

Recital Program Style Guide

¹**Performer's Name, *instrument***

²**Accompanist's Name, *instrument***

³Symphony No. 31 in D Major

⁴Joseph Haydn
⁵(1732-1809)

Symphony No.4 in A Major, ⁶op. 90 (⁸"Italian")
⁹ & ¹⁰*Allegro vivace*
Andante con moto
Con moto moderato
Saltarello: Presto

⁷Felix Mendelssohn
(1808-1847)

Missa brevis in F

¹¹Joseph Haydn

Die schöne Müllerin
¹²2. Wohin?
6. *etc.*
9. *etc.*

Franz Schubert
(1797-1828)

¹³O mio babbino caro (from *Gianni Schicchi*)

Giacomo Puccini
(1858-1924)

¹⁴Featured Soloist, *instrument*

¹⁵***Intermission***

Concertino for Baritone Saxophone

Li Kai Han Jeremiah
¹⁶(b. 1980)

¹⁷**Student Recital Series**

¹⁸**Monday, March 7, 2011**

¹⁹**7:30 p.m., Swarthout Recital Hall**

²⁰Performer's Name is a student of Professor Studio Teacher and presents this recital in partial fulfillment of the requirements for the degree <Degree> of Music in <major emphasis>.

Document Preparation:

Set the orientation to "Landscape", set margins at .25" all around & select 2 columns. 5" columns with a .5" space between.

Set the tabs at .5" left, 2.50" center, 5" right

Select Cambria for the font, which should be 10pt for body of program except where noted for specific content.

Format for saving the file:

DATE PERFORMER'S NAME PROGRAM.doc (DATE format: mmddyear ie: 06051961)

DO NOT USE TABLES!

Content Guidelines:

1. 12pt, **Bold**, instrument *italicized* & lower case
2. 12pt, **Bold**, instrument *italicized* & lower case
3. Generic title capitalized but with no italics
4. Composer's full name
5. Dates of deceased composers under name within parentheses
6. Place a comma before opus numbers or catalog references
7. Commonly accepted "full" name as opposed to Felix Mendelssohn Bartholdy, etc. according to *The New Grove Dictionary of Music and Musicians*.
8. Place nicknames in quotation marks within parentheses
9. Indent but do not number the names of movements when performing the entire work
10. *Italicize* languages other than English (instrumental only). Capitalization follows the convention of the language
11. Previously cited composer- full name but no dates.
12. One of several movements to be performed from a larger work, but not the complete work
13. A single selection or movement (from *The Major Work*); *italicize* major works no matter the language (vocal = not italicized; instrumental = *italicized*)
14. Featured soloist or ensemble centered with instrument *italicized*; separate members of the ensemble using a semi-colon
15. "Intermission" centered, **Bold & italicized**
16. Birth date for living composer
17. Recital Series 12pt **Bold**
18. Performance Date 12pt **Bold**
19. Time & Location 12pt **Bold**
20. Statement including performer's name, current studio teacher, and current degree. 10pt

Other:

Translations and Program Notes

Printing translations and program notes is the sole responsibility of the performer and must fit the following criteria:

1. Printed on white paper only
2. One 8 ½" X 11" page only
3. May print on both sides

Program Submission

1. Student recital programs must be submitted no less than 2 weeks before the recital.
2. Programs must be emailed to Laura McCorkill (lmccorki@ku.edu)
3. A printed copy, with appropriate faculty signature to indicate approval of the program, must also be turned in to Laura McCorkill in 460 Murphy prior to printing.
4. Unless otherwise requested, 50 programs will be supplied for each student recital.