

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

Participant's Name BEVERLY MILLER
Chapter RIVER MAGIC Date 8/5/00
Classification: Director/Co-director Assoc/Asst. dir. _____ Candidate _____

Listen to each taped example and circle the correct answer.

1. The lack of tuning on the "way" chords is primarily a result of:
 - a. verticality of tonal line
 - b. unmatched vowels
 - c. lack of sufficient breath support
 - d. (a) and (b) only
 - ☒ e. (b) and (c) only
2. The chord on "rain-BOWS" in this section doesn't lock because:
 - a. the bari is too heavy
 - b. the vowel is unmatched
 - c. the song is in the wrong key
 - d. the song is beyond the skill of the chorus
 - ☒ e. the chord is not being sung in correct balance
3. The major problem with the singing of this introduction is:
 - a. expressive sound
 - b. forward motion
 - ☒ c. harmony accuracy
 - d. dynamic variation
 - e. balance
4. In this selection, chord clarity and lock-and-ring are affected by:
 - a. balance problems
 - b. insufficiently developed vocal skills
 - c. inaccurate intervals
 - ☒ d. all of the above
 - e. (b) and (c) only
5. In this selection, dropped phrase endings are usually caused by:
 - ☒ a. lack of sufficient breath support
 - b. poor ear training
 - c. tight-throated singing
 - d. peppy tempos
 - 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
 - e. (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
 - b. chord balancing, accurate notes and intervals, tuning, synchronization
 - c. accurate notes and intervals, tuning, synchronization, chord balancing
 - d. synchronization, tuning, accurate notes and intervals, chord balancing
 - e. 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
 - e. all of the above
9. The singing here represents all of these practices *except*:
- a. inaccurate intervals
 - b. overly conservative tempo
 - c. underdeveloped vocal skills
 - d. individual voice parts apparent
 - e. wrong notes
10. This tag is a good example of:
- a. 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 = 8 = TOTAL SCORE (maximum 10)

Evaluator

ED Signature

Date

Date

kinko's®

fax cover sheet

Whitehall Kinko's • Telephone: (614) 864-7776 • Fax: (614) 864-7993

Date 9-25-98

Number of pages 2 (including cover page)

to: Name Norma Rash

from: Name Mary Ellen G.

Company _____

Company DCP

Telephone (502) 241-5611

Telephone (614) 866-0369

Fax (502) 243-2174

Comments

Norma - Here's the form to be completed for Beverly Miller. Please mail it to me when you've finished it.

Thanks a lot

Mary Ellen

My address:

P.O. Box 13081

Columbus, OH 43213

kinko's

Whitehall Kinko's • Telephone: (614) 864-7776 • Fax: (614) 864-7993

fax cover sheet

Date 9-25-98Number of pages 2 (including cover page)to: Name Norma Rashfrom: Name Mary Ellen G.

Company

Company DCPTelephone (502) 241-5611Telephone (614) 866-0369Fax (502) 243-2174

Comments

Norma
for Beverly Miller
you've finished it

Here's the form to be completed.
Please mail it to me when

Thanks a lot

Mary Ellen

My address:

P.O. Box 13081
Columbus, OH 43213

TRANSMISSION REPORT

THIS DOCUMENT WAS CONFIRMED
(REDUCED SAMPLE ABOVE - SEE DETAILS BELOW)

**** COUNT ****

TOTAL PAGES SCANNED : 2

TOTAL PAGES CONFIRMED : 2

*** SEND ***

No.	REMOTE STATION	START TIME	DURATION	#PAGES	MODE	RESULTS
1	2417546	9-25-98 3:45PM	1'55"	2/ 2 48		COMPLETED 4800

TOTAL 0:01'55" 2

NOTE:

No. : OPERATION NUMBER 48 : 4800BPS SELECTED EC : ERROR CORRECT G2 : G2 COMMUNICATION
PD : POLLED BY REMOTE SF : STORE & FORWARD RI : RELAY INITIATE RS : RELAY STATION
MB : SEND TO MAILBOX PG : POLLING A REMOTE MP : MULTI-POLLING RM : RECEIVE TO MEMORY

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

Participant's Name Beverly Miller
Chapter Burien Magic Date 7/18/98
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. Director of Musical Activities | K. <i>The Pitch Pipe</i> |
| C. Coronet Club | L. Regent |
| 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 Development Representative | Q. Music Services Department |
| I. Music Education Committee | 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 (except for the Netherlands, Australia and New Zealand).
- L 6. The chief elected officer in the region.
- 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?

