

SPRING 2021 BOOKING IN ROOMVIEW

Roomview will be closed - Wed., November 25, 2020 through Sun., January 3, 2021

Submitting Roomview requests for student recitals begins

Monday, January 4 for DMA recitals

Thursday, January 7 for MM, GAC and Senior recitals

Monday, January 11 for Junior recitals

No non-degree recitals for Spring 2021

IMPORTANT – Approve your date with your teacher/accompanist prior to submitting your request.
One request per student – slots are limited so do not wait too long to book your date!

Roomview Instructions are located – COM webpage – “Students” tab at the top

Key points of our COVID requirements for recitals and events

(IMPORTANT - a complete list will be sent to you after processing your recital request)

- No live audience in attendance, including family members
- Events will be audio recorded and live streamed (video of live stream provided) by Recording Services
- Entry into venue 20 minutes prior to start time, recital length 60 limited to minutes
- Live stream starts 5 minutes prior to listed start time (be off-stage & not talking during this time)
- Additional performer limits, masks, social distancing and sanitizing the piano keys are required

Recital and event venues available for Spring 2021

MPAC - major ensembles and events with special approval only

Voertman Hall – student/faculty/small ensembles

Recital Hall – student/faculty/small ensembles

Lab West – jazz studies students/jazz faculty/small jazz ensembles

Merrill Ellis Intermedia Theatre – composition students/others with CEMI Director approval

Choir Room MU230 – Fridays only 6:30 PM and 8:30 PM general student/faculty recital slots

Recital start times for Spring 2021

Weekdays – 4:30 PM, 6:30 PM, 8:30 PM

Weekends – 12:30 PM, 2:30 PM, 4:30 PM, 6:30 PM, 8:30 PM

- enter venue 20 minutes prior to the start time you choose above
- end/exit from your event one hour after start time unless requested for the 8:30 PM recital slot
- live stream begins 5 minutes prior to start time, except for major ensembles they are 10 minutes

recurring weekly chamber music studies rehearsals/coaching & jazz sectionals – rehearsal w/accompanist or small ensemble – meetings – self-recording - zoom lessons (booked 3 days out only) – orals & defense

Space is available for the needs listed above during Spring 2021. Some require forms - COM webpage, “Students” tab

- recurring sectionals for jazz ensembles and for chamber music studies groups – form required to be booked
- self-recording in venues – form required prior to submitting a request; not required for classrooms to self-record
- **IMPORTANT** - Any use of space requires 30 minutes in front of and after the times you want to use to be open and no one present in the space. This is for aerosols to dissipate before the next use.
- **IMPORTANT** - include the names of all present and their instrument, each time you submit a request in the additional information section of your Roomview request.