

SARGOTSAV 2015- DAY 1

1. SPECIAL ATTENTION FOR AUDIO & LIGHTING FOR DANCE ITEMS.

SONGS FOR ALL INDIVIDUAL DANCE EVENTS

Audio format: **Only USB Flash Drive is accepted, the format should be in MP3 (No other format will be played).** Please make sure that only one track /one song is there in each USB Flash Drive for the programme.

- We will provide Chest Nos. for individual Dance items to the Respective Focal points / Arts Coordinator of each Alumni **by today 9PM - Tuesday 20th Jan.**
- Contact your Alumni coordinator to know your chest no. and **Rename the recorded (song) Audio file of USB with Category, Event & Chest No.** as follows,

For eg:- Chest no. 257 of Sub Jnr. Solo dance Girls - (SJr -SDG-257.mp3).

Sub Jnr. Solo dance Boys - SJr-SDB- chest no.mp3

Sub Jnr. Folk dance Girls - SJr-FDG- chest no.mp3

Jnr. Folk dance Girls - Jr-FDG- chest no.mp3

Jnr. Solo dance Girls - Jr-SDG- chest no.mp3

Jnr. Solo dance Boys - Jr-SDB- chest no.mp3

Snr. Solo dance Girls - Snr-SDG- chest no.mp3

Snr. Solo dance Boys - Snr-SDB- chest no.mp3

- Please submit the flash drives for Individual dance items with File names as above, **POSITIVELY** on 22nd Jan (Thursday) evening before 8 PM to the designated area at the reception desk. There will be Plastic pouches available with name stickers. Please write same details as given for Audio file on name-sticker along with your contact mobile ph. no.

- It is advised to have a backup of your song/music available with you at the time of event. We will contact you at the given mobile no. in case we face any difficulty while copying / playing.
- The flash drives may be collected back from the reception desk after the completion of the respective event.

Lighting for Individual dance items

Only general illumination will be available. No control on the same is allowed.

If any clarification is required, kindly contact the Speciality Convener Ajith Kumar @ 97672109 or respective Event conveners.

2. 22nd Jan - Thursday Competitions:

- Events on 22nd Jan Thursday starts at 6:00 PM sharp. Kindly refer to the schedules for details of events and time.
- There shall be reception/information desk (Convener: Sandeep Damodaran) near the main entrance to distribute the Chest numbers of participants of Extempore and Elocution. Collect the chest nos. from this desk. (only for Stage events scheduled on 22nd Jan)
- For Essay Writing & Painting, participant can go directly to respective stages (Basement) and Event convener / official will inform the participant about his/her chest no. during the event and he/she shall write it down on the paper provided for the competition. All Painting and Essay Competitions will be at the Basement Hall of Carmel School.
- Participants shall not write their names, write only their chest numbers in the drawing and essay sheets.
- Participants for Essay Writing-Juniors & Extempore -Seniors shall report at 5:30 pm and the event will start exactly at 6:00 pm.
- For Sub Junior Painting, participants have to bring writing pad (A4 size) to hold the drawing sheet.
- Participants shall bring all required drawing / coloring materials.
 - Sub Juniors: Only Crayons / color pencils
 - Juniors & Seniors: Only Water color (using of Watercolor pencil is not allowed)
- For Painting a warning will be given 15 minutes before the end time and for essay writing a warning will be given 5 minutes before the end time.

- For Elocution & Extempore a warning bell will be given at the end of allotted time and a continuous bell at the end of the grace period (15 Sec.). For all other stage events, a continuous bell will be given at the end of the time permitted.
- The participation order for Extempore shall be picked by lot. To facilitate this, all participants are to be present at back stage by 6:00 pm sharp. (Kindly refer to the rules). **Any participant reporting after picking the lot will not be allowed to participate for Extempore.**

SPECIAL INSTRUCTIONS

FOR DAY - 2

On Friday, 23rd Jan 2015

- Registrations start at 8:30 a.m. and Events will start from sharp 9.00 a.m. onwards.
- Each Alumni will be provided with a Registration/Reception Desk. Participants shall collect their Chest Numbers from their respective Alumni Reception Desk. Sargotsav 2015 Information Desk shall also be functional @ 8:30 a.m.
- All participants are strictly advised to report (ready to perform with their allotted Chest Numbers) at the respective stages **at least 10 Min. before the scheduled time.**
- Make-up must be done in the allotted green rooms (located at the basement) itself and shall not be allowed in the back stage waiting room of Main Auditorium or any other locations.
- For Solo Events, **only participants** will be allowed at the backstage waiting area.
- For **Light Music & Action Song** a warning bell will be given at the end of allotted time and a continuous bell at the end of the grace period (15 Sec). For all other stage events, a continuous bell will be given at the end of the time permitted.
- For KG Colouring the Sketch, **participants have to bring writing pad (A4 size)** to hold the colouring sketch. Only the sketch for colouring shall be provided. Parents are strictly not allowed to enter the area earmarked for Painting / Essay Writing and Colouring the Sketch.

