

Announcers / Sound Administrators

The announcer at any contest are plays one of the most important roles; she sets the tone for the contest for the audience and participants as well as keeps the contest on a time schedule. You are the contact source for questions in your contest area. It is important to be calm and poised at all times with a friendly, helpful manner.

Here are some important points to remember.

- Call for music tapes for the first category (team), or first section of ensembles/officers (by 30 minute time section), or solos (by school, usually grouped together); at least 20 minutes prior to beginning. Continue to keep the audience and participants informed for their music to be brought to the front.
- Ask that a team representative be present at the sound table in case of any special needs. It is not necessary to take a back up tape at the table. This avoids congestion of tapes. Formulate a system for laying out tapes in performance order and make sure that each tape is marked clearly with name/school/category. Have a sharpie handy to mark any tapes, if needed.
- At the very beginning of the day, announce "Welcome ladies & gentlemen to American Dance/Drill Team's 2003 (contest name)". Then continue with pertinent announcements such as where each event is located, JRS Video Sales, ADTS store, photographers (if there are any), concession stand. Remember, you are the source of information for the audience and participants.
- **Music checks** can be made by utilizing the extra Marantz Recorder and head phones set up at a station next to you. It will be your responsibility to inform directors that they may do so anytime throughout the day. Sticker dots and sharpie markers will be available for them to use as well as directions on how to use the recorder and mark their tape properly.
- In most cases, you will be playing the music on a **Marantz** recorder with a **mixing board** or **Liberty**. The pitch/speed control is on the front of the Marantz and usually has the same variance as an Apollo. The mixing board has many knobs and adjustments. Take the time to familiarize yourself with knobs that can adjust treble, base, volume, etc., before the day begins. Make sure that all speakers are working properly and that the extension cords are clearly out of the way of traffic. If you are plugged into a wall electrical outlet, make sure there is no chance of someone accidentally pulling the cord out of the wall. It is best to find one under the bleachers, out of the way. If you have trouble with your sound equipment, send for C.R., Brad, Doug, or anyone else that might be able to handle a "sound" situation.
- Always **check the pitch control** after each performance and return to normal, both on the main system and sound check station.
- Make sure you have a team list with the directors' names on it.
- You should have a headset to communicate with the tally administrator in you area. She should signal you when the judges are 15-20 seconds from being ready for the next performance. When announcing, you should call "NEXT UP IS KLEIN OAK, ON DECK IS SPRING AND CROCKETT" to let them know the order. If there is a change in the performance order, be sure to announce this several times so the teams, audience, and judges will know the changes. Also, be sure to tell the tally admin. of the change on the headsets. It is best to mark changes on your schedule by using arrows and a red pen.
- When the tally person has signaled, say "NOW TAKING THE FLOOR, UNDER THE DIRECTION OF KATHY ARRELANO, THE KLEIN OAK HS STRUTTERS." When the team has taken their position, say "MUSIC IS ON" to signal the performers that you are ready to start the music. As their performance is over and the audience applause begins to fade, say "KLEIN OAK HS STRUTTERS" as they begin to exit. After a team/ensemble/soloist has performed, somehow mark this on your schedule by highlighting or marking the name off.
- If the team does not hear the beginning of the music, stop it immediately, ask them to take beginning position and start again. If there is a problem of any kind with the music that you feel is affecting their performance, ask their director (if she is next to you) or make a judgment decision to either stop the music or continue.
- Call for team reps to pick tapes up either at the end of category or every half hour. If there is any type of lull in the contest (solos, maybe) play music very low. You may need to take a bathroom break at different times than the judges because of music checks. If so, have the tally administrator take your place until you return.
- **Do your best to stay on schedule.** If you start to fall behind 10-15 minutes, remember that it takes about 45 minutes to one hour to make up that time. Alert the tally administrator that you need to move quicker so the judges will be aware.
- Make every effort to speak **CLEARLY** and **SLOWLY**. Often times the audience only catches the last few words, repeating yourself can be of benefit especially when making important announcements. The audience, judges, and performers will thank you.
- On most occasions, the announcer is sitting directly in front of the audience. Remember that you are representing American Dance/Drill Team® and to present a professional image at all times. Keep well groomed and energetic in your interactions and in your speaking. Pretend as if you are looking into a mirror...what you see is what they hear...and remember to smile!
- The announcer will need to field several questions and address directors, parents, and performers. Be sure to get as much information about the contest as possible and be prepared to answer questions and act on several requests.