

This year, we will be more selective when choosing choreographers. We want to select pieces that really emphasize the Turning Tables vision. Therefore, we cannot choose pieces that are loosely related to the theme of diversity or minority injustice. We want pieces that specifically deal with **underrepresentation** in dance, the unfair **standard** that minorities often have to overcome to be seen as equal, the implicit **bias** that builds stereotypes, and lastly the **pride** that comes with accepting everyone as equal and changing perspective.

In the past we have received proposals about gay pride, police brutality, and environmental depression. While these are important topics to cover, they aren't related to Turning Tables and would do better if presented in a different show.

Steps to selecting choreographers and pieces:

1. View choreographic proposals by viewing the "choreography proposal submission" form
2. Select 4-6 pieces
3. Collaborate with communications director to send decisions email.
4. Add selected choreographers as members and give them membership permissions

STEP 1: Refer to the [How to Access Documents from the Choreographic Portal](#) powerpoint

- Select choreography proposal as the form to download

STEP 2: Select 4-6 pieces that you believe encompass the Turning Tables vision

- You can consult me and other partners for help when deciding which pieces to choose

STEP 3: Collaborate with communications to send decisions email

*Send the below messages by going to the website dashboard, clicking "customer management", then searching for the recipient of the message in the search bar, paste the below message after adding the details indicated in the red*

*Congratulations!*

*Dear **Choreographer Name**,*

*Thank you for your interest in Turning Tables Project. I am ecstatic to inform you that I am interested in having your choreography in Turning Tables this year. I appreciate your inquisitive nature in your thoughts and your willingness to share your voice with others. It is important that we speak up for what we believe in and continue to change the perspective on society's issues. I enjoyed reading your proposal as it inspired me in my own thoughts. Please join me on **date of audition meeting** in the **location** at **time** to discuss the show and the audition on **Audition Dates**.*

*In the meantime, please confirm receipt of this email and send me your phone number.*

*I am looking forward to having you contribute Turning Tables Project and its growth!*

*Dear **Choreographer Name**,*

*Thank you for your interest in Turning Tables Project. At this time I am not able to include your choreography in the show this year. I appreciate your inquisitive nature in your thoughts and your willingness to share your voice with others. It is important that we speak up for what we believe in and continue to change the perspective on society's issues which is why I would like to encourage you to continue choreographing in the future. I enjoyed reading your proposal as it inspired me in my own thoughts. However, because **write the reason for not accepting the piece we cannot have your piece in the show this year**. I would like to invite you to audition for the show on **Audition Date**.*

*Please follow the link below to register  
[turningtablesproject.com/audition](http://turningtablesproject.com/audition)*

*Thank you for understanding.*

STEP 4: Add selected choreographers as members and give them membership permissions

- Go to the website dashboard
- Click "Site Members" under the "Manage" tab
- click "member permissions" in the top right corner
- click the "members" tab next to the setting tabs"
- click "+ add members"
- Select the choreographers who will be choreographing for the year

\*\*\*If you need more instruction on Steps 3-4 click [here](#)