Stage Lighting and Audio (Solo Items):

SPECIAL NOTE: - All Solo/Folk Dance participants must submit their SONGS IN USB FLASH DRIVE (As per the prescribed format and naming conventions) on 22nd JAN

BEFORE 8 p.m. at the Sargotsav 2015 Registration Desk at Carmel School, Khaitan. Please follow the previously announced instructions on this.

Other Important Notes:

No Light adjustments will be permitted for any Solo Events (Solo Dance/Folk Dance/Fancy Dress etc).

If any clarification is required, kindly contact the Chief Event Convenor Mr. Suresh Kumar (66045375) or Respective Event Convenors (Contact details are available at the KEF Website).

SPECIAL INSTRUCTIONS FOR GROUP EVENTS

Stage Lighting/Audio

Gears/Microphones/Instrument lines/Back Drops:

Audio:

Audio Format: Only USB Flash Drive accepted, the format should be in MP3 (No other format will be played).

- Please submit the flash drives for Group Dance & Alumni Show on 23rd Jan2015 before 10:30 am to the Event Convener.
- The flash drive should contain only the items related to the event as a single file.
- For Alumni Show, more than one file may be used in case of any such requirement. But a delay of 4-5 sec may be considered as starting time for the new file after the ending of the running one.
- An additional copy of the above to be made available in case of any such requirement raised by the committee.
- The USB has to be labeled with the following (Plastic pouches with name-stickers will be available at the Sargotsav 2015 Reception Desk to fill the same).
 - Name of the Event
 - Chest Number
 - Mobile number of contact person
- The flash drives may be collected back from the Reception Desk after the completion of the respective event.

Audio gears in stage for Group Song:

1. Maximum Four microphones on stands
2. Three lines for line level instruments and one microphone for percussion if needed
3. One microphone for 'Shruthi box" apart from above microphones if required.

Stage Monitors:

1. Two stage monitors with separate control, one for vocals and one for instruments
2. Both the monitors will be used for the dances.

Lights for Main Stage (Only for Alumni Show):

1. Six numbers of 1000 Watts PARCANS fixed on stands from each side (total 12) with dimmer pack to control them individually from 0 to 100% brightness. Three of them will be plain and others in color pairs
2. Floor light, from front floor of Stage-2
3. Three spot lights, mounted on top of the main stage, one on either sides and third one on the centre. The centre spot light will be plain and other two on sides will be red/blue.
4. All the lights will have centralized control and shall be controlled by **Respective Alumni Personnel**

Stage Backdrops:

1. One non movable Black Curtain at the back of the stage
2. One White / Black Movable Curtain

Other Important Notes:

1. No Light adjustment will be allowed for Group Dance & Group Song.
2. Light /Audio adjustment, if necessary for Alumni Show should be done by respective Alumni representatives.
3. The Alumni sequence for the group events will be finalized by picking a lot on 23rd Friday. Alumni representatives shall be present at the reception at 10:00 AM.

If any clarification is required, the respective Alumni Representatives shall contact the **Convenor Specialties Mr. Ajith Kumar on Mob: 97672109.**

General Instructions:

We request your kind attention and adherence to the following instructions to maintain a good discipline and for the conduct of the competitions in an effective manner.

- Take care not to damage any exhibits, fixtures or other school property.
- Avoid carrying and consuming eatables within the Auditorium and the Event Venues.
- Parents, please take care that your children do not wander and roam in the entry restricted areas of the school premise. Kindly pay attention to seat your tiny tots properly and not letting them loitering around the Judge's panel creating inconveniences to the judges.
- Take care not to soil the walls, floors and other fixtures in the school with your makeup provisions and your properties.
- Keep the place clean by not littering around throwing trash except in dustbins.
- Make sure that our children will keep the lavatory areas neat and tidy and avoid wasting water.

- There will be a **Food Court** by Sun Rise Restaurant at the venue. Arrangements are made for Evening Snacks (6 p.m. to 10 p.m.) and dinner packets on 22nd Jan 2015 and Breakfast, Lunch, Snacks & Evening Snacks as well as Dinner Packs on 23rd Jan 2015 at a *reasonable price*.

Expecting the whole hearted support from all KEF Family Members and our Well-wishers.

TEAM SARGOTSAV 2015 | MACEAA | KUWAIT CHAPTER