

University of California, Irvine – Department of Music
Instructions for Preparing Programs
Student Recitals

RECITAL PROGRAM

Recital Guidelines and Instructions will be sent to you by email. They are also accessible on the UCI Music Department Website (<http://music.arts.uci.edu/content/recital-information>) and they are posted on the call board near the Music Office.

All **vocal students** are required to include translations of all texts not performed in English in their programs. Give names of poets when well-known.

When creating your program please use legible fonts, avoid script fonts as they are hard to read and look amateur. Pay attention to the aesthetic (spacing, amount of white space versus print, indentations, borders, etc.) of your completed program as well.

Program templates should be used to assist you in creating your program. These Microsoft Word templates can be found on the computers in the Arts Media Center (AITR 292), or the templates can be e-mailed to you if you contact the Production Manager of the Music Department and request them. A reference book for how to prepare programs can also be found in AITR 292.

DUE DATES

The Assistant Production Manager will no longer be collecting program drafts. Please work with your studio teacher to create and edit your program.