

Style Guide for Programs

Please type your program directly on the template which can be found here:

<http://www.music.uwo.ca/about/resources/print-programs.html>

TOP RIGHT:

Arial font; 14 pt. font size

The upper right hand side should have at least three lines including the date, time, venue title, your name, instrument or voice, and any other performers and their instrument.

Instruments are *italicized*.

March 9, 2023
8 p.m., von Kuster Hall
Natalie Donnelly, *voice*
Tom King, *piano*

BODY:

Cambria font; 12 pt. font size

The composer and his/her dates are lined up along the right side.

You must be consistent with composers' first names, i.e. use first initials in every work or use full first names in every work (not a mix of the two)

Dates are in brackets (1685-1750) or (b. 1983) **below** the composer name. Note that (1923-) is *not* the acceptable way to denote living composers.

The title of the work is lined up along the left side.

- The name of the overall work is in straight text. Movements or segments of a work are indented and *italicized*. Note that movement numbers are NOT included; use the tempo markings instead.

Symphony No. 2 in D, op. 43
Allegretto
Tempo Andante, ma rubato
Vivacissimo
Finale – Allegro moderato

- The reverse is used when the title is collective from a larger work:

Four Dance-Episodes from *Rodeo*
Buckaroo Holiday
Corral Nocturne
Saturday Night
Waltz Hoe Down

- For a movement identified by both a title and tempo, use a colon after the title:

Marcia funebre: Adagio assai◊

- For a movement with a major change in tempo, separate the two with a semicolon:

Allegro non troppo e molto maestoso; Allegro con spirit

- For opus numbers, etc., note that some are capitalized and some are not:

Op. 53, no. 3 or K. 421, BMV 1068

- If you have individual or ensemble accompanists for certain pieces only, their name should be listed in **Bold**, instrument in ***Bold Italic*** and centered under the work.

Sarah Jones, violin

- Intermission is in **Bold**, centered with two spacers. Do not amend this (no “Brief Intermission” or “Pause” etc.)

- Intermission -

BOTTOM:

Cambria font; 12 pt. font size

The appropriate credit line should be centered and *italicized* at the bottom of the program:

This recital is presented in partial fulfillment of the requirements for the Bachelor of Music (Performance) degree.

This recital is presented in partial fulfillment of the requirements for the Artist Diploma (one-year).

This recital is presented in partial fulfillment of the requirements for the Music Performance Diploma (three-year).

This recital is presented in partial fulfillment of the requirements for the Master of Music (Literature and Performance) degree.

This recital is presented in partial fulfillment of the requirements for the degree Master of Music (Literature & Performance ~ Accompanying & Chamber Music).

This recital is presented in partial fulfillment of the requirements for the Doctor of Musical Arts in Performance degree.

No credit line is required for Chamber Recitals.

NOTE TO STRING PLAYERS: If you are using a string bank instrument, remember to acknowledge the instrument (type, provenance).

*Special thanks to Western University's
Don Wright Faculty of Music String Bank for the generous loan of the
instrument/bow (fill-in-the-blank) used in this performance.*

OTHER NOTES:

Your program can be typed directly on the template which can be found here:

<http://www.music.uwo.ca/about/resources/print-programs.html>

One copy of your program (saved as a PDF) must be submitted by email along with your typed approval form (including all approvals by email) The approval form - can be found here: <http://music.uwo.ca/departments/music-performance/handbook/credit-recitals.html>

Graduate students only: one copy of your electronic PDF program must be submitted along with your approval form, which must include all email approvals to the Graduate Assistant. If this is your second recital, include a copy of your first recital as well.

Email formatted programs (pdf) to:

Undergraduate: Undergraduate Assistant - mpsdept@uwo.ca

Graduate: Audrey Yardley-Jones - ayardley@uwo.ca

All concert and recital programs will be shared with audience members digitally. No paper copies will be provided. Audience members may download programs from [our central Concert Programs webpage](#) in advance or when they arrive, and/or view on the TV screens outside the venue up to 20 mins prior to the performance.

Electronic versions will be provided to the Jurors.

If your program has been submitted and posted online but you require changes to be made (i.e. changing the date to reflect a deferral, changing the order of works performed, typos, etc.), you may announce your change from the stage or make alternative arrangements directly with the graduate or undergraduate staff contacts noted above.