



Summer Festival | 2024 / 2025

# The Lord is My Light and



Choir Guidelines

# My Salvation (Psalm 27:1)



COPTIC ORTHODOX  
DIOCESE OF MELBOURNE

# “ THE LORD IS MY LIGHT AND MY SALVATION ”

## Choir Festival (2024-2025)

### Deadlines

Registration Open by	01-Dec-2024
Regular Registration Close by	29-Dec-2024
Extended Registration Close by <b>(significant fees applies)</b>	05-Jan-2025
Teams to pay regular registration fees by	29-Dec-2024
Teams to pay extended registration fees by <b>(significant fees applies)</b>	05-Jan-2025
Cancellation with no penalty <b>(penalties applies afterwards)</b>	29-Dec-2024
Swap of registration with no penalty <b>(penalties applies afterwards)</b>	29-Dec-2024
Cancellation with 25% penalty of the full fees <b>(applies on both regular and extended registration)</b>	30-Dec-2024 <b>to</b> 12-Jan-2025
Cancellation with 50% penalty of the full fees <b>(applies on both regular and extended registration)</b>	13-Jan-2025 <b>to</b> 09-Feb-2025
Cancellation with 75% penalty of the full fees <b>(applies on both regular and extended registration)</b>	10-Feb-2025 <b>to</b> 23-Feb-2025
Cancellation with 100% penalty of the full fees <b>(applies on both regular and extended registration)</b>	24-Feb-2025 <b>to</b> 02-Mar-2025
Hymns & New Lyrics Submission	10-Jan-2025
Committee to acknowledge / request lyrics amendments	17-Jan-2025
Final lyrics revision & approval of hymns	24-Jan-2025

# “ THE LORD IS MY LIGHT AND MY SALVATION ”

## Local Melbourne Churches Performance Dates

The following dates **may be subject to change** depending on number of registration and venue availability, so please plan your team based on the below:

### Performance:

East region	29 & 30 Mar 2025
West region	5 & 6 Apr 2025

## Interstate Churches Submission Date

Submission of recorded performances	30-Mar-2025
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## Advanced Performance Submission Date

Advanced performances recording submissions	05-May-2025
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# “ THE LORD IS MY LIGHT AND MY SALVATION ”

## Fees & Payments

### Regular Registration Fees (till 29-Dec-2024):

#### Melbourne Churches\*

One-Time Bond	\$300.00
Choir Team	\$280.00
Ensemble	\$50.00
Individual Vocal/Instrumental	\$30.00

#### Interstate Churches\*\*

Choir Team	\$140.00
Ensemble	\$30.00
Individual Vocal/Instrumental	\$20.00

### Extended Registration Fees (30-Dec-2024 to 5-Jan-2025):

#### Melbourne Churches

One-Time Bond	\$300.00
Choir Team	\$450.00
Ensemble	\$90.00
Individual Vocal/Instrumental	\$50.00

#### Interstate Churches

Choir Team	\$250.00
Ensemble	\$60.00
Individual Vocal/Instrumental	\$40.00

\* This is a discounted fee, and it will go towards the hire of the venue, sound equipment and choir awards

\*\* This is a reduced fee and will be used to support the service and choir awards

### Important Note:

*Please refer to the churches' fees payment procedure document on how to pay the fees.*

# “ THE LORD IS MY LIGHT AND MY SALVATION ”

## Fees Coverage

Local Melbourne churches will be offered the following as part of the theatre performance fees for this year in the summer festival

- Performance will be on Professional Stage
- The Stage will have control basic lights
- The Stage will have a professional sound system
- Waiting Area for each to prepare
- Backstage Area for changing clothes, make-up & preparation
- Backdrops for Multi background(s) & Projector
- **FREE 90 TICKETS** (Performance Day)

## Additional Tickets Packages

### Melbourne Churches\*

25 Tickets	\$30.00
60 Tickets	\$70.00
100 Tickets	\$120.00

## Donations

You may choose to donate for summer festival using details below:

**Account Name:** Coptic Orthodox Church Diocese of Melbourne – Community Festival

**BSB :** 063-159

**ACC :** 10729454

## Choir Terms and Conditions (T&Cs)

All participating churches **MUST** download, print, read the Choir Festival T&Cs (from SF website choir page), then get it signed and send it back to the SF Choir Sub-Committee as per the instruction given in the T&Cs document. **Your submission is not valid** till the SF Choir Sub-Committee receives the Choir T&Cs signed.

# “ THE LORD IS MY LIGHT AND MY SALVATION ”

## Age Group

Participants can be from the following age groups:

1. Angels
2. Primary (Grade 1-6)
3. Secondary (Year 7-12)
4. Youth (19 – 29 years old)
5. Adults 30+

Note: **Grade 1** age groups is floating. This means - as a church; you can choose for **Grade 1** to join either angels or primary choirs.

