



Adjudicator Briefing – Live

General Information

- You will receive a Report Form providing the necessary information. **The District Festival will be your point of contact from this point forward.** They will provide you with a program, accommodation information, and time and place of the briefing.
- Festivals are required to follow SMFA Guidelines for COVID-Safe Festivals found at: <https://smfa.ca/>

Travel, Local Accommodation, Expenses:

- The District Festival will confirm your arrival/departure dates, arrange your accommodation, and meals or provide a cash diem.
- Review your contract for details on reimbursable expenses and the Code of Conduct.
- Submit an invoice <http://smfa.ca/adjudicators/>, (with receipts) to the District Festival for payment at the conclusion of your assignment.

COVID Protocols for In-Person Music Festivals:

Event organizers and/or facilities owners are responsible for ensuring SHA Public Health Measures and SMFA Guidelines are followed. If COVID-19 activity increases in the festival's area, organizers must be prepared to cancel and/or scale back events. All guests are responsible for assessing personal risk when attending any type of gathering. If at any time you don't feel that COVID-19 protocols are being followed, please notify the Provincial office.

Summary:

Everyone in attendance must:

- provide proof of vaccination or negative COVID-19 (PCR) test
- properly wear a mask inside the venue at all times.
 - o Solo competitors/small ensembles aged 12 years & over may remove their masks when performing.
 - o Choirs are to wear masks and bands are to use bell covers while performing.
 - o Solo participants under age 12, who are unable to mask while performing (singers/instrumentalists), will perform behind barriers.
 - o Accompanists will wear masks while performing.

At venue(s):

- Frequently use hand sanitizer provided, including when entering and leaving venue.
- Check-in for COVID -19 screening, upon arrival at venue and be prepared to show proof of vaccination.
- Festival committee and adjudicators will maintain social distance.
- Festival secretaries will be made available to help with organizing paperwork. If you prefer not to have one, please inform your festival committee.
- Adjudicator remarks/demonstrating will take place in designated performance area. Masks may be removed when in the performance area only.
- Adjudicators may choose to have meals ordered to the venues. Private space will be provided.

Adjudicating:

- Be prepared: arrive early, stay on schedule, and review the program and any unfamiliar repertoire in advance.
- A *verbal* and *written* adjudication is given at the conclusion of each class. Write legibly, with comments that are positive and constructive. Be honest but NEVER destroy confidence. Create a relaxed and encouraging atmosphere with your opening comments. Speak so you are heard and refrain from making inappropriate comments. Your adjudication is also for the benefit of everyone in the audience. Ask for a microphone if your voice does not carry. Keep in mind that the spotlight must ALWAYS be on the performer and NOT on the adjudicator. If you have extra time due to a generous schedule or cancellations, do make use of the time you are given.
- *Refrain from* criticizing a teacher or adjudicating an accompanist (unless of course, that is part of the class you are judging).
- At some point near the end of the festival, be sure to thank everyone involved, including sponsors/donors.

Marking:

- Familiarize yourself with the marking standard.
- While numerical marks *may* be used for all competitors in order to choose the winner, only those of winner and runner-up of each class may be announced. Other performers are given a letter rating on the adjudication sheets and public postings.
- Discuss with the District Festival as to the preferred range of marks. Typically marks between 80-90 are used unless the performance is outstanding.
- *Avoid ties in classes where scholarships and placings for Provincials/Canada West are involved.*

Special Classes, Substitutions:

- When a student has entered the wrong class, or is performing an unauthorized selection, these selections will be for adjudication only and will not be eligible for any scholarships.
- Keep the current Syllabus with you to provide you with class requirements, regulations, etc. Be aware of all [Syllabus Changes and Corrections](#).
- At times, the committee may create a new or special class. The secretary will advise you if they are for adjudication only.

SOME IMPORTANT REGULATIONS – for a complete listing, see <http://smfa.ca/syllabus-regulations/>

Please direct questions in regard to SMFA rules and regulations to the SMFA office in advance rather than expecting the district festival committee to be knowledgeable about them.

Provincial Regulations

- To be eligible for Provincials, competitors must:
 - have entered and competed in the appropriate Provincial class at the District level. Provincial classes are found on pages 27-42 of the SMFA Syllabus. No other classes are eligible for advancement to Provincial Finals.
 - enter and compete in at least two solo classes in the same discipline at their District Festival. Instrumentalists must compete on the same instrument, with the exception of percussion, where performers play more than one percussion instrument. This rule does not apply to the pianist in the lieder class. Musical Theatre and Voice are considered separate disciplines.
 - obtain **a mark of 88 or higher and place first or second in any Provincial class**. In classes where two selections are performed, the combined mark must average 88 or higher. A mark of 88 or higher is also required in the Canada West Excellence Classes to be eligible to advance to the Provincial level. **Please make note of all participants receiving marks of 88 or higher in Provincial classes and record them on the District Winner charts provided.** Alternates with qualifying marks will be contacted by Provincial Office. In Provincial Scholarship classes which are fed by multiple Provincial classes, a competitor may only advance from **one of** the Provincial classes. Example: Musical Theatre Ballad Classic/Modern (12 years & under) Scholarship Class is fed by Provincial classes 10718 and 10719. A competitor who places 1st or 2nd (with a mark of 88 or higher) in both classes may advance to Provincials from either 10718 or 10719, but not both. Recommendations are not required. A mark of 88 or higher is the recommendation.
- The Canada West Competition is a separate competition from other Provincial classes. Competitors may enter a Canada West Class without entering another class. Repertoire performed in any class may be repeated in Canada West Classes.
- Special selection of a competitor, by the adjudicator, to Provincial level of Canada West may occur only when there are no entries in any one discipline/age grouping. Competitors must have performed the required repertoire by memory and received a mark of 88 or higher.

Memory

- Memory work is encouraged in District Festivals and is mandatory at the Provincial level, with the exception of the pianist in Lieder Class 10267. Memory work is mandatory **in all levels** of Canada West/Excellence competitions (exception: Chamber and Choral).



Accompaniment

- For the 2022 festival year, the Board of Directors has made the following exception for entries requiring accompaniment at the District Festival level: Non-professional recorded accompaniment is to be accepted in 2022 at the District level but will not be accepted for entry into Provincials. The piano is the instrument to be used for accompaniment except where other options are stated. Participants using recorded accompaniment should use their regular/local accompanist to make the recording.
- Accompaniment is not required for participation.

Miscellaneous

- Any person may enter a festival “for adjudication only”.
- A change of selection from the printed program is not allowed unless authorized by the committee.
- Copyright rules must be followed.

Scholarships/Awards

- All awards, including scholarships, trophies, prizes, etc., and the naming Canada West candidates to Provincials, are the **responsibility** of the **adjudicator**. Do not let the festival committee influence your decisions.

Thank you for *sharing your expertise with our Saskatchewan musicians!*