus. Help her rehearse what she would do before hand and praise her efforts in front of the group when appropriate

Participant: Leave the rest of this page blank.

8.0 total points

Divide total points by 2 = 4.0 TOTAL SCORE, PART 2 (maximum 5)

Evaluator Lita Tucker Date 11-11-05

ED Signature _____ Date _____