

Voice Recital Checklist

Stephen Lancaster voice studio, University of Notre Dame

BEGINNING OF SCHOOL YEAR

- ✓ Choose repertoire, in consultation with your studio teacher, that meets degree requirements.
- ✓ Schedule recital date, time, venue in consultation with your studio teacher and collaborative pianist (through Noelle Elliott for undergrad / Janet Rudasics for MSM). Copy studio teacher and collaborative pianist on all email correspondence.
- ✓ Schedule dress rehearsal date, time, venue in consultation with your studio teacher and collaborative pianist (through Noelle Elliott for undergrad / Janet Rudasics for MSM). Dress rehearsal should occur (ideally) two days before recital. Copy studio teacher and collaborative pianist on all email correspondence.

2 MONTHS BEFORE RECITAL

- ✓ Give rough-draft program with timings to studio teacher at least 2 months in advance.

1 MONTH B.R.

- ✓ Memorize entire recital at least one month in advance.
- ✓ Communicate with Noelle Elliott (Janet Rudasics MSM) all personnel and equipment needs for recital one month in advance (instrument tuning, ushers, stage hands, page turners, recording engineers, recording equipment, special instruments).
- ✓ Give final draft program (follow program instructions sheet) to studio teacher for review one month in advance.

3 WEEKS B.R.

- ✓ Give final draft program to office for printing 3 weeks in advance (Noelle Elliott-undergrad or Matt Haines-MSM).
- ✓ Decide what you will wear (women—stage-appropriate formal wear and accoutrements; men—good suits and accoutrements). Choose clothing that will not impede good posture or breathing.

2 WEEKS B.R.

- ✓ Begin singing through your recital every other day in order to build stamina.
- ✓ Make sure you have performed all of the repertoire for your recital in your lessons.

RECITAL DAY

- ✓ Pick up the printed programs for your recital from the office (Noelle Elliott-undergrad or Janet Rudasics-MSM).
- ✓ Perform a great recital!