



## **Certificate in Benesh Movement Notation**

**Information Booklet**

**2018**

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## **Introduction**

The six modules that together lead to the award of the Certificate in Benesh Movement Notation (CBMN) provide a thorough grounding in the principles and usage of the Benesh Movement Notation (BMN) system for all those with an interest in the observation, analysis and recording of all forms of dance movement.

BMN is most widely used in the recording and restaging of dance works, in which context it has proved invaluable, both as a day to day tool in the rehearsal studio, and as a means of preserving our dance heritage. But the Benesh system is, and can be, much more than a means of recording theatre dance. It has been used successfully by anthropologists, by physiotherapists to analyse and record patient movement, and even in an ergonomic study of seating in an airport.

During the course of the programme, you will learn the fundamental principles and full sign vocabulary of the BMN system and how to apply these in various movement contexts. The focus of the programme is on reading and recording dance, so whether your interest is in ballet or Bharata Natyam, we hope to provide a stimulating and useful programme of study.

Kendra Johnson  
CBMN Programme Leader

## **Course Outline**

The six modules that together make up the award of CBMN are:

|              |                                  |
|--------------|----------------------------------|
| Module BMN1: | <i>From Alphabet to Language</i> |
| Module BMN2: | <i>Solo and Duo</i>              |
| Module BMN3: | <i>Multiple People</i>           |
| Module BMN4: | <i>The Supported Body</i>        |
| Module BMN5: | <i>The Multi-Staff Score</i>     |
| Module BMN6: | <i>The Electronic Score</i>      |

Each of these six modules is delivered part-time by distance learning. Comprehensive study materials will provide you with all the teaching, learning and organisational materials that you will need to complete each one successfully. A specialist personal tutor will be assigned to you for each module and will advise and support you throughout your studies.

Whilst we are sure that the majority of students will wish to study all six modules, please note that it is perfectly possible to study the first module only, or indeed whatever number of modules is appropriate to your needs and ambitions. For this reason, students are only required to pay fees for the number of modules undertaken.

Each module involves 200 study hours spread over 20 weeks. Gaining the award of CBMN through the completion of all six modules therefore involves 1200 study hours. If you study 2 modules a year, CBMN can be completed in 3 years.

The successful completion of all six CBMN modules will enable you to acquire sufficient knowledge to use the notation as a versatile practical tool. Completion of fewer modules – particularly the first three – will also be of significant benefit to you in your dance-related work. If you wish to become a professional Benesh notator, successful completion of this programme provides the key entry requirement for the Diploma for Professional Benesh Movement Notators (DPBMN).

All students will receive a transcript confirming their achievement at the end of each module and, on successful completion of all six modules, will be awarded the Certificate in Benesh Movement Notation.

## **Module Descriptions**

In the following pages the content of each of the six CBMN modules is described. Note that, regardless of the number of modules you wish to study, they must be studied in numerical order, since each later module builds on those that precede it.

Each module consists of a Module Study Guide to guide you through your studies, plus all the materials required to complete the module. Self-assessment tasks are incorporated into the study material to enable you to test your own understanding of the theoretical concepts, as are practical tasks to send to your tutor for personal feedback. In addition, supplementary materials, such as video and audio files, support many of the modules.

At the end of each module there is a formal assessment, for which you will be given a mark out of 100. If you successfully complete all six modules, the marks you gain for each of the individual modules will be used to calculate your overall average, which will be your mark for the CBMN award. Full details of the organisation and regulations of the programme are given in the CBMN Programme Handbook.

You will have access to ample tutorial help via e-mail, telephone and video conferencing. Your tutor will monitor your progress and support you throughout your studies. We also welcome any students passing through London who wish to visit us in person.

## **MODULE BMN1: *From Alphabet to Language***

**Study hours:** 200  
**Tutorial hours:** 8  
**Prerequisite modules:** None

What is a notation system? What is contained in a BMN score? How does BMN compare to other notation systems? After considering these fundamental questions, this module will introduce you to the principles that underpin the Benesh Movement Notation system and its use and potential within different solo dance contexts.

