

**SKILL AREA 8, PART 1: COMMUNICATION SKILLS**  
**COMPILATION OF RESULTS OF CHORUS EVALUATION**

Participant's Name Steve Waggoner  
Chapter Almost Heaven Date 12/16/03  
Skill Area 8, Part 1 is to be completed by 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
Handles input from chorus members in a positive manner.					
<u>4 4 5 5 5 5 4 5 5 4 5 4</u> = <u>55</u>	<u>55</u>	<u>÷</u>	<u>12</u>	<u>=</u>	<u>4.6</u>
Gives clear instructions and communicates expectations.					
<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>=</u>	<u>4.8</u>
Communicates in a positive manner.					
<u>4 4 5 4 5 5 4 5 4 4 5 4</u> = <u>53</u>	<u>53</u>	<u>÷</u>	<u>12</u>	<u>=</u>	<u>4.4</u>
Exhibits enthusiasm.					
<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>=</u>	<u>4.8</u>
Demonstrates ability to work with a coach (or other outside assistance), to accept suggestions and to work effectively with the chorus in such a situation.					
<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>=</u>	<u>4.9</u>
Has consistent communication signals (i.e., eye contact, body language, voice).					
<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>=</u>	<u>4.8</u>
Offers positive reinforcement.					
<u>4 4 5 5 5 5 5 5 5 5 5 4</u> = <u>57</u>	<u>57</u>	<u>÷</u>	<u>12</u>	<u>=</u>	<u>4.8</u>
Exhibits security and confidence in the position of director/co-director or associate/assistant director (whichever is applicable).					
<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>=</u>	<u>4.9</u>
Accepts constructive criticism well.					
<u>4 4 5 4 5 5 4 4 4 4 5 4</u> = <u>52</u>	<u>52</u>	<u>÷</u>	<u>12</u>	<u>=</u>	<u>4.3</u>
Communicates positive expectations that the chorus can reach its goals.					
<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>=</u>	<u>4.9</u>

Maximum total score is 5 points.

Sum ITEM SCORES = 47.2 ÷ 10 = 4.7 TOTAL SCORE, Skill Area 8, Part 1

Evaluator Lita D. Jucker Date 12/16/03  
ED Signature \_\_\_\_\_ Date \_\_\_\_\_

**DIRECTOR CERTIFICATION PROGRAM  
SKILL AREA 8 EVALUATION — PART 2  
COMMUNICATION SKILLS**

Participant's Name Steve Waggoner  
Chapter Almost Heaven Date 10/25/03  
Classification: Director/Co-director ☒ Assoc/Asst. dir. ☐ Candidate ☐  
Skill Area 8 Evaluation — Part 2 is to be completed by all classifications.

*Instructions to participant:*

Write a brief response to each question.

1. List five (5) ways a Sweet Adelines International director can communicate effectively with the chorus. (5 points possible) *+3*  
*1. Positive reinforcement when teaching when warranted. 2. Body language is important. 3. Appearance (be what you want them to be). 4. Non-singing bonding time is good too. 5. Use your Music Team.*
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*  
*1. Pull her aside after practice & ask her to be up front as gently as possible - telling her of the problems & offer to help her with those problems. 2. Let her know what you expect & work with her to achieve it.*
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) *+3*  
*1. Always be positive. When giving advice, do so privately. Offer to help them make a song her own. Lead by example so that the chorus see that you respect her when she's up front.*

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

8 total points

Divide total points by 2 = 4.0 TOTAL SCORE, PART 2 (maximum 5)

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



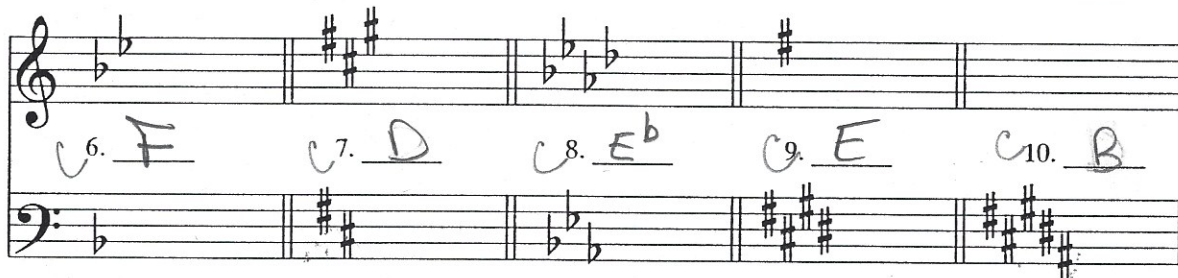
6.4

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

Participant's Name Steve Waggoner  
Chapter Almost Heaven Date 1-17-04  
Classification: Director/Co-director ✓ 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).

