Notes Regarding Student Recital Programs

*Single recitals are produced on 8.5 x 14 paper; creating a 7 x 8.5 program.

*Shared recitals are produced on 11 x 17 paper; creating an 8.5 x 11 program.

*The "program" portion needs to be kept to one side, if possible.

*"This recital is presented by..."goes underneath the program portion

*Program notes start on the next page.

*Program notes should always be in the same order as the program pieces.

*Thank you's go at the very end, after the program notes.

*Font size can be adjusted to accommodate these requirements, although, the smallest sized font that should be used is 10. Font type will always be Times New Roman.

*Printing of Text & translations are the full responsibility of the student.

*PLU provides 100 programs for student recitals.

*Once a program is turned in to me, I tend to start working on it right away. The student needs to be conscientious about checking their PLU email and getting back to me with changes and approvals.

The print shop doesn't like me very much when I have to send a last minute job down because the student didn't feel my email to them was important