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|  |  | **槟城恒毅(国民型)中学国际少年服务团** | |
|  |  | **KELAB INTERACT**  **SMJK HENG EE, PULAU PINANG** | | | |
|  |  | **99, Jalan Hamilton, 11600 Pulau Pinang.** | | |
|  |  | Tel: 042824402 |

**DUTY FOR SCHOOL ANNUAL CONCERT**

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| **Date** | : 26th and 27th June 2015 |
| **Time** | : 6.30am – 11.00pm |
| **Venue** | : Dewan Sri Pinang |
| **Attendance** | : 42 members |

**AGENDA**

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| 6.30am | - Meet at the school foyer |
| 7.00am | - Take the bus to Dewan Sri Pinang |
| 7.30am | - Prepare the lighting and sound systems for the rehearsal |
| 8.00am | - Stand by and help out during the rehearsal |
| 12.00pm | - Lunch time |
| 1.30pm | - Full rehearsal |
| 7.30pm | - Concert starts |
| 10.30pm | - Concert ends and clean up the venue |
| 11.00pm | - Dismiss |

**SERVICE ABOVE SELF**

Thank you.

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| Prepared by,  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  ( LEE YI MING)  Secretary,  Interact Club,  Heng Ee High School | Approved by,  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (MADAM OOI HON BU)  Teacher Advisor,  Interact Club,  Heng Ee High School |

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| **Date** | : 26th and 27th June 2015 |
| **Venue** | : Dewan Sri Pinang |
| **Objectives** | : a) To show the members the importance of the Chinese art and culture. |
|  | : b) To remind the members the value of Chinese art and culture. |

Our school annual concert was held on the 26th and 27th June 2015 and members of our club had gone on duty for the concert. All clubs members were instructed to assemble at the school foyer before 6.30am. A briefing about the duty was given by the president before the bus arrived and we had headed to our destination.

Our members were initially divided into four groups. One group which is in charge of the control room, the other was the front stage microphones and the other two group at both sides of the backstage. We started the rehearsal by checking the microphones and audio system in the hall. We also labeled the microphones according to their functions. Members were very alert as their recorded the positions for their microphones for each performance. This is to prevent the occurrence of technical problems during the concert.

The members in the control room were guided by the teachers and the hall manager. They made sure the sound systems were running smoothly and the light effects were fine.

Members took a lunch break at 12.00pm. At 3.30pm, members gathered for the second rehearsal of the day. This short rehearsal was for performers who missed the first rehearsal in the morning. Finally before the official start of the concert, we had a last short meeting. Teachers gave useful advices to us and encouraged us to do our very best. In high spirits, we proceeded to our respective positions as we wait for the concert to begin.

The concert started at around 7.30pm. Some inexperienced members were nervous but they soon overcome their fear and managed to do their parts well. Everything ran on smoothly on the first night. There were minimum glitches and mistakes made and we were also complimented by our principal.

We did well on the second night. After the audiences left the hall, we stayed behind to help lean up the stage. The marks on the floor of the stage and microphones were also untagged. We were praised for our efforts.

Members have learned a valuable lesson from this project, which is to always work together as a team. Everyone must put in effort in order to make a mission successful.

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