SONGFEST PACKET
MISSION OF SONGFEST

Songfest is about creating unity within the WSU community and showing our Shocker Pride! The Shocktoberfest Committee would like to extend a warm welcome and an advanced thank you to all participants. Your dedication and hard work will help us make Shocktoberfest 2016 an amazing experience.

If you have any questions, please do not hesitate in contacting Sara Clifton, Coordinator of Student Activities. We will gladly answer and address any questions or concerns. Please be sure to thoroughly read and understand all the Songfest rules for this year.

Coordinator of Student Activities
Sara Clifton
sara.clifton@wichita.edu
316-978-3022

SHOCKTOBERFEST 2015 IMPORTANT DATES AND DEADLINES

Wednesday, September 14
5:30 p.m., RSC 238
1st Captain’s Meeting
- Rules and Introduction Packet
- Collect contact information from captains
- Sign Captain’s Agreement

Tuesday, September 27
5:30 p.m., RSC 007
2nd Captains Meeting
- Collect Songfest $25 deposit
- Songfest Entry Form Due
- Collect introductions
- Select Songfest rehearsal times
- Select Songfest performance times

Friday, October 07
By 5 p.m., RSC Room 216
- Turn in two (2) CDs of performance music
- Turn in light and sound script

Saturday, October 29
Rehearsal times to be decided at 2nd Captain’s Meeting
Saturday, October 29
Performances starting @ 7:00pm

Orpheum
DIVISION DESCRIPTIONS & AWARDS

Songfest is divided into three performance divisions: **Men, Women and Co-Ed.**

**Performance all Divisions**
- Show length: 5 minutes
- Setup Time: 60 seconds
- Tear Down Time: 60 seconds

**Judged Categories for all Divisions**
- Showmanship
- Execution
- Choreography
- Costume
- Crowd Response

**Division Awards**
Trophies will be awarded for first, second and third place finishers in each division.
**PERFORMANCE GUIDELINES**

The guidelines below are established to help you and your organization or performance group to produce a successful Songfest Performance.

**Participants**

Only current WSU students, faculty and staff can participate on stage. **Alumni, community members and students who are not currently enrolled in classes cannot perform on stage.** Non-WSU students can help with costumes and choreography, but cannot perform.

**Songfest Captains**

No matter how many individuals are in your organization or group, **one captain needs to be selected and designated as the official contact for the Shocktoberfest Committee.** This individual will be the person that is contacted in all areas related to the performances, scheduling of rehearsals, rule clarifications, and any other necessary details or information. In the event that the captain cannot attend a captain’s meeting, your organization or group needs to send a delegate in his or her place. **ALL Captains’ Meetings must be attended, whether it is the group-selected Captain or a representative; failure of a captain or a representative to attend will result in a deduction of points.**

**Rehearsals**

- **Rehearsal** - This is a critical **MANDATORY** rehearsal on Saturday, October 29. You will be required to perform your show to the extent that light and sound cues can be finalized, then go through your performance as necessary with cues in place. Costumes are required. If your entire group is not there, there will be a points deduction.
  - Groups are allocated **30 min** (based on the number of groups) to run through their performance multiple times. With this allotment you should be able to work through any issues, technical or otherwise which arise. These Rehearsals are for you to work out any LAST MINUTE technical, staging or props issues. Only if there are significant technical difficulties will a group be allowed longer than 30 min to perform during rehearsal. That decision will be made between Shocktoberfest Committee and the tech crew.

**Length of Performances**

- Performances must be five minutes or less.

**Performance Rules**

- The spirit of Songfest is to be celebratory, entertaining, humorous and/or thought provoking. Slanderous, libelous, racist, sexist, homophobic or other mean-spirited music content or actions may not be incorporated in your performance. The Shocktoberfest Committee will ask you to change or remove any content that they deem to be inappropriate.
  - Due to rehearsals being day of the performance, please ask the Shocktoberfest Committee if you think anything in your performance may be deemed inappropriate.
  - If anything happens in your final performance that does not happen during rehearsal you will be deducted points or disqualified from competition.
- Your performance cannot violate any campus, local, state or federal laws. If you have questions, take advantage of the opportunity to ask Performance Facilities staff any questions you may have or contact the Student Involvement Office for advice before moving forward with your ideas.
- Skit participants who are under the influence of alcohol or an illegal substance will not be allowed to perform on stage. Drugs and alcohol are not allowed in the theater, parking lots or WSU premises.
- Performances may be completely original or based off other media.
• Performances must be live.
• For safety reasons, no scenery or persons are to be flown on stage.
• There will be no construction on the stage.
• It is understood that if a group damages the theater or its equipment during rehearsals or performances, the group will be charged for replacement or repair costs associated with the damage.
• Due to the 60 second time limit for arriving and departing from the stage, no fog machines will be allowed and only light props will be permitted.
• There will be confetti/glitter allowed on stage.
• If any props go off stage there will be a deduction in points.
• **No sets will be permitted for Songfest performances.**