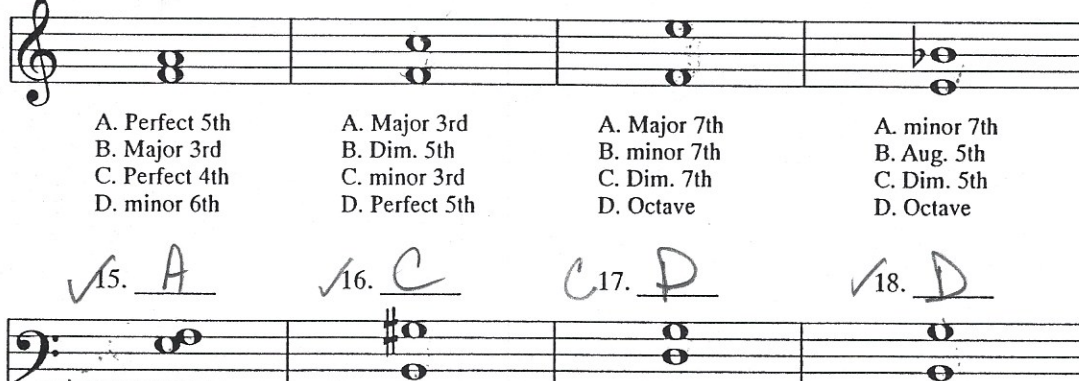
1. B<sup>b</sup>    2. A    3. A<sup>b</sup>    4. G    5. C



6. F    7. D    8. E<sup>b</sup>    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. A    16. C    17. D    18. D

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. A      21. A      22. D

19. A. Aug. 5th  
B. Dim. 5th  
C. Perfect 5th  
D. minor 6th

20. A. Major 3rd  
B. minor 3rd  
C. Major 2nd  
D. minor 2nd

21. A. minor 7th  
B. Octave  
C. Major 7th  
D. Major 6th

22. A. minor 3rd  
B. Major 3rd  
C. Perfect 5th  
D. Perfect 4th

23. C      24. D      25. B

23. A. Major 9th  
B. minor 7th  
C. Octave  
D. Major 7th

24. A. Perfect 3rd  
B. Octave  
C. minor 2nd  
D. Major 2nd

25. 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

$\frac{4}{4}$   $\frac{3}{4}$   $\frac{12}{8}$        $\frac{5}{8}$   $\frac{3}{4}$   $\frac{12}{8}$        $\frac{2}{2}$   $\frac{4}{4}$   $\frac{12}{8}$

29. A      ✓ 30. B

A B C      A B C

$\frac{6}{8}$   $\frac{4}{4}$   $\frac{3}{2}$        $\frac{5}{8}$   $\frac{6}{8}$   $\frac{3}{8}$

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

✓ 31. D    ✓ 32. A    ✓ 33. D    ✓ 34. D    ✓ 35. C

- 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. D    ✓ 40. B

- 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. B    ✓ 42. C    ✓ 43. B    ✓ 44. A    ✓ 45. A

- 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. D      ✓ 47. C      48. A      ✓ 49. D      C 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.*

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

Divide total points by 5 = 6.4 TOTAL SCORE (maximum 10)

