

Monitors

Thank you so much for helping!

Outside Monitor:

1. You will be given the schedule of students for the levels for the room you are monitoring.
2. No audience is allowed in the competition room. Make sure that contestants and parents are quiet outside the competition room. You can direct them to sit in student study areas or in room 125 A where they can leave their coats.
3. Check that the contestants' names and numbers match. Have contestants ready at the door ready to go. As soon as the last contestant finishes and leaves the room, the next contestant can go in to warm up.
4. While the contestants are waiting outside the door, remind them that they can warm up on the piano for up to 1 minute with scales, arpeggios, chords etc. No part of their competition piece can be played for the warm up.
5. Please keep parents and students away from the door of the competition room while performance is in progress.
6. Winners will be announced at the end of each level. Gather all contestants and their parents after each level and let them into the room when the judges have reached their decision and the inside monitor opens the door.
7. Send judges/comments and winners/ list to the office (Room 120A) at the end of each level.
8. Please help clean up the competition room at the end of all competitions.

Inside Monitor:

1. You will be given the schedule of students for the levels for the room you are monitoring.
2. No audience is allowed in the competition room. You will usher the contestant in and help them to be comfortable at the piano. If necessary, help them to adjust the piano bench. They can warm up on the piano for up to 1 minute with scales, arpeggios, chords etc.
3. Announce to the Judges: **This is contestant No.? for Level?** Contestants should only be identified to judges by their number.
4. Usher the contestant out when he/she is done and at the same time usher the next one in to warm up.

5. At the end of each level, wait for the judges to reach a decision. Match the first, second and third place winners to the names on your list. Judges do not have names, only numbers.
6. When you are ready to announce winners, open the door for all contestant and parents to come in.
7. Introduce judges to the contestants, remind them that **the first place winner will play at the Winners/ Recital at 12 noon in the Lecture Recital Hall. All awards will be given out at the recital. All winners must be at the recital to receive their awards. Everyone is encouraged to attend the recital. All contestants will receive a certificate of participation and comments from their teachers at a later time. Thank all contestants for playing and encourage them to participate again in the next S/S Festival.**

For Level _____

The 3rd place winner is _____

The 2nd place winner is _____

The 1st place winner, who will play at the recital, is _____

8. We are on a tight schedule. Keep things moving. We generally have 10 minutes between levels.
9. Please help clean up the competition room at the end of all competitions.

1. Introduce judges to the contestants.
2. First place winner will play at the Winners' Recital at 12 noon in the LRH
3. All awards will be given out at the recital
4. All winners need to be at the recital to receive their award
5. Encourage everyone to attend the recital.
6. All contestants will receive a certificate of participation and comments from their teachers at a later date.
7. Thank all contestants for playing and encourage them to participate again the next S/S Festival

For Level _____

The 3rd place winner is _____

The 2nd place winner is _____

The 1st place winner is, who will play at the recital is

Send this result to the office (Room 120A)