

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 90 programs for student recitals.

*Final program should be sent Music Office no later than two weeks prior to a recital date (following any final comments/edits from their recital jury) in order to allow for sufficient time for final formatting and printing.