

INSTRUCTIONS FOR THE ProDVIDA EXAMINATION CANDIDATE

Congratulations! You are about to embark one of the most exciting, rewarding processes of your dancing career. There is no greater way to truly learn and understand dancing than to prepare for a formal certification exam. We applaud your commitment to excellence.

Like professional examinations for doctors and lawyers, the DVIDA examination process is administered with the highest standards of fairness, impartiality, thoroughness, and professionalism. Your examination will be prepared in advance (anonymously) according to a system of universal standards of excellence for the dancing industry. You will need to work very hard to prepare for this exam, but if you make the commitment to yourself and to your career, the rewards will be tremendous.

Below are some suggestions for preparing for the exam and doing well on it.

Note: Should you come across any discrepancies between the Dance Vision DVDs/videos and the DVIDA manuals while preparing for your examination, please remember that the written instruction from the DVIDA manual will always supercede the verbal instruction given in the DVD/video.

Dress Code

Be sure to dress professionally and be well groomed. You should wear clean and well fitting ballroom dance shoes. Ladies may wear slacks and teaching shoes if they wish. If you choose to wear a skirt or dress, please be certain the length is such that the examiner may clearly see your legs and feet. A good general rule is no longer than a few inches below the knee.

The Examination

American Rhythm/Smooth, International Standard/Latin, Argentine Tango, Nightclub Two-Step

The examination will have four parts. You will be graded in the following areas:

- 1) Part A - dancing (40%)
- 2) Part B - theoretical questions (30%)
- 3) Part C - general teaching questions (20%)
- 4) Part D - overall presentation (10%).

Salsa

The examination will have four parts. You will be graded in the following areas:

- 1) Part A - dancing (30%)
- 2) Part B - theoretical questions (30%)
- 3) Part C - general teaching questions (30%)
- 4) Part D - overall presentation (10%).

American Rhythm/Smooth, International Standard/Latin, Argentine Tango, Nightclub Two-Step.

In the **dancing segment (Part A)**, you will dance a routine for each dance containing all the figures from your syllabus (American Smooth: Waltz, Tango, Foxtrot, Viennese Waltz, American Rhythm: Cha Cha, Samba, Rumba, Mambo, Bolero, Merengue, East Coast Swing, West Coast Swing, International Standard: Waltz, Tango, Foxtrot, Viennese Waltz, Quickstep, International Latin: Cha Cha, Samba, Rumba, Paso Doble, Jive). You will dance this routine with a partner, (you will need to arrange a partner for this segment of the exam) to music, two times, once as a leader and once as a follower. The examiner will then ask you to dance an amalgamation of three or four figures, to music, by yourself. The purpose of the amalgamation section is to ensure that you can dance an amalgamation while staying on time with the music, without the assistance of your partner.

Each candidate must receive a minimum score of 2.0, Leader and Follower combined average in each dance, as well as a 2.0 total average in Part A in order to pass the exam.

You should have your routines memorized, and choreographed to fit the room where the examination will be held. You will select the music, and you should have a DJ to start and stop the songs during the exam. Your partner can act as a DJ if you can't find anyone else.

Salsa

The examination candidate will choose whether to take the examination in the **ON1** timing or in the **ON2** timing.

In the **dancing segment (Part A)**: you will dance a routine containing all the figures from the syllabus in the timing you have chosen. You will dance this routine with a partner, (you will need to arrange a partner for this segment of the exam) to music, two times, once as a leader and once as a follower. The examiner will then ask you to dance an amalgamation of three or four figures, to music, by yourself in the timing you have chosen. You will then be asked to dance a second solo amalgamation in the opposite timing. The purpose of the amalgamation section is to ensure that you can dance an amalgamation while staying on time with the music, without the assistance of your partner.

Each candidate must receive a minimum score of 2.0, Leader and Follower combined average in each dance, as well as a 2.0 total average in Part A in order to pass the exam.

You should have your routines memorized, and choreographed to fit the room where the examination will be held. You will select the music, and you should have a DJ to start and stop the songs during the exam. Your partner can act as a DJ if you can't find anyone else.

American Rhythm/Smooth, International Standard/Latin, Argentine Tango, Nightclub Two-Step.

In the **theoretical portion (Part B)**, you will be asked to identify the theoretical elements (footwork, amount of turn, CBM, etc.) of the syllabus figures. Each examination will ask different theoretical questions (In American Smooth, International Standard and International Latin, the candidate will be responsible for answering theoretical questions on all dances in that style; In American Rhythm, the candidate will be asked to choose 4 of the 8 dances for which they will answer theoretical questions). The specific questions will be determined by DVIDA and marked on the examination. The examiner will also be able to ask one theoretical question, per dance, of the examiner's choice.

You should have all the elements of every figure memorized for both the leader and the follower's part. You should practice saying these elements aloud while dancing the figure. The quicker you are able to articulate the elements correctly, the higher your grade will be. This takes a great deal of memorization and *practice*. It is not enough just to be able to dance the patterns (though this is also important.) You must be able to demonstrate the elements in isolation, for both the leader and the follower's parts.

