

# AUDIO MONITORS' INSTRUCTIONS

Name \_\_\_\_\_ Assignment Location \_\_\_\_\_

Section \_\_\_\_\_

## GENERAL INSTRUCTIONS

1. Take the morning audition tape to your assigned room. Review the operation of the cassette player, making sure that the tape plays at adequate volume and does not sound distorted.
2. The student guides shall bring all 5/20 singers into the audition room. Once they are all in the room (in a circle or semicircle), play the tape for the morning audition, allowing the students to sing through the cuts 2 complete times. After they have rehearsed the cuts, dismiss the students to return to the registration holding area, accompanied by the students.
3. Work closely with the student room monitor. The next student to audition shall be well away from the audition room until it is actually time to audition. Be certain that the judges are ready before allowing a student to enter for his audition.

## AUDITION PROCEDURE

1. Rewind the tape in preparation for the first audition. When the judges come to the room they will set the volume level of the cassette player. Once the volume is set, play the entire tape for the judges to double-check the volume and accuracy of the recording.
2. When the chair indicates that the judges are ready to begin, bring in the first student. Verify that the student is auditioning in the proper order by looking at his audition badge and announcing the student's audition number (i.e., 601, 602) to the judges so that they can make sure they have the correct score card.
3. Working with the judges, use the smoothest procedure for getting the singer into the room promptly and showing the singer where to stand.
4. When he is ready to begin, start the tape. **Do not stop the tape**, regardless of what the student does, **unless you are instructed to do so by the chair of the judging panel** or unless there is technical difficulty with the tape or the machine. Do **not change the volume**. Go around to the desk on the other side of the screen and wait for the student to complete the audition.
5. After the lunch break, repeat the above procedure for the afternoon audition.