

SWEET ADELINES, INC.

## DIRECTOR CERTIFICATION PROGRAM

PROGRESS REPORT

NOTE: THIS INFORMATION IS CONFIDENTIAL.

INSTRUCTIONS TO DMA: Record the score which the participant achieves for each skill area. If evaluation for one or more areas has not yet taken place at the time the Progress Report is completed, write "NA" in the appropriate blank(s). Distribution: One copy to International Headquarters; one copy to participant; one copy to DMA file.

PARTICIPANT'S NAME Link R... DATE 6/1/88  
 CHAPTER NAME ... REGION # 4  
 DIRECTOR PARTICIPANT ✓ NON-DIRECTOR PARTICIPANT \_\_\_\_\_  
 TOTAL SCORE 37

8  
4 I. Conducting Skills

1. No aptitude for conducting.
2. Minimal conducting skills.
3. Acceptable conducting techniques in the barbershop style.
4. Above average conducting techniques in the barbershop style.
5. Outstanding conducting techniques including artistry, finesse, creativity, and showmanship in the barbershop style.

6 3 II. Analytical Listening Skills

1. Lack of analytical listening skills.
2. Minimal capability in analytical listening skills.
3. Satisfactory ability to identify, analyze, evaluate and correct, if necessary, the barbershop sound as produced by individual voices and/or performing groups.
4. Above average capability in analytical listening skills.
5. Exceptional capability in analytical listening skills.

10  
5 + 4  
15  
4.5 (4) III. Organizational Knowledge/Commitment

1. No knowledge of and/or commitment to Sweet Adelines, Inc.
2. Basic knowledge of the organization's structure and philosophy.
3. Supports and encourages participation in programs at the regional and International level, i.e., competition, educational events, regional meetings, etc.
4. Promotes organizational involvement and participation.
5. Assumes active leadership role at the regional and/or International level.

(continued)



PARTICIPANT'S NAME Eric Howard

10 5 IV. Teaching Skills

1. No teaching skills within the framework of a chorus rehearsal.
2. Minimal teaching skills within the framework of a chorus rehearsal.
3. Satisfactory teaching skills within the framework of a chorus rehearsal.
4. Above average teaching skills within the framework of a chorus rehearsal.
5. Exceptional teaching skills within the framework of a chorus rehearsal.

4 V. Management Skills

- 8
1. No level of management skills.
  2. Minimal level of management skills.
  3. Satisfactory level of management skills, i.e., identifies, develops and utilizes the specialized skills of individual chorus members.
  4. Above average level of management skills.
  5. Exceptional level of management skills.

3 VI. Knowledge of the Barbershop Style as Delineated by the Four Judging Categories

- 6
1. No knowledge or application of the barbershop style as delineated by the four judging categories.
  2. Minimal knowledge and application of the barbershop style as delineated by the four judging categories.
  3. Satisfactory knowledge and application of the barbershop style as delineated by the four judging categories.
  4. Above average knowledge and application of the barbershop style as delineated by the four judging categories.
  5. Exceptional knowledge and application of the barbershop style as delineated by the four judging categories.

5 VII. Vocal Production Knowledge

- 10
1. No ability to identify and evaluate, explain, demonstrate and teach proper vocal production techniques.
  2. Minimal ability to identify and evaluate, explain, demonstrate and teach proper vocal production techniques.
  3. Satisfactory ability to identify and evaluate, explain, demonstrate and teach proper vocal production techniques.
  4. Above average ability to identify and evaluate, explain, demonstrate and teach proper vocal production techniques.
  5. Thorough knowledge of vocal production techniques and outstanding ability to teach and demonstrate proper singing techniques.

(continued)



PARTICIPANT'S NAME

Linda Lander

5 VIII. Communication Skills

- 10
1. No level of communication skills.
  2. Minimal level of communication skills.
  3. Satisfactory level of communication skills, i.e., ability to talk and be heard as well as to listen and understand.
  4. Consistent above average level of communication skills.
  5. Maintains circular rapport on a regular basis.

