

HOW TO MAKE A TAPE



Voice Quality:

1. Speak clearly and loud enough
2. Watch your language - no cussing or words that might be offensive
3. Change your voice tone
4. Sound excited and enthusiastic about your job.....don't sound bored!

Introduction: You must include the following in your introduction.

1. Name of the team
2. Your name
3. Caption being judged
4. Name and date of competition
5. What you will be looking for, i.e. sub-captions
6. Encouragement
7. Hit pause.....don't stop the recorder (With the digital recorders if you hit stop you will create a new file, so you would need to redo your intro).

Write your own introduction:

During the routine:

1. Who is your audience? The team, coach or both? Know this so you know how to phrase your comments
2. Stay in your caption....don't stray!
3. Don't use "I" comments...I think, I like, I don't like, etc.
4. Have a good balance of positive and negative/constructive comments. You are here to help improve a routine, but also need to give them credit/props for doing something good!
5. Have good running commentary...try not to have over extended pauses.
6. Be specific and complete with your thoughts.

7. Think: Who (who are you looking at) - What (What are they doing right/wrong) - Why (Why are they doing it right/wrong and how can it be fixed)
8. Use appropriate dance terminology in all aspects of the caption.
9. Make sure your comments are matching your scores.
10. You should discuss each sub-caption equally in order to be able to justify scores.

Recap:

1. Briefly discuss each sub-caption and designate what you think their strongest sub-caption is and which one is their weakest....this will help you assign appropriate scores.
2. Thank them for the opportunity to judge the routine
3. Wish them luck on the remainder of the season (after 2nd round)
4. Encourage the coach to evaluate the tape

Practice

1. Make a list of positive and negative comments that could be made in each sub-caption.

Sub-caption 1	Sub-caption 2	Sub-caption 3

2. Make a list of positive and negative verbiage that correlates with each box.

Box 1	Box 2	Box 3	Box 4	Box 5