

WODL ADJUDICATION GUIDELINES
(Revised September 2019)

PRELIMINARY ADJUDICATIONS

Selection of Festival Plays

Selection of the **FIVE FINALISTS** and the (one alternate) will be based on the merit of the production on the night of adjudication. Consideration may be given to the amount of the time in performance. (E.g. When the adjudicator sees a preview as the regular performance could not be attended.)

The selected **FIVE FINALISTS** will be announced by the Preliminary Adjudicator at the February General Meeting. (The name of the alternate group is not announced but is presented in the report to the Board).

PRELIMINARY ADUDICATOR RESPONSIBILITIES

- a. Attendance at the February Board meeting and the General Meeting with a report which includes
 - Overview of the quality of elements of production
 - Assessment of the organizations of the pre-festival
 - strengths and weaknesses of WODL
- b. Selection of the Five Finalists (plus one alternate) and the order in which they are perform at the Festival. The order is based according to the judgement of the Preliminary Adjudicator.
- c. Announcement of Pre-festival award winners and nominees.
- d. The Preliminary Adjudicator attends the Festival Ball to announce the Pre-Festival winners.
- e. The adjudicator will provide a public adjudication roughly 10 minutes following each performance, which contains a brief overview of the production and how it fits into the Theatrical context. It is understood that the adjudication covers the production as presented not personal opinion on the script itself.
- f. The Detailed adjudication is an informal, in-depth, usually running about an hour, open-minded discussion of the production between the group and the adjudicator - an educational dialogue. This is the spirit and intent of adjudication and it is expected that companies and adjudicator participate with this in mind.
- g. Prior to the performance of any play in WODL Festival the Preliminary Adjudicator will not be directly involved with any play in WODL Festival. The Preliminary Adjudicator may play polish the WODL Festival Entry into Theatre Ontario Festival
- h. Return the scripts of the Five WODL Festival Finalists to the Adjudicator Chairperson, which will be forwarded on to the Festival Adjudicator. All other scripts may be retained by the Preliminary Adjudicator.
- i. Will not discuss the plays with the Final Adjudicator in advance of Festival.
- j. Shall inform Adjudications Chair immediately he/she becomes aware of any copyright infringement.

Guidelines cont'd

More Than One Production of the Same Play

If there is more than one production of the same play for the pre-festival adjudications, the adjudicator may choose one or all of them. Selection of the Festival Plays is based strictly on merit.

Host Groups Responsibilities

- a. The companies will participate in the adjudications in a mannerly way.
- b. The Groups in an adjudication process are not there to defend their productions but to learn and improve. They should feel free to query and discuss adjudicator's observations. Cast and crew should feel free to query and discuss the adjudicator's observations and support their choices. If there is no interaction, the process falters and fails. Adjudicators are professional people with years of training and experience. Each has his/her own way of assessing a production
- c. It is recommended Groups tape; video or electronic record both the Public and Detailed adjudications so they may revisit the adjudication in a more relaxed and earlier hour, particularly if young people are involved. No recording of the adjudication may be posted to any media where it is accessible to other than the cast and crew of the production without the express consent of the pre-festival adjudicator and the WODL representative at the adjudication. If a person could not attend the detailed adjudication then it could be if possible for them to call in and be put on speaker phone
- d. Because of time constraints, not all cast and crew are able to stay for the detailed adjudications.
- e. Inform the audience that a public adjudication will occur following the performance. If the group desires to open the detailed adjudication to the public then announce to the audience of the detailed adjudication indicating that public participation is limited to only listening. The WODL representative will introduce the adjudicator for the Public Adjudication to the audience.
- f. Assign a member of your Group to greet the adjudicator and WODL representative upon their arrival on the day of your adjudication... (enter name on Data Sheet sent to you with the date of your adjudication)
- g. It is the responsibility of the host group to secure permission for the performance rights for their play if the play is under copyright protection and to pay the required royalties. The group is also responsible for arranging and paying royalties for their festival production if their play is selected to go to festival. If the group submits proof of payment of royalties to Festival Treasurer by the end of the month in which festival occurs, then the cost of their royalties will be refunded by Festival Treasurer (see full copyright text on WODL website)

FINAL ADJUDICATOR RESPONSIBILITIES

- a. Attendance at the Monday Evening Festival Opening Reception (usually around 5 p.m.)
- b. Availability for media interview to promote the Festival
- c. The adjudicator will provide a Public Adjudication roughly 10 minutes following each performance, which contains a brief overview of the production and how it fits into the theatrical context. It is understood that the adjudications cover the productions as presented not personal opinion on the scripts themselves.
- d. The Detailed Adjudication is an informal, in-depth, open-minded discussion of the production between the Group and the Adjudicator - an educational dialogue. This is the spirit and intent of adjudications, and is expected that companies and adjudicator participate with this in mind.
- e. Attendance at the Festival Awards Ceremony where the nominees are announced and awards presented.
- f. The Adjudicator will present Festival Awards as specified in the WODL Festival Awards list (attached). Any adjudicator's questions about the awards or awards policy will be discussed prior to the awards ceremony and as early during the Festival as possible.
- g. Prepare and present a copy of nominees and award winners to Adjudication Chair and Awards Chair (for engraving etc.) as soon as possible following the performance of the final entry of the Festival.
- h. Prepare a written report with an overall assessment of the Festival organization and format.
- i. The Final Adjudicator may not play polish the WODL Festival Entry into Theatre Ontario Festival or any entry that will compete against it.

PRFORMANCE GROUP RESPONSIBILITIES

The performance group's responsibilities are the same as those outlined on p 2 for pre-festival adjudications. Reimbursement of the royalty for entering Theatre Ontario Festival may be claimed from the WODL Treasurer.

