

Dear Colleagues,

Thank you for your help in presiding for the Honors Recitals. Here are items the Presider may announce, and also a suggested order of events.

BEFORE PROGRAM

1. A Door Monitor will check students in at the door and guard the back door activity.
2. An Honors Chairperson will have numbered cards already at seats and make sure students are seated in correct order of the printed program.
3. Presider, please ask instrumental students to tune their instruments with their accompanists.
4. Presider, please check with an Honors Chairperson to know who has been assigned to be Piano Monitor to lift and lower the piano lid for non- piano performers. If no one is available, Presider will select and instruct someone from the audience to perform this task. We will use the short stick for non-piano performers and long stick for piano performers.

START OF PROGRAM

1. On behalf of the Music Teachers' Association of California, welcome to our Certificate of Merit Honors Recital.
2. How were these students chosen? Direct the audience to look at the back of the printed program for specific qualifications.
Quick summary:
 - Honors students have registered and completed any levels between C/M levels 4 through 10
 - Honors students passed all exam areas with high marks
 - The piece being performed today received the highest rating score in the area of a '5'
3. All students and their pieces on this program were chosen by the C/M evaluators.
 - They are all honors students regardless of their position in the program.
 - The order of the pieces is random to give a smooth flow to the program and to reflect a variety of styles.
4. We ask that the audience take this time to check that cell phones and other electronic devices are turned off or switched to vibrating mode.
5. We also ask that you do not use flash photography during the recital. There will be time for taking photos immediately following the recital.
 - If you are videotaping, please respect the Child Protection Laws and record only your own child performing.
6. And we ask that all participants please remain until the end of the recital as a show of respect for other performers and their audience.
 - PLEASE UNDERSTAND that any student leaving before the end of the program will cause them to FORFEIT or give up their ribbons and seals.
7. There are some changes to today's program ... (announce students who are absent or students added if any).
8. Students, to save on time, please bow only after you perform.

END OF PROGRAM

9. Recognize teachers of students who have performed by asking them to stand.
10. Recognize all Honors students again by asking them all to stand.
11. Ask monitors to stand ready to distribute ribbons and gold seal envelopes. Honors Chairpersons will also assist.
12. Ask students to walk past the monitors, collect their ribbons and envelopes and proceed to the platform for the photo op.
13. Photo session.
14. Thank you for coming!

Thank you so much for your help.

OCN Branch Honors Selection Committee