## Entry Limit

Registration is limited to one choir team per age group from each church.

There are no limits for vocal, instrumental or ensemble performances participation per church; everyone is welcome. However, the committee advocates participants who have genuine interest.

## Choir Committee Contacts

All communication should be directed to the committee's email address: [choir@sfmelb.org.au](mailto:choir@sfmelb.org.au)

The committee will **NOT** respond to emails sent to personal addresses of committee members.

All inquiries must go through the church coordinator designated by each church.

Emails sent by individuals will **NOT** be **ATTENDED** to it, and only authorized church coordinators should communicate directly with the committee.

It is crucial that church coordinators include their names and church name in all email correspondence.

# “ THE LORD IS MY LIGHT AND MY SALVATION ”

## General Instructions

1. Each church must provide the committee with **One Church Coordinator** contact details, who will be responsible for the co-ordination of all tasks between the committee and the church. **For no confusion, the committee will not be coordinating/communicating with multiple leaders or parents.**
2. Each church may provide up to 5 age coordinators – one for each age group; to help with registration and lyrics submission only. Any further communication beyond the lyric submission should be addressed only to the choir coordinator of the church. For no confusion, the church coordinator should be involved in all communications between the Committee and age coordinator(s).
3. Approved languages for choir festival are only **English, Arabic, Coptic and Fijian.**
4. **Strictly, no acting is permitted.** Narration is allowed between hymns if the purpose is to link an idea in the performance.

## Competition Format\*\*

There are four categories of performances that each church can participate in:

- **Choir Groups;** group of NOT LESS THAN 5 members.
- **Individual vocal performances** (Normal Level, Advanced Level\*)  
Only one person at a time will have the chance to present his/her talent.
- **Instrumental performances** (Normal Level, Advanced Level\*)  
Only one person at a time will have the chance to present his/her talent.
- **Ensemble Performance:** a team of 4 to 9 members with mixed instrumental lines (may include vocal lines) to perform together.

\*Based on Vocal/Instrumental performance score, participants may be invited to participate at an advanced level. Advanced performance is not added to the church overall score. However, the participants will receive individual recognition.

\*\*Please read and understand the guidelines related to your performance carefully. Any performance that does not meet the guideline will face a penalty. If you believe there is a need to change or deviate your performance from the guidelines, please discuss this first with the committee via email for instructions.

***The performance timing will be as following:***

	Choir performances		Vocal or instrumental performances	Ensemble performances
	Angels age group	Other age groups		
<b>Setup and preparation</b>	10 Mins	10 Mins	2 Mins	3 Mins
<b>Performance time</b>	<b>10-15 Mins</b>	<b>15-20 Mins</b>	<b>3 Mins</b>	<b>7 Mins</b>

\*If you exceed the times above, a deduction might be applied

\*Motto is NOT mandatory for Angel choirs. However, Angels' teams may choose motto as one of their selected hymns.

# “ THE LORD IS MY LIGHT AND MY SALVATION ”

## **Choir Guidelines and Scoring Criteria**

- ❖ The main Motto of the summer festival should be presented **AT THE START OF** your performance.
- ❖ The motto time is NOT included in your performance time, but it will be assessed as per attached assessment guidelines. (Except for angels' choir – Motto is not compulsory)
- ❖ Your performance should not exceed assigned preparation/performance time. Please refer to competition format
- ❖ Please stick to your submitted and approved Lyrics unless otherwise have been advised to you by Committee Members.



