

Fill in the blanks:

11. The purpose of Sweet Adelines International is to educate  
its members in the singing of Barbershop style music
12. What is the name of the International President? Carole Kirkpatrick
- X 13. What is your Communications/Technology Coordinator's name? \_\_\_\_\_
14. What is your ED's name? ~~Rita~~ Lynn Hartmuth
- X 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
17. Of the eight regional leaders, to whom would you go for:
  - X a. approval of chapter standing rules? \_\_\_\_\_
  - b. help in finding a coach? Lynn Hartmuth
  - c. help with membership retention? Wendy Gillette

Participant: Leave the rest of this page blank.

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

Divide total points by 2 = 7.5 TOTAL SCORE (maximum 10)

Evaluator Lita A. Tucker Date 12/16/03  
ED Signature \_\_\_\_\_ Date \_\_\_\_\_

# SKILL AREA 4, PART 1: TEACHING SKILLS

## COMPILATION OF RESULTS OF CHORUS EVALUATION

Participant's Name Steve Waggoner  
Chapter Almost Heaven Date 12/16/03  
Classification: Director/Co-director ☒ Assoc/Asst. dir. ☐  
To be completed for Director/Co-director or Assoc/Asst. director only

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 5 5 5 5 5 4 4 4 5 4</u> = <u>50</u>	<u>50</u>	<u>÷</u>	<u>11</u>	<u>= 4.5</u>
Methods of teaching vocal skills				
<u>4 5 5 5 5 5 5 5 5 5 5 4</u> = <u>58</u>	<u>58</u>	<u>÷</u>	<u>12</u>	<u>= 4.8</u>
Methods of teaching section work				
<u>3 4 5 5 5 5 5 4 4 5 4</u> = <u>49</u>	<u>49</u>	<u>÷</u>	<u>11</u>	<u>= 4.5</u>
Methods of teaching barbershop craft and style				
<u>5 5 5 5 5 5 5 5 5 5 5 4</u> = <u>59</u>	<u>59</u>	<u>÷</u>	<u>12</u>	<u>= 4.9</u>
Clarity of language				
<u>5 5 5 5 5 5 4 5 5 5 5 4</u> = <u>58</u>	<u>58</u>	<u>÷</u>	<u>12</u>	<u>= 4.8</u>
Follows a logical progression and pacing in teaching and rehearsal planning				
<u>4 5 5 5 5 5 5 5 5 4 5 4</u> = <u>61</u>	<u>61</u>	<u>÷</u>	<u>12</u>	<u>= 5.1</u>
Vocal inflection				
<u>4 5 5 5 5 5 5 5 5 5 5 4</u> = <u>58</u>	<u>58</u>	<u>÷</u>	<u>12</u>	<u>= 4.8</u>
Body language and energy, including facial expression				
<u>5 5 5 4 5 5 4 5 5 5 5 4</u> = <u>61</u>	<u>61</u>	<u>÷</u>	<u>12</u>	<u>= 5.1</u>
Maintains attention and control of the group				
<u>5 5 5 5 5 5 4 5 5 5 5 4</u> = <u>58</u>	<u>58</u>	<u>÷</u>	<u>12</u>	<u>= 4.8</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 5 5 5 5 5 5 5 5 4</u> = <u>59</u>	<u>59</u>	<u>÷</u>	<u>12</u>	<u>= 4.9</u>

Maximum total score is 10 points.

Sum ITEM SCORES = 48.2 ÷ 5 = 9.7 TOTAL SCORE, Skill Area 4

Evaluator Leta A. Tucker Date 12/16/03

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

## SKILL AREA 5, PART 1: MANAGEMENT SKILLS

### COMPILATION OF RESULTS OF CHORUS EVALUATION

Participant's Name Steve Waggoner  
Chapter Almost Heaven Date 12/16/03  
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>4 4 5 5 4 5 5 5 4 4 5 4 = 54</u>	<u>÷</u>	<u>12</u>	<u>= 4.5</u>
The participant provides training for the music staff members.	<u>3 4 4 4 4 5 4 4 4 5 4 = 45</u>	<u>÷</u>	<u>11</u>	<u>= 4.1</u>
The participant delegates duties to members showing strength in special areas.	<u>4 4 4 5 5 5 4 5 4 5 4 = 49</u>	<u>÷</u>	<u>11</u>	<u>= 4.5</u>
The participant works effectively with chapter administration.	<u>4 5 5 5 5 5 5 5 4 5 4 = 57</u>	<u>÷</u>	<u>12</u>	<u>= 4.8</u>
The participant develops, trains and utilizes a music team that makes it possible for each chorus member to receive individual assistance.	<u>3 5 5 5 5 4 5 5 4 4 5 4 = 54</u>	<u>÷</u>	<u>12</u>	<u>= 4.5</u>

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

Sum ITEM SCORES = 22.4 ÷ 5 = 4.5 TOTAL SCORE, Skill Area 5, Part 1

Evaluator Lita A. Tucker Date 12/16/03  
ED Signature \_\_\_\_\_ Date \_\_\_\_\_



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

Participant's Name Steve Waggoner  
Chapter Almost Heaven Date 10/25/03  
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.

x5 1) Help oversee sectionals. 2) Help new members become qualified musically by turning an "early bird" chorus to teach basics. 3) Run chorus practice if director is unavailable. 4) Do the warm-ups. 5) Help with teaching music.