You will develop key analytical and observational skills as you examine the changing relationships of limbs to body. Reading exercises will help you to consolidate your knowledge and introduce you to the process of 'lifting' the notation from the page and transforming it into fluent physical performance.

## **MODULE BMN2: *Solo and Duo***

**Study hours:** 200  
**Tutorial hours:** 8  
**Prerequisite modules:** Module BMN1: *From Alphabet to Language*

This module develops the knowledge you gained in Module BMN1 in two distinct directions.

### **Part 1: *Getting into Detail***

In the first part of this module you will be introduced to the theory used to record the more detailed nuances of positions and movements, including dynamic qualities. By the end of the first part of this module, you should have sufficient command of the system to be able to read and record detailed solo movement in a variety of styles and contexts.

### **Part 2: *Contact and Relationship***

The relationship of two or more people is an integral part of movement in many contexts. In the second part of this module you will look at the notation of the floor pattern, direction faced and combined relationships of two or more people, as a development of the principles introduced in Module 1. The other major element explored in this part of this module is the analysis and recording of physical contact between two people, from simple hand holding to more complex grips.

### **MODULE BMN3: *Multiple People***

|                              |   |
|------------------------------|---|
| <b>Study hours:</b>          | 200   |
| <b>Tutorial hours:</b>       | 8   |
| <b>Prerequisite modules:</b> | Module BMN1: <i>From Alphabet to Language</i><br>Module BMN2: <i>Solo and Duo</i> |

By the end of this module you will have both gained a comprehensive grounding across all three main areas of BMN theory; namely solo-, partner- and group-work, and, as a result of tackling the recording of a dance piece in each of these three areas, be in possession of enhanced observation and analytical skills.

#### **Part 1: *Pattern and Formation***

In the first part of this module you will approach the recording of multiple people in both static and travelling formations, initially focusing on formal straight, curved and circular patterns. You will also be introduced to BMN stage plans and will explore their potential as efficient and visual summaries of groups of people in motion.

#### **Part 2: *Recording Project***

Within this section of the module you will have the opportunity to put all your newly-acquired theoretical knowledge into practice by recording i) a solo dance, ii) steps and dances performed by two dancers together, and iii) a group dance. You will be required to notate movement from written and filmed sources, which will give you the opportunity to consider the use of alternative media in the preservation and recording of dance.

### **MODULE BMN4: *The Supported Body***

|                              |  |
|------------------------------|--|
| <b>Study hours:</b>          | 200  |
| <b>Tutorial hours:</b>       | 8  |
| <b>Prerequisite modules:</b> | Module BMN1: <i>From Alphabet to Language</i><br>Module BMN2: <i>Solo and Duo</i><br>Module BMN3: <i>Multiple People</i> |

Leaning against a wall, holding a ballet *barre* or lying on the floor are all ways in which the body may be supported. The majority of this module concerns the analysis and recording of floorwork – specifically lying, sitting and kneeling – which features in so much of today’s dance repertoire. You will also develop your analytical skills by looking at movement from different points of view, and learning how to make appropriate choices of recording methods.

## **MODULE BMN5: *The Multi-Stave Score***

|                              |  |
|------------------------------|--|
| <b>Study hours:</b>          | 200  |
| <b>Tutorial hours:</b>       | 8  |
| <b>Prerequisite modules:</b> | Module BMN1: <i>From Alphabet to Language</i><br>Module BMN2: <i>Solo and Duo</i><br>Module BMN3: <i>Multiple People</i><br>Module BMN4: <i>The Supported Body</i> |

This module will allow you to develop both your theoretical knowledge and your recording skills in the areas of partnerwork and groupwork.

### **Part 1: *Take Your Partners***

Having established the principles of recording partnerwork in Module 2, this module goes on to apply these principles in different contexts, focussing particularly on the vocabulary of the formal ballet *pas de deux*.

