

# Instructions to Adjudicators

The managers of the Music Contests are obligated to acquaint all judges with the following instructions:

1. It is imperative that each judge arrives at the place of judging at least one-half hour before the first event—earlier if so requested by the local manager. Local managers have been requested to call pre-contest instructional meetings for all adjudicators.
2. Each judge must make written comments concerning each performance. The written comments should focus on the strengths and weaknesses of each performance with suggestions for improvement or commendations included. These comments should be as detailed as time will permit.
3. Each judge should study carefully the standards of adjudication on the adjudication sheet and assign Division I ratings only to such contestants as measure up to these standards.
4. No plus or minus signs are to be added to the final rating. Standard adjudication blanks will be supplied by the IHSA Office.
5. Each judge is to bear in mind that each contestant and each group is classified in one of five school classifications and that special consideration should be given to the classification (AA, A, B, C and D) of the school represented. An adjudicator should not expect a Class A performance from a Class D entry. As an example—vocal organizations from schools in Classes B, C and D will not be required to perform four-part music.
6. The choice of appropriate selections, suited to the performers' capabilities and in keeping with the classification of the schools they represent, is a factor in determining the ratings to be awarded. However, judges are not to consider their personal likes, dislikes or preferences of music literature in their evaluation of contest performances.
7. The attention of judges is especially directed to Org. Article VIII-L and S/E Article VIII-E of this rules book for detailed explanation of the penalties to be enforced for various violations of the contest rules.
8. It is the responsibility of the contest room chairperson to see that all ribbons and medals worn by soloists and members of ensembles are removed. Judges shall, however, not permit performance to begin until such medals or ribbons are removed.
9. In the organization contests in which three (3) judges are used, the judges shall not confer with each other about their evaluations of performances as they reach decisions on ratings.
10. All regulations of the Illinois High School Association as printed in the music book are to be strictly observed.
11. Separate written comments may be made to "directors only" if appropriate. The "director only" comments are in addition to the regular adjudication forms.
12. Judges are to use forms as vehicle for communicating critique. They are to refrain from demonstrating or providing instruction, etc.
13. Judges shall award Division I ratings to only those competitors manifesting the very highest level of achievement. Indiscriminate awarding of Division I ratings must be avoided.
14. Schools may enter students as a "sweepstakes entry", or "non-sweepstakes entry", or "comments only entry". Comments only entries do not receive numerical or divisional ratings. Judges are to treat non-sweepstakes entries the same as sweepstakes entries.
15. Best of the Day Award is required of each Solo/Ensemble judge. See S/E Article X- D for details.
16. Please use the additional check-off sheet as a way to communicate more effectively with your contestants.
17. Selections with vulgar, foul and inappropriate language will be disqualified from the Music Contest.
18. Beginning with the 2009-10 school year, all Solo and Ensemble judges shall be required to complete online registration and certification prior to the adjudicating of contest(s). They will need to go to <http://www.tourney-wire.com/music> and complete the registration and certification.