PRE-FESTIVAL AWARDS

After the selection of the Five Festival Plays, All other Plays Qualify for Out of Festival Awards (including the alternate).

1. Awards and nominations are based strictly on merit, no allowances are given for
 - A) Geographical location ---whether or not the Group has been to Festival----the ages of the performers
 - B) "spreading" awards and nominations among the groups.
2. The following eight (8) categories are selected by the Pre-Festival Adjudicator from ALL productions, whether In or Out of Festival:
 - Best Juvenile
 - Best Newcomer
 - Best Cameo
 - Best Visually Co-ordinated Costumes of a Non-rental Nature
 - Best Sound Design
 - Best Set Design
 - Outstanding Lighting Design and Execution.
 - Best Production of a Canadian Play

Juveniles and Newcomers

Juveniles must not have reached their 18th Birthday by the date of the preliminary adjudication. **A Newcomer** is a person who has not had a role, speaking or non-speaking, listed in the cast of characters, beyond a secondary school production, in film, television, web series, movies or any other social electronic media which is intended for viewing by the general public. The list of characters shall NOT include chorus or crowd scenes.

Best Coordinated Production Award (for Festival week only)

The Festival Stage Manager will select the Best Co-ordinated and present the Award with the rationale for the choice of the Recipient.

ADJUDICATOR AWARDS

There are SIX AWARDS to be distributed by the PRELIMINARY ADJUDICATOR
There are SIX AWARDS to be distributed by the FINAL ADJUDICATOR
All AWARDS must be given to a Production or members of a Production

EMERGENCY PROCEDURES

In the event that through inclement weather, sickness, or any other MAJOR EMERGENCY, the Preliminary Adjudicator cannot be present for an Adjudication the following procedures should be followed:

The Adjudicator shall immediately advise the Adjudicator Chair who will then contact the Group and attempt to make other arrangements as follows:

- A) Find another Adjudication Date from future Scheduled Performances*
- B) Make an exchange of Dates with another Performing Group, providing the latter approves and will not compromise itself by the exchange.*
- C) Schedule an extra Performance, with the same locale and audience, if possible*
- D) Have a special Performance for the Adjudicator in any available locale (.e.g. Rehearsal hall, etc.) on any satisfactory Date within the Prescribed Time limits.*
- E) Advise the President of WODL*

WODL OUT-OF-FESTIVAL AWARDS

Outstanding Performance in a Lead Role (2)

Outstanding Performance in a Supporting Role (2)

Outstanding Direction

Outstanding Ensemble Production

Best Visual Production

Outstanding Production OUT of Festival

SPECIAL ADJUDICATOR AWARDS (six to be awarded)

Outstanding Performance by a Juvenile (in or out)

See guidelines page 4

Best Newcomer (in or out)

See guidelines page 4

Best Cameo Performance (in or out)

Best Visually Coordinated Costumes of a non-rental Nature (in or out)

Best Sound Design and Execution (in or out)

Best Set Design and Execution (in or out)

Outstanding Lighting Design and Execution (in or out)

Best Production of a Canadian Play (in or out)

WODL FESTIVAL AWARDS

Outstanding Performance in a Lead Role (2)

Best Co-ordinated Production
(selected by the Host Stage Manager)

Best Visual Production

Outstanding Technical Achievement

Outstanding Performance in a Supporting Role

Outstanding Performance in a Supporting Role

Outstanding Ensemble Award

Special Adjudicator Awards (six awarded)

Outstanding Direction

Best Production in Festival

Winner of Best Production



Western Ontario Drama League

ADDITIONAL AWARD INFORMATION

- 1) Where in a Production, two roles are dependent upon each other, and the Adjudicator is unable to choose between the two performers, the Award may be given to both.
- 2) Where in a Production a Performer is eligible in more than one award category, and is deemed the Best in those categories, then 'that Performer should receive all of the Awards to which he/she is entitled. For example, a Performer could be a Best Newcomer, a Juvenile, and Best Performance in a supporting role and receive all three (3) Awards.
- 3) The awards as listed on the attached Guidelines do not change from year to year, but the sponsors of the awards may change. The most up to date listing of the sponsors is available from the Awards Chair.

SOME NOTES ON CURRENT COPYRIGHT LAW

It is illegal to make changes to a script without written permission from the copyright holder as this is a violation of copyright and license to perform. If any changes, additions or deletions are made to the script the group must have permission in writing from the copyright holder. Changes to the script include, but are not limited to text, race, gender, setting, time period and intermissions.

Permission from the copyright holder for any image (projections) or music changes shall also be obtained in a similar manner.

- Any member group of WODL receiving adjudication must exercise due diligence and provide proof that permission has been received for any changes made to the script they are using, or proof that this permission has been sought and approval of same anticipated. Please note that some copyright holders may not care enough to respond. If permission is not granted, then the script is not to be altered.
- Any group that fails to provide this proof will still be adjudicated, but the production and or individuals responsible for the changes may be ineligible for awards at the adjudicator's discretion.

Copyright holders have a lot of control over how a script can be produced: more than word changes can be prohibited. Copyright holders can be concerned with a wide range of changes. Some copyright holders are concerned with only some of these changes. The list as given could preclude normal colour blind casting. Copyright holders have accepted colour blind casting where appropriate. Consequently, if in doubt about whether a change is acceptable, the group should contact the copyright holder. For the most part, copyright holders make their money from plays being produced. They are interested in making the play possible for the group's space and audience.

Why we do this. *If community theatre artists want to be respected for their work in interpreting a text, they need to start from a place of respect towards the creator(s) of the text.*

See links to Copyright Law on the WODL website.