Fill in the blanks:

11. The purpose of Sweet Adelines International is to ^{and promote} provide educational opportunities for its members in the singing of four-part barbershop harmony
12. What is the name of the International President? Karen Briedert
13. What is your Regent's name? Charlene Staats
14. What is your DMA's name? Molly Huffman
15. What is your MDR's name? Soula Oberlies
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 three regional leaders, to whom would you go for:
- a. help in finding a coach? DMA
 - b. help in resolving an issue with the board of directors? Regent
 - c. help with membership retention? MDR

Participant: Leave the rest of this page blank.

19 total points (each response is worth 1 point)

Divide total points by 2 = 9.5 TOTAL SCORE (maximum 10)

Evaluator Mary Ellen Guntelman, DCPC #4

Date 7-18-98

DMA Signature _____

Date _____

SKILL AREA 4, PART 1: TEACHING SKILLS

COMPILATION OF RESULTS OF CHORUS EVALUATION

Participant's Name Beverly Miller
Chapter River Magic Date 9-6-98
Classification: Director/Co-director X 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
Methods of teaching a song				
<u>4 5 3 3 5 4 5 5 3 5 5</u> = <u>52</u>	<u>52</u>	<u>÷</u>	<u>12</u>	<u>=</u> <u>4.33</u>
Methods of teaching vocal skills				
<u>4 5 4 3 5 4 5 5 3 4 5 5</u> = <u>54</u>	<u>54</u>	<u>÷</u>	<u>12</u>	<u>=</u> <u>4.50</u>
Methods of teaching section work				
<u>4 5 3 3 4 4 5 5 3 5 5</u> = <u>51</u>	<u>51</u>	<u>÷</u>	<u>12</u>	<u>=</u> <u>4.25</u>
Methods of teaching barbershop craft and style				
<u>4 5 4 4 5 4 5 5 5 4 5 5</u> = <u>55</u>	<u>55</u>	<u>÷</u>	<u>12</u>	<u>=</u> <u>4.58</u>
Clarity of language				
<u>4 5 5 4 5 4 5 5 5 5 5 5</u> = <u>57</u>	<u>57</u>	<u>÷</u>	<u>12</u>	<u>=</u> <u>4.75</u>
Follows a logical progression and pacing in teaching and rehearsal planning				
<u>4 5 4 3 5 4 5 5 5 3 5 5</u> = <u>53</u>	<u>53</u>	<u>÷</u>	<u>12</u>	<u>=</u> <u>4.41</u>
Vocal inflection				
<u>4 5 4 4 5 4 5 5 5 5 5 5</u> = <u>56</u>	<u>56</u>	<u>÷</u>	<u>12</u>	<u>=</u> <u>4.66</u>
Body language and energy, including facial expression				
<u>5 5 4 5 5 5 5 5 5 5 5 5</u> = <u>59</u>	<u>59</u>	<u>÷</u>	<u>12</u>	<u>=</u> <u>4.91</u>
Maintains attention and control of the group				
<u>4 5 5 3 4 4 5 5 5 5 5 5</u> = <u>55</u>	<u>55</u>	<u>÷</u>	<u>12</u>	<u>=</u> <u>4.58</u>
Presentation of material is appropriate to the level of the group and meets the needs of the various learning styles of the group				
<u>5 5 5 4 5 5 5 5 5 4 5 5</u> = <u>58</u>	<u>58</u>	<u>÷</u>	<u>12</u>	<u>=</u> <u>4.83</u>