IX. Knowledge of Music Theory

1. No understanding of musical notation.
2. Minimal understanding of musical notation.
3. Satisfactory understanding of musical notation and music theory.
4. Above average understanding of musical notation and music theory.
5. Thorough knowledge of musical notation and music theory.

4 X. Rehearsal Planning and Implementation Skills

- 8
1. No understanding of rehearsal planning and implementation techniques.
  2. Minimal understanding of rehearsal planning and implementation techniques.
  3. Plans and executes a satisfactory weekly rehearsal.
  4. Plans and executes an effective weekly rehearsal.
  5. Shows exceptional skills at planning and implementing the weekly rehearsal as a part of a long range educational program.

Attendance at director education events:

Regional

1988 Winter Mtg

International

1987 Rev. L. J. Smith

Comments:

*Linda - I still need your music theory book. One enclosed attached for your convenience.*

Status:

Retained as: Applicant Director ✓  
Certified Director \_\_\_\_\_

Approved Director \_\_\_\_\_  
Master Director \_\_\_\_\_

Advanced to: Approved Director \_\_\_\_\_  
Master Director\* \_\_\_\_\_

Certified Director\* \_\_\_\_\_

\*Pending approval by Music Direction Committee

Signed:

Chas. Lander, DMA # 4

Date

6/1/88



SWEET ADELINES, INC.

DIRECTOR CERTIFICATION PROGRAM

SELF-EVALUATION

NOTE: THIS INFORMATION IS CONFIDENTIAL.

INSTRUCTIONS: Please complete this form and forward it to your DMA. You may retain a copy for your personal files, if you so desire.

NAME Linda Rowand (member - Capital City)  
CHAPTER Hoosier Hills REGION 4  
ADDRESS 10440 E. Edgewood Ave. PHONE (317) 862-6268 (h) DATE 8/26/87  
Indianapolis, IN 46239 (317) 841-4749 (o)

Currently serving as: Sweet Adeline chorus director xx co-director \_\_\_\_\_  
assistant/associate director \_\_\_\_\_ section leader \_\_\_\_\_ other \_\_\_\_\_

(Assistant Director - Capital City)

In the blank to the left of each item, write the number of the statement that best describes your level of proficiency in that component.

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1. No knowledge of and/or commitment to Sweet Adelines, Inc.
2. Basic knowledge of the organization's structure and philosophy.
3. Supports and encourages participation in programs at the regional and International level, i.e., competition, educational events, regional meetings, etc.
4. Promotes organizational involvement and participation.
5. Assumes active leadership role at the regional and/or International level.

(continued)

PARTICIPANT'S NAME Linda Rowand

4 IV. Teaching Skills

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3. Satisfactory ability to identify and evaluate, explain, demonstrate and teach proper vocal production techniques.
4. Above average ability to identify and evaluate, explain, demonstrate and teach proper vocal production techniques.
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(continued)

PARTICIPANT'S NAME Linda Rowand

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1. No understanding of rehearsal planning and implementation techniques.
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4. Plans and executes an effective weekly rehearsal.
5. Shows exceptional skills at planning and implementing the weekly rehearsal as a part of a long range educational program.

Comments:

I am employed as a Manager of Production Control in a Data Processing Department. I have found this job to be very helpful in my Sweet Adeline career, as well as Sweet Adelines has helped me on my job.

I feel that overall, I have an above average knowledge of Barbershop harmony and music theory when compared to the majority of our members. However, I feel that for my own development, there are still a number of things that I would like to feel more comfortable with so that I can respond to members needs and questions immediately. I do have resources available to me that I use for reference, and I am able to find answers to my questions. It will give me more self-confidence if I know that I have all that knowledge in my own head!

