

# SENIOR RECITAL PLANNING CHECKLIST

- ☐ Register for MUS 490
- ☐ Connect with your Academic Advisor & Recital Planning Committee
- ☐ Schedule Recital Date
- ☐ Schedule Recital Review Date (note: composition reviews are done differently)
- ☐ Schedule Dress Rehearsal (if needed)
- ☐ Obtain and Submit Signatures on *Confirmed Recital Dates* form
- ☐ Complete *Event Logistics Form for Senior Degree Recitals*
- ☐ Arrange for Professional Recital Recording (optional)
- ☐ Create Program
- ☐ Design Poster (optional)
  - ☐ Share final PDF file with Performance Events Coordinator
  - ☐ Print Posters
- ☐ Senior Recital Review
- ☐ Finalize Program
  - ☐ Share final PDF file with Performance Events Coordinator
  - ☐ Print Programs
- ☐ Dress Rehearsal
- ☐ Senior Degree Recital Performance