The following definitions of types of leads may help you in this portion of the exam.

Weight Change – The tone in the frame and body allows the leader to convey each step through each weight change.

Physical – The arm is used through contraction and extension to communicate to the follower.

Shape – The leader uses the shape of the body and arms to communicate the lead to the follower.

Visual – The Leader will indicate the lead by gesturing with the body, arms, or eye contact without actual physical contact with the follower.

Note: Your verbal response in the theoretical portion of the exam should be limited to the response required for demonstrating the element asked for. For example, if you are asked to demonstrate the Alignment for the Leader in the Two Way Underarm Turn for the American Style Waltz, you would fully demonstrate the entire figure, however your verbal response should be:

Step 1	Facing Wall
Step 2, 3 and 4	Backing Against Line of Dance
Step 5, 6 and 7	Facing Line of Dance

And continuing in this manner through all steps of the pattern.

Salsa

In the **theoretical portion (Part B)**, you will be asked to identify the theoretical elements (footwork, amount of turn, dance position, lead, etc.) of the syllabus figures in the timing you have chosen. Each examination will ask different theoretical questions. The specific questions will be determined by DVIDA and marked on the examination. The examiner will also have the option of asking additional questions in either timing if they feel more understanding needs to be demonstrated.

All of the additional information relating to **Part B** of the examination for the styles above will also apply to Salsa.

American Rhythm/Smooth, International Standard/Latin, Argentine Tango, Nightclub Two-Step.

In the **general teaching questions portion (Part C)**, you will be asked specific questions about music, how to teach certain elements (frame, etc.) to students, and will be asked to conduct certain aspects of a group class. This will enable the examiner to evaluate your general teaching skills. Be sure you know how to start a group class to music for each dance.

Salsa

The questions asked in **Part C** may be asked in either timing (timing will be chosen by the examiner where applicable).

All Examinations

Finally, you will receive a grade for your overall presentation, which will encompass your poise, demeanor, vocal projection, and clarity throughout the exam.

Scoring

The examination final score will be calculated as follows:

High Honors	3.6 - 4 Points
Honors	3.2 – 3.59 Points
Pass	2.8 – 3.19 Points
Fail	0 – 2.79 Points

You will receive a numerical grade (0-4) for every question. If the examiner feels a response falls between two numbers, the examiner can assign .5 (for example, 1.5, 2.5, 3.5).

The specific scoring for each portion of the exam is explained as follows:

In **Part A** the examiner will use the following grading key:

- 4 Points:** *Excellent*
- 3 Points:** *Good*
- 2 Points:** *Fair*
- 1 Point:** *Needs Improvement*
- 0 Points:** *No Understanding Was Demonstrated*

In **Part B** and **Part C** the examiner will use the following grading key:

4 Points: *The candidate answered the question perfectly and without hesitation. The candidate correctly demonstrated the foot positions, dance positions, footwork, alignment (Samba only), amount of turn, leads (Leader's part only), and arm positions in each response. If for example a candidate is asked for the count of a figure, the candidate will receive 4 points for the question **only if** the foot positions, dance positions, footwork, alignment, amount of turn, leads, and arm positions are also demonstrated correctly. If the candidate provides the correct count but these other elements of the figure are demonstrated incorrectly, the candidate will not receive 4 points.*

3 Points: *The candidate answered the question with only minor errors and minimal hesitation.*

2 Points: *The candidate provided information that had major errors, or took too long to answer the questions.*

1 Point: *The candidate provided more incorrect than correct information.*

0 Points: *No Understanding Was Demonstrated*

In **Part D** the examiner will use the following grading key:

4 Points: *The candidate was clear, articulate, and graceful, and presented the material in an engaging, lively, intelligent fashion. The candidate had excellent posture and poise. The candidate's clothing and grooming was impeccable.*

3 Points: *The candidate spoke well and clearly, and presented the information in a pleasant, friendly, fashion. The candidate had good posture and poise. The candidate's clothing and grooming was tasteful and presentable.*

2 Points: *It was occasionally difficult to hear or understand the candidate, and/or the candidate maintained composure most of the time. The candidate's posture and poise was below average. The candidate's clothing and/or grooming were below average of professional standards.*

1 Point (any of the following): *It was difficult to hear or understand the candidate more than 50% of the time, and/or the candidate became flustered, frustrated, impatient, or angry in a way that had a demonstrable effect on the candidate's performance. The candidate had poor posture and poise. The candidates clothing and/or grooming was sloppy or inappropriate.*

0 Points: *No Professionalism Was Demonstrated*

While the examiner will score the examination, **all final score tallying will be done by DVIDA**. At the close of the examination, the examiner will make a copy of the score sheet for him or herself, and then send the original by first class mail to DVIDA. DVIDA will notify you or your studio of the official results by US Mail. The examiner may let you know if you have done well on the test or if you need additional work on your dancing and/or theory but will not be able to give you the final score.