**Lighting & Music**

- Lighting and sound are not judged categories, but they certainly affect the execution and showmanship score of your performance which are judged categories.
- The Orpheum stage and house lights have very limited adjustment options.
- Lighting options will be addressed at captain’s meetings.
- Lip syncing should be the primary source of entertainment but groups or individuals may verbalize some content. However, there will be no microphones of any kind.
- There will be prerecorded music only.
- **Groups may only make seven (7) lighting changes.**

**Lighting & Music Script**

- Lighting and music scripts will need to be turned in by Friday, October 07 at 5p.m. in Student Involvement, RSC Room 216.
- Due to the needs of our technical crew, there will be no additional changes after Friday, October 07, at 5p.m.
- Lighting cues should be written to dictate what lights the group needs, where the lights should be focused on stage and correspond to the time on the track of the CD counting up from 0:00.
  
<table>
<thead>
<tr>
<th>TIME</th>
<th>SONG</th>
<th>LIGHTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>At 0:00 until 0:15</td>
<td>Heart Break Hotel</td>
<td>All stage lights off with blue spot light on center</td>
</tr>
<tr>
<td>at :16 until :39:</td>
<td></td>
<td>red light left, blue light center, and violet light right come on</td>
</tr>
<tr>
<td>at :40 until :49:</td>
<td>Walk the Line</td>
<td>red light covers the stage</td>
</tr>
</tbody>
</table>

- You must work with the *Technical Crew* who will direct you as to what their needs are. There will be no additional changes made after the rehearsal.

**Curtains**

- The Orpheum provides Curtain pullers but it is your responsibility to let them know your cue to pull the curtain.
AUTHORITY OF THE SHOCKTOBERFEST COMMITTEE

The Shocktoberfest Committee has developed these Songfest guidelines and rules to produce a competition which is fair, safe and fun for everyone. As the sponsors of Shocktoberfest, the committee has final control over all matters pertaining to any performance held under its auspices.

The Shocktoberfest Committee reserves the right to modify performance rules as needed. All changes, whenever possible, will be given to Captains in writing.

Any additions or changes made to your performance need to be submitted in writing by your Captain to the Shocktoberfest Committee.

The Shocktoberfest Committee reserves the right to stop any performances in progress if the subject matter, content or other variables significantly change from the original music content submitted or from the rehearsals.

All complaints, grievances or questions should be submitted in writing to the Shocktoberfest Committee, in care Sara Clifton. Your concern will be addressed as soon as possible and your captain will be given an official reply by the advisor of Shocktoberfest.

SONGFEST POINT ADDITIONS/DEDUCTIONS

At the discretion of the Shocktoberfest Committee, points will be deducted from groups’ scores for missing deadlines and meetings. Points will be awarded for groups showing a genuine interest in making this year’s Songfest a success. Listed below are the ways to lose and earn the points, which will be deducted or added to the group’s overall score, if competing for the overall trophy.

1) Missing captains’ meetings – 9/14, 9/27  
   Minus 2 points (1 point per meeting)

2) Missing or late paperwork  
   Minus 1 point per missing/late item/day, including entry forms, deposits and entry fees

3) Exceeding allotted performance time in Songfest  
   Minus 2 points per 30 seconds

4) Failure of entire group showing up at rehearsal (10/29)  
   Minus 5 points per rehearsal

5) Arrive ON TIME for scheduled rehearsal (10/29)  
   Plus 5 points

Please note that the Shocktoberfest Committee has the right to assess additional penalties as necessary.
EXPLANATION OF JUDGING CATEGORIES AND SCORERSHEET

Songfest Score Sheet 2015

Group Name: ________________________________

EXECUTION (25 points)
- Movements are appropriately synchronized
- Dancers know the routine; dancers are not watching each other
- The routine lacks errors

CHOREOGRAPHY (25 points)
- Choreography is well executed; dance is fun to watch
- The dance is original and creative, formations and combinations of steps are unique.
- The dance makes good use of changes in music.

