

- C 20. Proper posture for singing is an upright stance with body weight primarily
- a. evenly distributed on both feet
 - b. on the heels with the legs relaxed
 - c. forward on the balls of the feet.

To be completed by the DMA

Total points ~~10~~ 13 ÷ 2 = Score ~~5~~ 6.5

Signed: Mary Lynn Koebkenberg, DMA #4 Date 2-1-90
DCP Coordinator

DIRECTOR CERTIFICATION PROGRAM

SKILL AREA VIII: COMMUNICATION SKILLS

PART I: (FOR DIRECTOR OR ASS'T./ASSOC. DIRECTOR)

COMPILATION OF RESULTS
(To be completed by DMA)PARTICIPANT'S NAME Karen Matthews CHAPTER FRS VII DATE 7-90
1-18-90Classification: Director ✓ Ass't./Assoc. Director _____

INSTRUCTIONS: Evaluate the participant's communication skills by assigning a numerical rating of 1-5 (5 = excellent; 1 = poor) for each item.

Tot. Pts.	# of Responses	Score
-----------	----------------	-------

The participant:

- | | |
|---|-------------------------------------|
| 1. Solicits and utilizes input from the chorus. | <u>53</u> ÷ <u>13</u> = <u>4.08</u> |
| 2. Gives clear instructions and communicates expectations. | <u>61</u> ÷ <u>13</u> = <u>4.69</u> |
| 3. Communicates in a positive manner. | <u>59</u> ÷ <u>12</u> = <u>4.92</u> |
| 4. Exhibits enthusiasm. | <u>65</u> ÷ <u>13</u> = <u>5.00</u> |
| 5. Demonstrates a willingness to accept outside assistance. | <u>63</u> ÷ <u>13</u> = <u>4.85</u> |
| 6. Has consistent communication signals (i.e., eye contact, body language, and voice.) | <u>62</u> ÷ <u>13</u> = <u>4.77</u> |
| 7. Offers positive reinforcement. | <u>62</u> ÷ <u>13</u> = <u>4.77</u> |
| 8. Exhibits security in position of director or assistant/associate director (whichever is applicable). | <u>57</u> ÷ <u>13</u> = <u>4.38</u> |
| 9. Accepts constructive criticism well. | <u>57</u> ÷ <u>13</u> = <u>4.38</u> |
| 10. Communicates that the chorus <u>can</u> reach its goals. | <u>62</u> ÷ <u>13</u> = <u>4.77</u> |

Total 46.61 ÷ 10 = Score, Part I 4.66Total 46.61Score, Part I 4.66 + Score, Part II 4.50 = Total Score 9.16

Signed: _____, DMA Date _____

SWEET ADELINES, INC.

DIRECTORS CERTIFICATION PROGRAM

SKILL AREA VIII: COMMUNICATION SKILLS

PART II: To be completed by all program participants and evaluated by DMA.

NOTE: Part I is available for directors and ass't./assoc. directors only.

PARTICIPANT'S NAME Karen Mathews CHAPTER Friendship VII DATE _____Classification: Director ☒ Ass't./Assoc. Director _____ Other _____

INSTRUCTIONS: Respond to each of the following items as indicated.

- +4** 1. List five (5) components in a Sweet Adeline director's effective communication with the chorus. (5 points possible)

1. I let them know what's going on and how I feel about it. (Education, show material, sing engagements)
 2. Give praise. let them know I appreciate them
 3. I go in well prepared and very confident. letting them know I mean business

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)

+3 I would see her alone, asking is there anything I can do to help you. Are you having problems with your notes? Can we meet early so we both can go over the music? I hear some wrong notes from the section around you, is it you or do you know who it is?

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)

+2 First I would work with her using a mirror and tape. This way I can express what I feel she needs to do without having the whole chorus listening. Then when in front of the chorus I feel more comfortable and she will be also because we had one on one contact and bonded to become a unit. Therefore I would then praise her in front of chorus to help build her confidence.