# “ THE LORD IS MY LIGHT AND MY SALVATION ”

## Main scoring criteria

	Breakdown	Percentage
<b>Lyrics</b>	<ul style="list-style-type: none"> <li>The flow of hymns in building a storyline in the performance</li> <li>The hymns related to the festival theme</li> </ul> <p><b>*Bonus:</b> New hymns written by diocese of Melbourne’s participants/servants</p>	13%
<b>Melody</b>	<ul style="list-style-type: none"> <li>Melody suitability for words and Age group</li> </ul> <p><b>*Bonus:</b> Newly Composed Music by diocese of Melbourne’s participants/servants</p>	10%
<b>Music Composition</b>	<ul style="list-style-type: none"> <li>suitability to deliver the meaning of the hymn, melody</li> <li>integration of the music instruments</li> <li>musical textures and dynamics</li> </ul> <p><b>*Bonus:</b> Live music with multiple instruments is encouraged if it adds value to the composition of the hymn. Marks will not be given on the number of instruments but based on their added value.</p> <p><b>*Copyright;</b> the use of music pieces with copyright in hymns without approval is not acceptable. Social media acquired music should be avoided.</p>	13%
<b>Choir Performance</b>	<ul style="list-style-type: none"> <li>Clarity of the words, precise timing within the team</li> <li><b>Melody Clarity</b></li> <li>Harmony within the choir</li> <li>The use of vocal lines in the choir</li> <li>Keeping to tempo</li> <li>Choir’s participation and focus</li> <li><b>Leader’s role</b></li> </ul>	50%
<b>Solo</b>	<ul style="list-style-type: none"> <li>The voice timbre</li> <li>Clarity of the words</li> <li>Keeping to tempo</li> <li>Presence on the stage and confidence</li> <li>Suitability of the voice timbre to the hymn</li> </ul>	14%
<b>General presentation</b>	<ul style="list-style-type: none"> <li>Choir presentation; a unified uniform, simplicity of the choir visual appearance</li> <li>Pamphlets can be used by the choir if not distracting (applicable for Stage performances)</li> </ul>	Recommended
<b>Deductions</b>	<ul style="list-style-type: none"> <li>Keeping to performance assigned time</li> </ul>	Late by: 1-5min → 1% 5-10min → 2% 10min+ → 3%
	<ul style="list-style-type: none"> <li>Late arrival to the stage (applicable for stage performances)</li> </ul>	Delay 1-5min → 1% 5-10min → 2% 10min+ → 3%
	<ul style="list-style-type: none"> <li>Sending relevant videos on time (applicable for video performances)</li> </ul>	Delay 1-2 days → 1% 2-5 days → 2% 5 days+ → 3%
	<ul style="list-style-type: none"> <li>Behavior</li> </ul>	5% or Possible disqualification
	<ul style="list-style-type: none"> <li>Guideline deviation without prior approval</li> <li>Music Copyright violation</li> </ul>	3%

# “ THE LORD IS MY LIGHT AND MY SALVATION ”

## **Lyrics submission**

The committee is encouraging the production of new hymns written and composed by our talented people in the diocese.

However, all lyric submissions- regardless of its source; **MUST be reviewed and approved** by the church priest.

Lyrics submission with no priest signature won't be considered. If there is any concern about the submitted lyrics, the responsible priest will be contacted to discuss.

Lyrics amendments – if any; needs to be sent back by the deadline mentioned.

### **All Lyrics and Hymns submission MUST include the following:**

- Church name
- Age group
- Responsible leader name and contact details.
- Choir team's Name – if any

### **And for each Hymn\*:**

- New lyrics author name
- Hymn source
- Music Composer
- Vocal Soloist
- Live Instrument Soloist

*Important note: Failure to communicate this info to the committee before the assigned due date may result in not evaluating your efforts producing lyrics or music.*

**Note:** if the individual hymn information is not available at the time of submission, (eg new lyrics owner, songwriter, music composer, songs in order etc.) kindly include it in your pamphlets submitted on the day of performance.

# “ THE LORD IS MY LIGHT AND MY SALVATION ”

## Vocal / instrumental Scoring Criteria

- ❖ The main Motto of the summer festival is NOT REQUIRED to be presented prior to your performance.
- ❖ Your performance should not exceed assigned preparation/performance time. Please refer to competition format
- ❖ Submission of lyrics for vocal performances are NOT required. However, participants should ensure the chosen lyrics comply with our Coptic Orthodox Faith.
- ❖ Audio tracks can accompany vocal performance, but the track will not be evaluated; only the vocal. So please make the track simple to just provide guidance and not to cover-up the soloist.
- ❖ For recorded performances, although accompanied audio track is not evaluated, but it must be captured in your recorded video. Participant should NOT listen to the accompany audio track via headphones while recording
- ❖ Audio tracks **cannot** accompany instrumental performances.

## Ensemble Scoring Criteria

A team of 4 to 9 members with mixed instrumental lines (may include vocal Lines) to perform together for up to 7 minutes stage time with 3 minutes stage preparation.

- ❖ A minimum of 3 texture line should be presented.
- ❖ If vocal lines are included, vocal performers should be 4 or less. The lyrics must be submitted for approval by the due date outlined in main guidelines.
- ❖ Key technical points each team should take into consideration:
  - Musical Structure
  - Melody: pitch, duration, tempo ...
  - Harmony: chord, progression, consonance/dissonance, key, tonality/ atonality
  - Music Dynamics
  - Instruments' Timbre match
  - Texture/musical lines

Performances should align with the Coptic Orthodox faith. Strictly no songs, movie or series trailer music will be accepted and will lead to disqualification of the performance. Classical music masterpieces are exceptional.