SHOWMANSHIP (20 points)
- Stage Presence, Poise; Confidence
- Dancers show enthusiasm and make dance entertaining
- Dancers recover quickly from mistakes and hide nervousness

COSTUME (15 points)
- Costumes are fun and in good taste
- Costumes are used to compliment the performances

CROWD RESPONSE (15 points)
- Is the crowd excited?
- Is the crowd engaged?
- Is the crowd clapping or singing along?

Judges Initials: __________________ TOTAL SCORE: ____________________________

Comments: ________________________________________________________________

THE JUDGING PROCESS

The judges for the Shocktoberfest Songfest Competition are selected by the Shocktoberfest Committee. The judges are selected from staff, faculty and alumni. The highest and lowest overall judge’s scores will be dropped to eliminate possible biases. Judges will evaluate each performance individually. Keep in mind that some judges find taking your clothes off distasteful!
CAPTAIN’S AGREEMENT

Please initial and sign this form at the First Captain’s Meeting,
Wednesday, September 14, 2016
RSC 238, Gridley Room

____ I understand I must attend all Captain’s Meetings.

____ I understand groups must attend the Mandatory Technical and Dress Rehearsals.

____ I have read and I understand all aspects of the Rules Packet for Songfest 2016.

____ I have read and I understand the Judging/Scoring Process for Songfest 2016.

____ I understand that my group could be disqualified from competition if the policies and guidelines are not adhered to.

________________________________________________________________________

(Captain’s Signature)

________________________________________________________________________

(Name of Organization or Performance Group)
SONGFEST ENTRY FORM

Return this form and deposit of $25 per team (refundable after performance) to the 2nd Captain’s Meeting on Tuesday, September 27 at 5:30 p.m. in RSC 007

Group / Organization: ____________________________________________

Captain’s Name: ________________________________________________

Captain’s Phone (cell)____________________________(alt) ________________

Captain’s E-Mail: ________________________________________________

*List all participants on the Master Roster (to be turned in by Oct 07; type an “x” under “Songfest”), including the captain (there is no maximum number of performers).

Division: Men’s ☐  Women’s ☐  Co-Ed ☐

FOR STUDENT INVOLVEMENT USE ONLY

CASH: ________________ CHECK ________________

Date received: ____________

NO REFUNDS WILL BE GIVEN

SONGFEST INTRODUCTION

The introduction will be used by the Shocktoberfest Committee to introduce your organization or group before your performance. Please include the name of your group or organization as you would like to be announced and a brief description of your performance. Please attach typed introduction to this sheet and bring to the 2nd Captain’s Meeting on Tuesday, September 27, 2016 at 5:30 p.m. in RSC 007.

Name of Organization/Group: ________________________________

Captain’s name: ________________________________
MUSIC COVER SHEET

*Please bring this completed form to Student Involvement, RSC 216 by Friday, October 07 at 5 p.m.*

Attach sheet to the *MUSIC* CDs your group turns in. A contact person must be listed.

NAME OF ORGANIZATION__________________________________________

CAPTAIN’S NAME__________________________________________

PHONE NUMBER _________________________________________

(Office Signature)

(Date and Time Received)
LIGHTING and MUSIC SCRIPT COVER SHEET
*Please bring completed form to Student Involvement, RSC 216 by Friday, October 07 at 5 p.m.*

Attach sheet to the Lighting and Music Script your group turns in. A contact person must be listed.

NAME OF PERFORMANCE________________________________________________________

CAPTAIN’S NAME______________________________________________________________

PHONE NUMBER______________________________________________________________

(Office Signature)

(Date and Time Received)
Master Songfest Roster  
(Due Oct. 03, by 5 p.m. to Student Involvement, RSC 216)

Team Name: _______________ Captain’s Email: ____________
Team Captain: _______________ Captain’s Phone: ____________

Make certain to include *ALL* individuals who will be competing in *ANY* Shocktoberfest event. Put an “x” under the events each individual is competing in. **Only names listed on this roster will be eligible to compete for your team in any event.** There is no maximum number of participants. Once the master roster is turned in, the roster is final. Shocker Cards will be checked at every event to ensure only individuals named on your team’s roster are eligible to compete in events for the Shocktoberfest Overall Trophy. **THIS PAGE MUST BE TYPED**

*(This is just a template; please turn in a typed roster similar to this)*

<table>
<thead>
<tr>
<th>Name (Last, First)</th>
<th>Songfest</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: Smith, Joe</td>
<td>10/25 (7 p.m.)</td>
</tr>
<tr>
<td></td>
<td>x</td>
</tr>
<tr>
<td></td>
<td>x</td>
</tr>
</tbody>
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