

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

Participant's Name Ted Rose II  
Chapter Almost Heaven Date 01/17/03  
Classification: Director/Co-director X 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
- ✓c. 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
- 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.*

18 total points (maximum 20 total points)

Divide total points by 2 = 9.0 TOTAL SCORE (maximum 10)

Evaluator Lita A. Jucker Date 1/17/03

ED Signature \_\_\_\_\_ Date \_\_\_\_\_



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

Participant's Name Ted Rose II  
Chapter Almost Heaven Date 01/17/03  
Classification: Director/Co-director X 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      A. Major 3rd      A. Major 7th      A. minor 7th  
B. Major 3rd      B. Dim. 5th      B. minor 7th      B. Aug. 5th  
C. Perfect 4th      C. minor 3rd      C. Dim. 7th      C. Dim. 5th  
D. minor 6th      D. Perfect 5th      D. Octave      D. Octave

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

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

23. C.      24. D.      25. B.

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      A    B    C      A    B    C

4    3    12      5    3    12      2    4    12

4    4    8      8    4    8      2    4    8

29. A.      30. C.

A    B    C      A    B    C

6    4    3      5    6    3

8    4    2      8    8    8

**PART IV — CHORD RECOGNITION:** Identify each chord. Select the correct answer and place its *letter* in the blank above the measure. *Depends on Bass*

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

- ☐ 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

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

- ☒ 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



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

49 total points (Each correct answer is worth 1 point.)

Divide total points by 5 = 9.8 TOTAL SCORE (maximum 10)

Evaluator Lita D. Jucker

Date 1/17/03

ED Signature \_\_\_\_\_

Date \_\_\_\_\_

# SKILL AREA 10, PART 1: REHEARSAL PLANNING & IMPLEMENTATION COMPILATION OF RESULTS OF CHORUS EVALUATION

Participant's Name Ted Rose  
Chapter Almost Heaven Date 11/5/02  
Skill Area 10, Part 1 is to be completed for Director/Co-director and Assoc/Asst. director only.  
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
Begins rehearsal on time.				
<u>5 5 5 5 5 5 5 5 4 5 5 5</u> = <u>59</u>	÷	<u>12</u>	=	<u>4.92</u>
Includes time for the associate/assistant director(s) and choreographers, as needed.				
<u>5 5 5 3 4 5 5 4 4 4 5</u> = <u>49</u>	÷	<u>11</u>	=	<u>4.45</u>
Provides sufficient vocal warm-up.				
<u>5 5 5 5 5 5 5 5 5 5 5 5</u> = <u>60</u>	÷	<u>12</u>	=	<u>5.0</u>
Planned schedule for rehearsals is evident.				
<u>5 5 5 5 5 5 5 5 4 5 5 5</u> = <u>59</u>	÷	<u>12</u>	=	<u>4.92</u>
Provides a challenging pace and variety for the rehearsal format.				
<u>5 5 5 5 5 5 5 5 4 5 5 5</u> = <u>59</u>	÷	<u>12</u>	=	<u>4.92</u>
Rehearses existing repertoire.				
<u>5 5 5 5 5 5 5 5 4 5 5 5</u> = <u>59</u>	÷	<u>12</u>	=	<u>4.92</u>
Works on new repertoire.				
<u>5 5 4 5 5 3 5 5 5 5 5 5</u> = <u>57</u>	÷	<u>12</u>	=	<u>4.75</u>
Provides time for introduction and acknowledgment of guests.				
<u>4 5 4 5 5 5 5 5 4 5 5 5</u> = <u>57</u>	÷	<u>12</u>	=	<u>4.75</u>
Appears to know the music thoroughly.				
<u>4 5 4 4 5 5 5 5 5 5 5 5</u> = <u>57</u>	÷	<u>12</u>	=	<u>4.75</u>
Ends rehearsal on time.				
<u>4 5 4 5 5 5 5 5 3 4 3 5</u> = <u>53</u>	÷	<u>12</u>	=	<u>4.42</u>

(tabulation sheet continued on next page)



Gives criticism and praise appropriately.

$$\underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{4} \ \underline{5} \ \underline{5} \ \underline{4} \ \underline{5} \ \underline{5} \ \underline{5} = \underline{58} \quad \div \quad \underline{12} \quad = \quad \underline{4.83}$$

Seems to spend the proper amount of time  
on each activity.

$$\underline{4} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{4} \ \underline{5} \ \underline{5} \ \underline{4} = \underline{57} \quad \div \quad \underline{12} \quad = \quad \underline{4.75}$$

Demands an appropriate level of achievement  
from the chorus.

$$\underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{4} \ \underline{5} \ \underline{5} \ \underline{5} = \underline{59} \quad \div \quad \underline{12} \quad = \quad \underline{4.92}$$

Provides appropriate rest periods.

$$\underline{4} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{4} \ \underline{5} \ \underline{4} \ \underline{5} = \underline{57} \quad \div \quad \underline{12} \quad = \quad \underline{4.75}$$

Maintains an even temperament.

$$\underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} \ \underline{5} = \underline{60} \quad \div \quad \underline{12} \quad = \quad \underline{5.0}$$

Maximum total is 5 points.

Sum ITEM SCORES =  $\underline{72.05} \div 15 = \underline{4.80}$  TOTAL SCORE, Skill Area 10, Part 1

Evaluator

*Lita A. Tucker*

Date

*11/6/02*

ED Signature

Date

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

Participant's Name Ted Rose II  
Chapter Almost Heaven Date 01/17/03  
Skill Area 10 Evaluation — Part 2 is to be completed by all classifications.  
Classification: Director/Co-director X 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.

0:00 stretches, warm-ups, mental preps. discuss plan for evening.  
0:15 run through contest songs, split into sectionals to  
0:30 touch on any issues that arose, return and work  
0:45 on contest songs as a group, focusing more on choral  
1:00 unity. Assign "homework" if needed  
1:15 tag quartering on contest numbers (take note of  
1:30 ind. problems if necessary.)  
1:45 Short break. Convene into Business meeting.  
2:00 Run package for show, focusing first on well known  
2:15 numbers, and getting more in depth with newer  
2:30 songs as time continues. Allow some time for  
2:45 assistant directors on certain numbers. Use  
3:00 this time for learning as well. "craft."  
Thank the ladies for their efforts, "circle up" which  
involves b-days, anniversaries, acknowledge guests, →

(Possible points = 5) 5.0 TOTAL SCORE, PART 2 (maximum 5)

Evaluator Lita A. Ince Date 1/17/03  
ED Signature \_\_\_\_\_ Date \_\_\_\_\_

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

Participant's Name Ted Rose II  
Chapter Almost Heaven Date 01/17/03  
Classification: Director/Co-director X 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
- 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
- I 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
- Q Music Services Department
- 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.
- L 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 and support  
its members in the singing of 4 part, women's barbershop

~~12.~~ What is the name of the International President? \_\_\_\_\_

~~13.~~ What is your Communications/Technology Coordinator's name? \_\_\_\_\_

~~14.~~ 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 in Harmony Program

17. Of the eight regional leaders, to whom would you go for:

~~a.~~ approval of chapter standing rules? Judge

b. help in finding a coach? Education Coordinator

c. help with membership retention? Membership/Marketing Coordinator

*Participant: Leave the rest of this page blank.*

11 total points (Each correct answer is worth 1 point.)

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

Evaluator Leta A. Tucker

Date 1/17/03

ED Signature \_\_\_\_\_

Date \_\_\_\_\_