The Chapter Show MC

Being asked to MC a show is an honor. But there are as many variables in a chapter show as there are chapter shows.

- 1. The first and most important things to do include:
 - a. Retype the script in 18 pt type font size so you read it easily.
 - b. Move the margins in so the lines aren't so wide.
 - c. Add breath marks where you normally would breathe.
 - d. Double space between paragraphs.
 - e. Only one introduction per page and number the pages.
 - f. Put your script in a 3 ring binder so it stays in order.
 - g. Make 2 copies of your script. One for the podium and the other backstage.
- 2. Check out your microphone before the show starts for sound level and set the height. Will your script/notes fit on the podium? Is there a light for you to see?
- 3. Learn the correct pronunciation of performers names. Write them phonetically on your script. If in doubt, ask the performer how to pronounce their name.
- 4. Be impartial with each performer. Introduce each of them in exactly the same way with as much enthusiasm as you can.
- 5. Be at ease.. Put the performers and the audience as ease with your behavior. You are usually the last person a performer sees before he is on stage, and you are definitely the last one he hears. Your manner can influence their performance.
- 6. Have some extra material along just in case as some times delays occur. Do not use jokes that are in-house or stories that are private. Humor is ineffective if the audience is shut out. Do not anticipate laughs as they rarely occur where you expect them.
- 7. Do not match wits with a heckler. As tempting as it may be to fire back at the heckler, realize that you only diminish your professionalism as a result.
- 8. Do not shill for applause, (ie., "weren't they great?"). Do not encourage encores, let the performers decide.
- 9. Talk slow and speak clearly.
- 10. And SMILE....