*Linda Rowand*



September 23, 1987

MEMO

TO: Char Gurney, DMA #4  
FROM: Sarah Harvey, Music Services Director  
RE: Director Certification Program

The director/member listed below has enrolled in the Director Certification Program:

Linda Rowand  
Hosier Hills Chorus  
10440 E. Edgewood Ave.  
Indianapolis, IN 46239  
(317) 862-6268 (H)  
841-4749 (O)

Director

Enclosed is a complete set of the blank tests and other forms which will be required as she/he proceeds through the program. Please make arrangements, as necessary, for administering tests and/or evaluations to this participant. You will also want to make certain she/he is notified whenever any training or classes for directors are being held.

SH:mr

cc: Peggy Chambers, CAE, Executive Director  
Carolyn Fedde, Education Director  
Marsha Leistner, Regent #4

APPLICATION FOR INTERNATIONAL DIRECTOR CERTIFICATION PROGRAM

I. PERSONAL DATA

NAME LINDA ROWAND CHAPTER HOOSIER HILLS REGION 4  
ADDRESS 10440 E. EDGEWOOD AVE PHONE (317) 862-6268 (H)  
INDIANAPOLIS, IN 46239 (317) 841-4749 (O)

I am/have been a Sweet Adeline director ☒  
assistant or associate director ☒  
section leader ☒

Chorus(es)/Dates HOOSIER HILLS - 9/85  
CAPITAL CITY - 5/84  
CAPITAL CITY - 1/87

II. SWEET ADELINE MEMBERSHIP DATA:

Year joined Sweet Adelines, Inc. 1980

Has your affiliation been continuous since that time? YES

Other chapter(s) and region(s) to which you have belonged? NONE

Check areas of Sweet Adelines, Inc. in which you have experience:

Chorus Director	<input checked="" type="checkbox"/>	International Music Faculty	<input type="checkbox"/>
Ass't./Assoc. Director	<input checked="" type="checkbox"/>	Judge in	Category
Section Leader	<input checked="" type="checkbox"/>	Quartet Member	<input checked="" type="checkbox"/>
DMA or DMA Faculty	<input type="checkbox"/>	Quartet Coach	<input checked="" type="checkbox"/>
Arranger (LIMITED)	<input checked="" type="checkbox"/>	Chorus Coach	<input type="checkbox"/>
Other	<input type="checkbox"/>		

III. MUSICAL BACKGROUND:

Formal Education NONE  
Other Musical Training 6 to 7 YEARS KEYBOARD LESSONS; ACCORDION, ORGAN & PIANO.  
Barbershop Experience Outside Sweet Adelines, Inc. NONE

(continued)



III. MUSICAL BACKGROUND (continued):

Describe any teaching experiences outside Sweet Adelines, Inc. NONE  
COACHING A MEN'S BARBERSHOP QUARTET

IV. SWEET ADELINES EDUCATIONAL BACKGROUND

How many regional competitions have you attended as:

Competing chorus director 0 Competing chorus member 7  
Spectator 0

Which Internationally sponsored Chorus Director Seminars have you attended?

1978 \_\_\_\_\_ 1979 \_\_\_\_\_ 1981 \_\_\_\_\_ 1983 \_\_\_\_\_ 1987 ✓

How many regional chorus director training programs have you participated in? 2

How many regional educational events have you attended in the last 3 years? 9

V. PERSONAL GOALS

What do you hope to gain from enrollment in this program? \_\_\_\_\_

TO FIND OUT MY STRENGTHS AND WEAKNESS AND TO BECOME  
THE BEST DIRECTOR I CAN BE. THIS WILL PROVIDE A  
MEASUREMENT OF MY SKILLS BEYOND COMPETITION SCORING.

Signature Linda Brumand Date 8/6/87

Enclose application fee of \$25.00 and mail to:

Carolyn Fedde, Education Director  
Sweet Adelines, Inc.  
P.O. Box 470168  
Tulsa, OK 74147



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

Participant's Name LINDA ROWAND  
Chapter CAPITAL CITY #4 Date 7-22-00  
Classification: Director/Co-director \_\_\_\_\_ Assoc/Asst. dir. X 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