



## Shine Dance Festival Studio Guide *for Teachers*

**Welcome Teachers!** We are excited to have you at this year's event and look forward to providing a rewarding competition experience for you, your students, & their families. Please take a moment to review the following guidelines:

**Check In** Upon arrival, please check-in at the Shine Boutique to receive your free program & gift. Our crew members there can assist you with any questions or directions.

**Backstage** Dancers/Teachers should check in with the backstage manager at least 10 minutes before an entry's scheduled performance time in case we are running ahead of schedule.

\*Please notify our stage manager whether dancers start on/off, finish on/off and if there are any tags or pauses in the music.

**Music** Teachers have the option to play their own music from the sound system backstage. Music must be provided in CD or MP3 format and must be cued and ready to play. We also suggest you have a backup copy of all your music available.

**Quick Changes** Please notify the stage manager of any quick changes or scheduling concerns *before the start of the session* during the last 10 minutes of the festival break.

**Awards Sessions** Students should come backstage to line up for adjudication a few numbers before each awards session & remain in costume for awards (unless a change is required).

**Score Sheets** will be available for pick up at the end of each awards session in the teachers'lounge. Score sheets will be provided to teachers *only*. DVD's will be mailed to the studio the week following the event. A studio representative must collect awards, music and adjudications by the end of the festival. Items not picked up will be mailed at the request and expense of the studio.

**Overtime** Routines that run over the time limit will be subject to a \$50 fine payable by the studio.

**Family Content** Shine Dance Festival is a family event and encourages music and choreography that is appropriate for an all-ages audience. Any routine deemed in poor taste by Shine directors may incur a \$50 fine or result in disqualification.

**Rehearsal Area** Designated areas are available for warm up and practice. Follow the signs or ask one of our crew members for directions to the rehearsal hall.

**Teachers' Lounge** We have snacks & refreshments available in the teachers lounge - please help yourself & enjoy!

**Questions or concerns?** Please see Tamara or a member of the Shine Crew and we will be happy to assist.

**We appreciate your cooperation in making Shine a positive and enjoyable experience for all and wish you & your students the best of luck!**