Sum ITEM SCORES = 45.80 ÷ 5 = 9.16 TOTAL SCORE, Skill Area 4

Evaluator Mary Ellen Gutzelman DCPC #4 Date 9-6-98

DMA Signature _____ Date _____

SKILL AREA 5, PART 1: MANAGEMENT SKILLS

COMPILATION OF RESULTS OF CHORUS EVALUATION

Participant's Name Beverly Miller
Chapter River Magic Date 9-6-98
Classification: Director/Co-director X 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 5 2 5 5 5 5 5 5 4 4 5 = 55</u>	<u>÷</u>	<u>12</u>	<u>= 4.58</u>
The participant provides training for the music staff members.	<u>5 5 4 3 5 4 5 5 5 4 4 5 = 54</u>	<u>÷</u>	<u>12</u>	<u>= 4.50</u>
The participant delegates duties to members showing strength in special areas.	<u>5 5 2 5 5 5 5 5 5 4 4 5 = 55</u>	<u>÷</u>	<u>12</u>	<u>= 4.58</u>
The participant works effectively with chapter administration.	<u>5 5 5 5 5 5 5 5 5 5 5 5 = 60</u>	<u>÷</u>	<u>12</u>	<u>= 5</u>
The participant develops, trains and utilizes a music team that makes it possible for each chorus member to receive individual assistance.	<u>5 5 2 3 5 5 5 5 5 4 4 5 = 51.5</u>	<u>÷</u>	<u>12</u>	<u>= 4.29</u>

Sum ITEM SCORES = 22.95 ÷ 5 = 4.59 TOTAL SCORE, Skill Area 5, Part 1

Evaluator Mary Ellen Gutzelman, DCPC #4 Date 9-6-98
DMA Signature _____ Date _____

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

Participant's Name BEVERLY MILLER
Chapter RIVER MAGIC Date 8/4/2000
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.

5
1. PHYSICAL WARM-UP
2. VOCAL WARM-UP
3. TAPE EVALUATION
4. DIRECTING TO ALLOW DIRECTOR TO BECOME THE COACH
5. ASSIST WITH MUSIC REVIEW AND SELECTION

2. Describe how you would develop an effective music team if you were the director of a 65-voice chorus. I WOULD TRAIN AT LEAST TWO MEMBERS FROM EACH SECTION TO ACT AS SECTION LEADERS. THEY WOULD BE RESPONSIBLE FOR LEARNING MUSIC FIRST, MAKING LEARNING TAPES AND TEACHING NOTES, WORDS AND PRELIMINARY INTERP. TO THE CHORUS MEMBERS IN THEIR SECTIONS. THEY WOULD ALSO DO TAPE REVIEW AND REPORT PROBLEMS TO ME, and board of directors?

5
1. COMMUNICATION
2. MUTUAL RESPECT
3. SENSE OF COMMON DIRECTION
4. UNDERSTANDING OF ROLES
5. WILLINGNESS TO TAKE RISKS TOGETHER

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

S
VOTE → THE BOARD OF DIRECTORS IS TYPICALLY A GROUP
VS ELECTED ENTIRELY BY THE MEMBERSHIP TO HANDLE
ALL ADMINISTRATIVE MATTERS ON BEHALF OF THE
MEMBERSHIP AND TYPICALLY COMPRISED OF A PRESIDENT,
VICE PRESIDENT, SECRETARY, TREASURER & BOARD MEMBER,
CONSENSUS → INTEGRATED CHAPTER MANAGEMENT POSITIONS CAN BE
ELECTED OR APPOINTED, AND THE DIRECTOR IS TYPICALLY
A PERMANENT MEMBER. COORDINATORS OR LEADERS OF
EQUAL AUTHORITY ARE USED TO ACHIEVE GOALS AND TASKS
INVOLVED IN OPERATING THE CHORUS

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

S
THE DIRECTOR MAY ACT IN AN ADVISORY
CAPACITY TO THE BOARD OF DIRECTORS, BUT
IS NOT TYPICALLY A VOTING MEMBER.
THE DIRECTOR IS A FULL FUNCTIONING
MEMBER UNDER INTEGRATED CHAPTER
MANAGEMENT.

25 total points

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

Evaluator

[Signature]

Date 8-4-00

ED Signature

[Signature]

Date 8-5-00