Total 9 ÷ 2 = Score, Part II 4.5

DIRECTOR CERTIFICATION PROGRAM

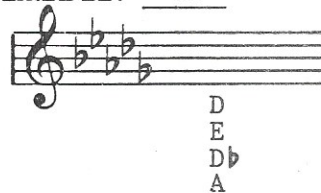
SKILL AREA IX: MUSIC THEORY

(To be completed by program participant)

PARTICIPANT'S NAME Karen Matthews CHAPTER Friendship VII DATE 1-20-91

Classification: Director ☒ Ass't./Assoc. Director ☐ Other ☐

In Part I (KEY SIGNATURES) there are four choices for each key. Write the correct answer in the blank before each key signature. EXAMPLE: Db



<p>1. <u>Bb</u></p> <p>E Bb G Ab</p>	<p>2. <u>Ab</u></p> <p>A Ab F E</p>	<p>3. <u>Ab</u></p> <p>B Ab E Eb</p>	<p>4. <u>G</u></p> <p>D G E C</p>	<p>5. <u>C</u></p> <p>G D C F</p>
<p>6. <u>F</u></p> <p>D C Bb F</p>	<p>7. <u>Eb</u></p> <p>C Eb G Bb</p>	<p>8. <u>B</u></p> <p>G D C B</p>	<p>9. <u>E</u></p> <p>E A D F</p>	<p>10. <u>D</u></p> <p>C D G E</p>

The remaining parts of the test are multiple choice (a,b,c,d). Select the correct answer and place its letter in the blank before each item.

EXAMPLE: B

A. Major 7th
B. Octave
C. Perfect 4th
D. Aug. 5th

II. INTERVALS - Identify each interval.

<p>11. <u>B</u></p> <p>A. Perfect 5th B. Major 3rd C. Perfect 4th D. minor 6th</p>	<p>12. <u>D</u></p> <p>A. Major 3rd B. Dim. 5th C. minor 3rd D. Perfect 5th</p>	<p>13. <u>A</u></p> <p>A. Major 7th B. minor 7th C. Dim. 7th D. Octave</p>	<p>14. <u>C</u></p> <p>A. minor 7th B. Aug. 5th C. Dim. 5th D. Perfect 5th</p>	<p>15. <u>A</u></p> <p>A. Aug. 5th B. Dim. 5th C. Perfect 5th D. minor 6th</p>
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16. A 17. A 18. D 19. B 20. C

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

21. D 22. D 23. C 24. D 25. B

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

III. TIME SIGNATURES - Select the correct time signature for each item below.

26. A 27. C

- | | | | | | |
|------------------|------------------|-------------------|------------------|------------------|-------------------|
| A. $\frac{4}{4}$ | B. $\frac{3}{4}$ | C. $\frac{12}{8}$ | A. $\frac{2}{2}$ | B. $\frac{4}{4}$ | C. $\frac{12}{8}$ |
|------------------|------------------|-------------------|------------------|------------------|-------------------|

28. B 29. A 30. C

- | | | | | | | | | |
|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| A. $\frac{5}{8}$ | B. $\frac{3}{4}$ | C. $\frac{6}{8}$ | A. $\frac{6}{8}$ | B. $\frac{4}{4}$ | C. $\frac{3}{2}$ | A. $\frac{5}{8}$ | B. $\frac{6}{8}$ | C. $\frac{3}{8}$ |
|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|

IV. CHORD RECOGNITION - Identify each kind of chord.

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

- | | | | | |
|-----------------|-----------------|-----------------|----------------|-----------------|
| A. Dominant 7th | A. Major triad | A. Dominant 7th | A. minor triad | A. Dominant 7th |
| B. Major 7th | B. Major 9th | B. minor 7th | B. Major 9th | B. Major triad |
| C. minor 3rd | C. minor triad | C. Major 6th | C. minor 7th | C. minor 6th |
| D. minor 7th | D. Dominant 9th | D. Dominant 9th | D. Major 7th | D. Dim. 7th |

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

A. Dim. 7th	A. Major triad	A. Major 7th	A. Major triad	A. Dominant 7th
B. minor 7th	B. Dominant 7th	B. minor 7th	B. Minor triad	B. minor triad
C. Dominant 7th	C. Major 7th	C. Dominant 7th	C. minor 7th	C. Major 7th
D. Major 7th	D. minor triad	D. Dim. 7th	D. minor 6th	D. Major triad

V. IDENTIFYING PARTS OF CHORDS - In each item, one note of the chord is circled. Choose whether the circled note is the Root, Third, Fifth or Seventh of the chord.

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

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

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

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

To be completed by DMA:

Total correct answers 34 $\div 5$ = Score 6.8

Signed: Mary Lynn Waalkenburg for DMA #4

Date 8/14/91

DIRECTOR CERTIFICATION PROGRAM

SKILL AREA X: REHEARSAL PLANNING AND IMPLEMENTATION

PART I: (FOR DIRECTOR OR ASS'T./ASSOC. DIRECTOR ONLY - to be completed by the DMA or her designated representative)

NOTE: Part I of this evaluation is available for directors and ass't./assoc. directors only.

