

PROGRAMMING (ORGANIZING) A ROUND DANCE EVENT (1-, 2-, or 3-day event)

ECTA Convention 2003
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THE PROGRAM

- The Event (the "whole thing")
 - The Day (individual parts, whether one-day or multi-day event)
 - The Evening Program (the "crowning jewel")
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THE EVENT

Things to consider:

- what level
 - * one
 - > which one?
 - phase II – the phase II dancer does not usually have enough interest in RDing to spend extra time and money to come to an all round dance event
 - phase V-VI – are there enough of this level dancers to support your event?
 - phase III-IV – this is your "basic RD-event" level
 - * multi
 - you have to be able to make everyone happy
- How will you divide the time?
 - * workshops
 - * clinics
 - * reviews
 - * dancing time
 - > request rounds
 - > main evening program
 - * relaxing & eating time
 - (why is this important? or is it important?)

Miscellaneous

- Plan your program carefully; don't forget you want them to come back next year !!
 - Do you want the same cuer or a different cuer each year? Why?
 - * different cuer can attract different people
 - * same cuer can develop a rapport with the people and can sometimes better judge what to teach
 - Don't kill the cuer. Remember that the cuer is a person too and plan breaks for them. It is also nice for the dancers to see that the cuer dances with them.
 - Be ready for something to go wrong – it **always** will, and always will at the worse time
 - * **sound problems** (have someone who knows what they are doing in charge of sound. check connections, plugs, give the dancers a 5 min. coffee break if you need the time)
 - * **cuer couldn't make it at the last moment** (happened to us 2x already !!)
 - always have at least **something** in mind for this situation - either that you can teach, or that you have someone else that can take over; even if only cue the advertised level.
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THE DAY or THE DAILY SCHEDULE

There are so many possibilities that it would be impossible to list all the ways to divide the day(s) up.

Let's just talk about some things that we should consider when making the schedule.

1. **Single day event (Saturday)**

- * Aim for one level. You don't have enough time to make the day attractive to more levels. You will end up with a hodgepodge of nothing and no one will be satisfied
- * WS needs to be something they can learn and do without a review; fun but just enough challenge – looking for this dance takes the most work
- * One way to make a schedule is to look at the schedules from some from different dances; both of these have been successful.

In this example you have a longer warm-up period. This gives time for people to get there and even if they are late they can still dance. This does mean that you start the teaching time later, but that is broken up with a long coffee break (with cake of course ☺). Then there is no dinner break, but the dance ends early enough to have a nice afterparty buffet.

- > 14.00 – 15.20 – warm-up dancing
 - > 15.30 – 16.30 – clinic or easy workshop
 - > 16.30 – 17.00 – coffee break
 - > 17.00 – 18.30 – good phase IV or easy phase V (if Latin and depending on the dancers)
 - > 19.00 – 21.00 – Evening Program
 - > 21.00 – 22.00 – Afterparty buffet
- (This schedule give a total of 350 minutes of floor time.)

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In this example you have a shorter warm-up period, which starts the teaching period earlier. One consequence from this is that you have the time for a dinner break. Then you can end the dance later than the previous example.

- > 14.00 – 14.45 – warm up rounds
 - > 15.00 – 16.00 – clinic or easy workshop
 - > 16.15 – 18.00 – workshop phase IV
 - > 18.00 – 19.30 – dinner break buffet
 - > 19.30 – 20.15 – requested rounds (ph. III-VI)
 - > 20.15 – 22.00 – rounds (ph. II-V)
 - > 22.00 – 24.00 – afterparty
- (This schedule give a total of 360 minutes of floor time.)

2. **Multi-day event**

Obviously you can include a more varied schedule, so if you want, you can try to attract dancers from different levels. But still be careful about trying to have too much.

- * Can use Friday evening for warm-up dancing or a pre-teach
- * Can use Sunday morning for a review
- * Can start earlier on Saturday, so can add an extra workshop or clinic / could even have time for an extra dancing session

THE EVENING PROGRAM or "THE CROWNING JEWEL"

- here the dancers want to have **fun**; for this the dancers need:
 - challenge time
 - relaxing time (relaxing time would be dances that are 1 level below their learning level)

Planning your tips

- how many dances per tip? why?
- use of different rhythms
- most "important" tips 1st & last – why?
(always plan these first !!)
1st – upbeat to get everyone dancing – NOT a new dance – why??
last – upbeat or pretty, a "favorite" that everyone can do, or a new one that they will all like
 - some examples????
- dancers should leave satisfied and happy, but "hungry enough" to want to come back – don't always do an encore
- Workshop tip the 3rd or 4th tip – why??
 - tip 1 & 2 (and 3) they are warming up
 - they are not yet too tired (remember they have been learning all day, and possibly in a foreign language)
 - it will give you time to cue the tip again later on if you (& they) want to
- Usually about 12-15 dances per hour, depending on the dance, the dancers, and if you have to change cuers & equipment
- One example of a plan for the level of tips (2 hour program)

hard					5		7	
			3	4		6		
		2						8
easy	1							

- Multi-level dance – should your tips be one level or include all levels each time?
 - how many dances per tip?
(remember you will always have people who have to sit out at a multi-level dance)
 - hardest dance first?
 - easiest dance first?

YOU ON STAGE

- be positive, from the minute you walk in the room you are the center of attention; and everyone wants your attention
 - dancers came to be entertained – you are responsible and are being paid to entertain them
 - whatever their emotional level was when they came, you should raise that at least one point
 - smile when you cue. This sounds strange, but if you try to smile as you cue, you will sound friendlier
 - match your cues to the mood and attitude of the dance/music
cue for example "The Mountains of Mourne" differently than "Fiddelstepper Polka"
 - cue what the dancers like, not what you like (but a "cuer's choice" is also OK)
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A CHECKLIST OF SOME THINGS TO THINK ABOUT

Item	Who's responsible	Done
showers/sleeping facilities (multi-day event)		
GEMA for dance event		
GEMA for dancers to record		
advertisement in EAASDC Bulletin		
flyers		
(mail/bring to other dances-jamborees only)		
flyers for the next year (or pre-flyers)		
hotel list		
camping facilities		
hall		
location		
size		
one or two		
decorations		
signs to the hall – who puts them up / takes them down		
afterparty		
afterparty food		
afterparty music		
food during dance		
cuers / callers		
payment to callers/cuers - same? more for one?		
travel expenses?		
confirmation letters to callers/cuers with directions to hall		
host to take care of guest caller/cuer while in the hall		
water on stage		
flyer/schedule on stage		
registration list		
badges - recurring or 1-time (shingles)		
who gets in free		
entry cost,		
different for children?		
different for Sat. only		
money box / change		
pens, paper, scotch tape, stapler, calculator, etc.		
equipment		
set		
extra needles		
speakers		
MD player?		
CD player?		
laptop?		
mike		
wireless mike(s) - extra batteries		
records, MD's, CD's		
tablecloth for under record player		
hooks to hang up banners		
arrange for First Aid		
paper for Request Rounds (list of some favorite dances)		