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

x3 The music (tones, balance + blend) must be there first. Strong section leaders would be very important (2 per part) musical + administrative. Develop a visual team (including choreo, costumes, make-up etc.).

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

x5 Open lines of communication + a great deal of trust.

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

14 ① Board consists of 8-12 elected members, including Pres, Vice Pres, Treasurer, Secy & Recording secretary & at large members. Decisions made by major vote. ② Chapter Management consists of 6-8 members where the chapter changes the by laws to allow for team members that fit the needs of the chorus.

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

15 In a board, the director may attend ~~(not a member)~~ board meetings if they wish. They have input but no vote. In the team, they are not only a member (with input) but also have a vote.

22 total points

Divide total points by 5 = 4.4 TOTAL SCORE, PART 2 (maximum 5)

Evaluator Kita A. Jovan Date 12/16/03  
ED Signature \_\_\_\_\_ Date \_\_\_\_\_

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

Participant's Name Steve Waggoner  
Chapter Almost Heaven Date 1-17-04  
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.

- ✓ 1. In the sound category, 60% of your score relates to artistic sound.
- ✓ 2. In the music category, 30% of your score has to do with the arrangement.
- ✓ 3. In the expression category, lyric interpretation accounts for 70% of your score.
- ✓ 4. In the showmanship category, 70% of your score is focused on Visual/kit.
- ✓ 5. Describe the importance of unity and how it relates to *each category*.  
Sound - Without it - there isn't an ensemble sound -  
Music - same as above  
Expression - the chorus must be unified on the meaning of song  
Showmanship - without unity
- ✓ 6. The total points available for a two-song performance in a regional competition is 800.
- ✓ 7. List two ways a director might detract from the visual performance as described in the showmanship category. (Each part worth 4 points.)
  - a. Upstaging the chorus
  - b. Lack of energy
- ✓ 8. How many categories are affected by harmony accuracy? 4
- ✓ 9. Which category scoresheet has a picture of the barbershop cone? Sound
- ✓ 10. In case of a tie score, the score in the Sound category breaks the tie.
- ✓ 11. Who is the only judge evaluating how a chorus takes pitch? Showmanship



12. Describe the major identifying characteristics of the barbershop sound as it differs from other types of vocal music.

11/12 It is sung from the heart - using a more free style approach. The ballad part, particularly uses a rubato feel. We use only 11 chords.

13. List at least three elements necessary to create the barbershop "lock and ring." (Each part worth 4 points.)

- C
- a. Tuning
  - b. vowel match
  - c. Balance

14. List the three types of lyrics that are unacceptable in competition and subject to penalty. (Each part worth 4 points.)

- ✓
- a. absence
  - b. poor taste
  - c. Racial

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.)

- C
- a. not too rangy for any part
  - b. make sure no illegal chords exist
  - c. make sure the chorus can handle it.

16. List at least three elements that impede the forward motion in musical phrasing. (Each part worth 4 points.)

- C
- a. cutting off ends of words
  - b. Lack of synchronization
  - c. poor use of singable consonants (not energized).

Participant: Leave the rest of this page blank.

42 total points (maximum 100 total points)

Divide total points by 10 = 4.2 TOTAL SCORE (maximum 10)

Evaluator Leta A. McLean Date 1/17/04

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

7.5

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

Participant's Name Steve Waggoner  
Chapter Almost Heaven Date 1-17-04  
Classification: Director/Co-director ☒ 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
- ✓A 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 P must be lifted.  
a. vocal cords                      b. soft palate                      c. intercostals  
d. larynx                          e. diaphragm
- C-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
- C-D 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



- ✓ E 8. Proper phonation is achieved by lifting the:  
a. abdominal muscles    b. jaw    c. phrenic nerve  
d. larynx    e. epiglottis
- ✓ D 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 C must be relaxed and free.  
a. intercostal muscles    b. vagus nerve    c. jaw  
d. hyoid bone    e. sternum
- ✓ 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 E 14. Which of the following is *not* an articulator?  
a. lips    b. tongue    c. jaw  
d. teeth    e. hard palate
- ✓ C 15. The vocal cords are attached to the:  
a. soft palate    b. hyoid bone    c. pharynx  
d. epiglottis    e. thyroid cartilage
- C 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
- 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.*

15 total points (maximum 20 total points)

Divide total points by 2 = 7.5 TOTAL SCORE (maximum 10)

Evaluator \_\_\_\_\_ Date \_\_\_\_\_

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