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

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

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

Participant's Name Steve Waggoner  
Chapter Almost Heaven Date 12/16/03  
Skill Area 10, 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
Begins rehearsal on time.				
<u>4 5 5 5 5 5 5 5 5 4 5 4 = 57</u>	<u>57</u>	<u>÷</u>	<u>12</u>	<u>= 4.8</u>
Includes time for the associate/assistant director(s) and choreographers, as needed.				
<u>4 5 5 5 5 5 4 4 5 5 5 4 = 56</u>	<u>56</u>	<u>÷</u>	<u>12</u>	<u>= 4.7</u>
Provides sufficient vocal warm-up.				
<u>5 5 5 5 5 5 5 5 5 5 4 = 59</u>	<u>59</u>	<u>÷</u>	<u>12</u>	<u>= 4.9</u>
Planned schedule for rehearsals is evident.				
<u>4 5 5 5 5 5 5 5 5 5 4 = 58</u>	<u>58</u>	<u>÷</u>	<u>12</u>	<u>= 4.8</u>
Provides a challenging pace and variety for the rehearsal format.				
<u>4 5 5 5 5 5 5 4 5 5 5 4 = 57</u>	<u>57</u>	<u>÷</u>	<u>12</u>	<u>= 4.8</u>
Rehearses existing repertoire.				
<u>5 5 5 5 5 5 5 5 5 5 4 = 59</u>	<u>59</u>	<u>÷</u>	<u>12</u>	<u>= 4.9</u>
Works on new repertoire.				
<u>4 5 5 5 5 5 5 5 5 4 5 4 = 57</u>	<u>57</u>	<u>÷</u>	<u>12</u>	<u>= 4.8</u>
Provides time for introduction and acknowledgment of guests.				
<u>4 5 5 5 5 5 5 5 5 5 4 = 58</u>	<u>58</u>	<u>÷</u>	<u>12</u>	<u>= 4.8</u>
Appears to know the music thoroughly.				
<u>4 5 5 5 5 5 5 4 5 5 5 4 = 57</u>	<u>57</u>	<u>÷</u>	<u>12</u>	<u>= 4.8</u>
Ends rehearsal on time.				
<u>4 5 4 5 5 5 5 4 5 5 5 4 = 56</u>	<u>56</u>	<u>÷</u>	<u>12</u>	<u>= 4.7</u>

(tabulation sheet continued on next page)

Gives criticism and praise appropriately.

$$4 \ 5 \ 5 \ 4 \ 4 \ 5 \ 5 \ 5 \ 5 \ 5 \ 5 \ 4 = 56 \div 12 = 4.7$$

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

$$4 \ 5 \ 5 \ 5 \ 5 \ 5 \ 5 \ 4 \ 5 \ 4 \ 5 \ 4 = 56 \div 12 = 4.7$$

Demands an appropriate level of achievement  
from the chorus.

$$5 \ 5 \ 5 \ 5 \ 5 \ 5 \ 5 \ 5 \ 5 \ 5 \ 5 \ 4 = 59 \div 12 = 4.9$$

Provides appropriate rest periods.

$$4 \ 5 \ 5 \ 5 \ 5 \ 5 \ 5 \ 4 \ 5 \ 4 \ 5 \ 4 = 56 \div 12 = 4.7$$

Maintains an even temperament.

$$4 \ 4 \ 4 \ 4 \ 5 \ 5 \ 4 \ 4 \ 4 \ 4 \ 5 \ 4 = 51 \div 12 = 4.3$$

Maximum total is 5 points.

Sum ITEM SCORES = 71.3  $\div 15 =$  4.8 TOTAL SCORE, Skill Area 10, Part 1

Evaluator

Lita A. Tucker

Date

12/16/03

ED Signature

Date



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

Participant's Name Steve Waggoner  
Chapter Almost Heaven Date 10/25/03  
Skill Area 10 Evaluation — Part 2 is to be completed by all classifications.  
Classification: Director/Co-director ☒ 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. *(Plan is assuming that all music is off paper)*

- 6:30 - choreography ~~fun~~ *fun (not part of rehearsal per say.)*
- 7:00 - warm-ups
- 7:20 - Sectionals cover contest material, then show package - focusing on any trouble areas.
- 8:20 - break for some ~~fun~~ *fun* - singing tag of contest up tune.
- 8:30 - Run show package without stopping - have asst. dir. or section leaders listening for trouble spots (the to contest tunes are always part of the performance)
- 9:30 - Break for some quartetizing using contest pkg tunes.
- 10:00 Business (Sing a Song to your Neighbor + go home)

(Possible points = 5)

5 TOTAL SCORE, PART 2 (maximum 5)

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