

City Park Radio - Program Feedback Sheet

Program.....

Presenter Date

Levels

- Consistently matched
- Voice levels OK
- Voice not too close to microphone

Continuity

- Music – all tracks back announced
- No more than two in a row (or 10 mins)
- No long breaks between items
- Station ID's every 15 mins

Time Calls

- At least every 10 mins
- Variety (different ways of saying time)
- Analogue time (not digital)

Sponsorship presentation

- After music back announcement
- Not embellished
- Sponsorship not played surrounded by CSA's and PGM Promos

News presentation

- Sponsorship on time
- 5 pips to air without the CRN preamble
- Allows NRN tag to play out

did the presenter pick up right away at the end of the news

did the presenter close the channel before the next CRN announcement.

Weather presentation

Follows guidelines

Straight after news (within 20 secs of news finishing), or during the program if there is no news.

Community Announcements

Mix of recorded and spoken

No more than two at a time

At least one set per hour

Was the CSA played that explains how to get a CSA submitted and played?

Program Highlights

Once an hour

No more than 3 programs highlighted from roster

Use of program promos – eg 1 per hour

General information

Is the information about music or community event delivered with interest

Was it succinct – to the point (no waffle)

Errors

Wrong tracks played

CD's not cued

Computer audio fader not on

Double clicking DRS audio

Wrong mics on

Music (for General Music programs)

Should not be themed

Should not feature artists

Should feature at least 30% Australian artists

New Australian music from the white folder

Should be limited air-play of genres where CPR has specific programming e.g. Country, Jazz, Classical, Stage & Screen, 50/60/70s, etc.

Should ensure a listenable flow to the presentation

Should not include tracks of an extreme nature, e.g. thrash metal, overlong tracks, avant garde or experimental, bad language, etc.

Track details e.g. artist info, height, weight, time of death, to be limited

Coordinators should aim for eight presenters for programs to assist diversity

Station rules e.g. weather reports, news, back announcing, sponsor announcements etc, to be adhere to.

EXTRA

General Comments