

SCORE TABULATION

1. When groups are finished performing, one of judge's runners will bring you three envelopes for each ensemble. You will pull the score sheets for each group. You will also receive the sight-reading score sheet.
2. Please double check the adjudicator's total. If it is incorrect, you will need to bring it to the judge to initial the change and adjust the overall Roman numeral rating if necessary.
3. If there are no errors, find the FINAL RATINGS form for the ensemble. Enter the "final rating" number (I, II, III, etc.) score under each judge's name as it corresponds to their score sheet. Take the sight-singing score sheet and enter the Roman numeral. In the final column to the right enter the final average. **You will need to consult the final score average chart to find the final average score.**
4. **Write this information legibly on the MASTER spreadsheet.**
5. Find the FINAL envelope prepared for each ensemble. Place the choral music, three performance judge's score sheets, the sight reading score sheet and FINAL RATINGS form in the envelope. **Take the final envelope to the guitar room and place it in the area with the school's name on it.**

If you have any questions, please find Mr. Ehrlich, Mrs. Moir, or Mr. Horanski. If you can't find either one of us, check with someone at the Volunteer Sign-In Table