PARTICIPANT'S NAME Karen Mathews CHAPTER Friendship VII DATE 8/14/91

Classification: Director ✓ Ass't./Assoc. Director _____

INSTRUCTIONS TO DMA: Based on your observation of an actual rehearsal situation, evaluate the program participant's rehearsal technique by assigning a numerical rating of 1-5 (5 = excellent; 1 = poor) for each item.

- | | |
|---|-----------|
| 1. Begins rehearsal on time. | <u>5</u> |
| 2. Includes time for the assistant director(s) and choreographers, as needed. | <u>3</u> |
| 3. Provides sufficient vocal warm-up. | <u>4</u> |
| 4. Planned schedule for rehearsals is evident. | <u>4</u> |
| 5. Provides a challenging pace and variety for the rehearsal format. | <u>4</u> |
| 6. Rehearses existing repertoire. | <u>3</u> |
| 7. Works on new repertoire. | <u>4</u> |
| 8. Provides time for introduction and acknowledgment of guests. | <u>5</u> |
| 9. Appears to know the music thoroughly. | <u>4</u> |
| 10. Ends rehearsal on time. | <u>5</u> |
| 11. Gives criticism and praise appropriately. | <u>5</u> |
| 12. Seems to spend the proper amount of time on each activity. | <u>4</u> |
| 13. Demands an appropriate level of achievement from chorus. | <u>3</u> |
| 14. Provides appropriate rest periods. | <u>3</u> |
| 15. Maintains an even temperament. | <u>4</u> |
| Total points | <u>60</u> |

Total points 60 ÷ 15 = Score, Part I 4.00

Score, Part I 4.00 + Score, Part II 5 = Total Score 9

Signed: _____, DMA # _____ Date _____

SWEET ADELINES, INC.

DIRECTOR CERTIFICATION PROGRAM

SKILL AREA X: REHEARSAL PLANNING AND IMPLEMENTATION

PART II: To be completed by all program participants.

NOTE: Part I is available for directors and ass't./assoc. directors only.

PARTICIPANT'S NAME Karen Matthews CHAPTER Friendship VII DATE _____Classification: Director ✓ Ass't/Assoc. _____ Other _____

The time is six weeks before regional competition and three months before the annual chapter show. The chorus is competing. Write your plan for a regularly-scheduled, three-hour evening rehearsal. 8/26/90

7:00-7:10 Physical Warm-ups Choreographer
 7:10-7:20 Vocal humming + scales with Assistant
 7:20-7:30 Vocal Development with director
 Laura's exercises - peel off - chord exercise
 7:30-7:50 Contest Song - Pal - Cradle Days
 Rehearse + check notes
 7:50-8:00 Perform Ballad with expression!
 8:00-8:10 Review last week's choreography on untune
 8:10-8:30 Putting untune together
 8:30-8:40 Putting Package together including
 Break between songs.
 8:40-8:50 Introduce last 2 Show Songs
 Quartet sing chorus + tape
 8:50-9:00 Intro of guests / chorus sits
 9:00-9:15 Sing through music for first segment
 recheck last week's problem spots (no music)
 9:15-9:30 Second segment - work with soloist
 9:30-9:45 Circle Sing - third seg (Music + pencils)
 9:45-10:00 Lead/Bass dueting - Bari's + tenor still in Circle
 Sing All three songs / work on 2 new ones for next week
 10:00 — Harmonize The World - Announcements

Score, Part II 5 (Total possible score = 5)Signed: Molly Adoffman, DMA # 4 Date 16 July 1993

LAST NAME: MATHEWS

FIRST NAME: KAREN

MI: A

TITLE: MS

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PHONE (H): (614)432-3682

PHONE (A): _____

REGION: 04

CHAPTER: FRIENDSHIP VII

DIR/CO: X

ASST/ASSO: _____

CAND.: _____

N/M: _____

CHORUS: _____

APPLICANT: 02-89

APPROVED: _____

CERTIFIED: _____

MASTER: _____

TEST I: 7.8

TEST II: 6.0

TEST III: 7.5

TEST IV.I: 9

TEST IV.II: 7.5

TEST V.I: 4.3

TEST V.II: 4.5

TEST VI: 7.0

TEST VII: 6.5

TEST VIII.I: 4.6

TEST VIII.II: 4.5

TEST IX: 6.8

TEST X.I: 4

TEST X.II: 5

TOTAL: 0

M/T: 0 76.5

M/C: 0 76.5

REG SCORE: _____

INTL SCORE: _____

PROG RPT: _____

EDUCATION EVENT: _____