# “ THE LORD IS MY LIGHT AND MY SALVATION ”

## Interstate Performances

- ❖ All Choir participants must be seen within camera shooting width including team conductor, live musicians and other servants involved. If any member participating in the performance is not seen in the video, the relevant scoring will not be considered. Example, if the live musicians are not in the video, they will not be scored as per criteria.
- ❖ The setting up of a stage-like area with either the church alter or just white background is required for all performances.
- ❖ The church must submit one video with the full performance for each of the age groups' participating Choirs. Please ensure the video is labelled with the name of the church and the age group and the lyrics pamphlet attached. **Please refer to lyric submission section.**
- ❖ **A video per each hymn will not be accepted.**
- ❖ **For individual performances**, shooting video in casual setup is not acceptable. Participants should be well dressed and present his/her talent while standing up, not laying on a couch or bed. Recording area should be appropriate, not in a shopping mall or similar. **Please ensure the video is labelled with the name of the church and the participant's name that matches registration form.**
- ❖ The performance should be filmed solely for the summer festival. No previous recorded performance from church/team's library would be accepted.

Committee members are happy to provide help over the phone if needed. Kindly advise your recording date one week in advance, so the SF Choir Subcommittee can make themselves available to help with the setup for your recording.

Please refer to **General recommendations for video-recorded performances** section for further recommendation.

## General recommendations for video recorded performances.

- ❖ For sound clarity, it is highly recommended to capture the audio via an audio system and inserted to camera audio input. Not directly using smart phone microphones
- ❖ Choose a quiet time and place to record as background noise will be heard in the background and will reduce the sound quality of the video.
- ❖ Try to choose a location with no tiles, marble or laminated wooden floors as this will cause echoing in the sound of the video. Carpet flooring is highly recommended.
- ❖ Choir members **should not** move while shooting the video. Try to keep same distance away from audio input device throughout the whole recording.
- ❖ For fair judgment of your performance, please use stage equipment setup not media-controlled setup. The ability to add effects or edit recorded audio in any way is not acceptable and may result in disqualification of the video.

# “ THE LORD IS MY LIGHT AND MY SALVATION ”

## Performance Day important instructions

- ❖ The SF Choir Subcommittee ask that you kindly make yourself available on time - recommended to arrive 30mins prior to your first performance.
- ❖ Kindly be Punctual. Come on time, prepare on time, perform on time, and leave stage on time. Every minute delayed means deduction of your score.
- ❖ **There will not be a chance to access the venue for final rehearsals on stage. In addition, audio systems will not be available except on performance days. Please send us your audio special requirements - if any, so that the SF Choir Subcommittee can support it at least 2 weeks prior the performance scheduled date**
- ❖ On the performance day, you are all welcome to meet with the committee members within break time. However, the committee members should not be approached during or between performances.
- ❖ We are all servants, here to serve God’s sons and daughters. So, be a role model. No aggression will be tolerated with any churches members or with the judging committee. Aggression may lead to score deduction or possible disqualification.
- ❖ Six pamphlets of the performance should be provided to the committee on the day (**softcopy is enough for interstate/recorded performances**). Pamphlets must have a cover page that includes church name, age group, responsible leader contact details. Each hymn should have name of new lyrics author (if any), name of music player/composer, and name of soloist.

N.B, if any info you have previously missed to communicate to the committee (like new lyrics owner, songwriter, music composer, songs in order etc.) kindly include it in your pamphlets submitted on the day of performance.

- ❖ Once a performance is called in for preparation, a timer will appear on a side screen to let you know how much time left for you to get started.
- ❖ A side screen will be available for power point presentation, in case needed.
- ❖ A deduction of points WILL occur if anything happens by anyone of your team members that may lead to any disturbance on the day. For example, noise or distraction while others are performing, aggression, not following instruction from servants, as well as late attendance or performance time/ preparation time exceeded etc.
- ❖ Choir performances will be live streaming on Facebook Summer Festival page as well as on YouTube. Please let us know if you have any concerns.

# “ THE LORD IS MY LIGHT AND MY SALVATION ”

A series of horizontal dotted lines for writing, spanning the width of the page.

# “ THE LORD IS MY LIGHT AND MY SALVATION ”

Handwriting practice area consisting of 30 horizontal dotted lines.

# Anthem 2024/2025

(Our God is eternal  
Our God is One in Three  
Pantocrator, The Logos  
Redeemer and Holy) x 2

All generations witness for Him  
His creation gives Him praise  
Tells of His might and His wonders  
How this world His hands have made

We're peaceful in His promises  
Guided by His teachings  
We live by His commandments  
We seek Him and His blessings

Our Church fathers and martyrs  
Kept Tradition to this day  
A life of Sacraments  
My Church unique and firm in faith

My faith and my doctrine are glory  
Unchanging the teachings and Holy  
The Lord is my light and my salvation  
The Lord is my light and my salvation

**Contact us on:**

**Website:** [www.sfmelb.org.au](http://www.sfmelb.org.au)

**Email:** [info@sfmelb.org.au](mailto:info@sfmelb.org.au)

**Facebook:** SummerFestivalMelbourne

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