### **Part 2: *Organising the Masses***

In this part of the module you will continue your investigation into groupwork theory. Specifically you will look at complex groupwork situations (including irregular formations), the identification of individuals within groups, the identification of group 'leaders' and how to lay out such information in a clear and concise format. Extracts from professional BMN scores will be used to illustrate group movement, and you will be given the opportunity to read critically and to consider the advantages and disadvantages of different recording methods.

## **MODULE BMN6: *The Electronic Score***

|                              |   |
|------------------------------|---|
| <b>Study hours:</b>          | 200   |
| <b>Tutorial hours:</b>       | 8   |
| <b>Prerequisite modules:</b> | Module BMN1: <i>From Alphabet to Language</i><br>Module BMN2: <i>Solo and Duo</i><br>Module BMN3: <i>Multiple People</i><br>Module BMN4: <i>The Supported Body</i><br>Module BMN5: <i>The Multi-Stave Score</i> |

This module will introduce you to the Benesh Notation Editor computer software. Technically sophisticated yet user-friendly, this program allows the notator to generate solo and multi-person scores using mouse and keypad. Computer generated scores are clear, easy to edit and give the student a fresh way of exploring the BMN system.

In this module you will use the Editor to produce your first electronic single- and multi-stave recordings. Completing these tasks will also serve to reinforce the knowledge and understanding of BMN you have gained during each of the previous modules. You will also have the opportunity to tackle the editing, updating and mastering of existing pencil scores through looking at, and making informed judgements about, the work of other notators.

## **Entry Requirements**

Although you do not need any specific academic qualifications to embark upon any of the CBMN modules, the following skills, experience and attributes are vital.

### **a) *English language skills:***

The programme is delivered and assessed in English and therefore a good comprehension of written English is essential. If you cannot easily assimilate large amounts of written English text, you will not gain full benefit from the course materials. If English is not your first language it is particularly important that you are aware of this.

**It is the responsibility of the student to ascertain that they have sufficient competence in the English language to embark upon and complete the modules they wish to study. No language support is offered and insufficient language skills will not be considered a mitigating circumstance in any assessment.**

Applicants whose first language is not English are encouraged to test their English language skills at either:

- [www.ielts.org](http://www.ielts.org)

This is the website of the International English Language Testing System. In this system a score of 6.5 is recommended for prospective students of CBMN modules.

or

- [www.ets.org/toefl](http://www.ets.org/toefl)

This is the website of the Test of English as a Foreign Language system. In this system a score of 550 is recommended for prospective students of CBMN modules.

Alternatively, we can provide a sample of the module materials for you to test your own comprehension before you submit your application. (If you require this service, please e-mail [beneshinstitute@rad.org.uk](mailto:beneshinstitute@rad.org.uk) .)

**b) *Movement knowledge and experience:***

The likelihood of completing each module successfully will be greatly enhanced if you have experience of dance (particularly of ballet), knowledge of its vocabulary and terminology, and an interest in analysing it. You should provide evidence for this on your application form. Such evidence may consist of your dance education and qualifications, and/or any paid or unpaid dance-related activity. Your interest in human movement and BMN will be discussed further with you after your application form has been received.

Note that, although there are occasional exceptions to the rule, if you have not yet reached the age of 18, it is unlikely that you will possess the necessary combination of knowledge, experience and potential analytical ability. If you are under the age of 18, it is therefore *strongly* recommended that you contact the Programme Leader or one of the other CBMN tutors to discuss this prior to submitting your application form and fee.

**c) *Attitude to study:***

Possessing and maintaining the right attitude towards your studies is the most important key to success on this part-time, distance-learning programme. Strong self-motivation and excellent time-management skills are required to complete each of the modules successfully. This will also be discussed with you further after your application form has been received (see page 9) to enhance your chances of success in your studies.

**d) *Computer access and skills:***

The most reliable and time-efficient form of communication between student and tutor is e-mail. For this reason students must have access to, as well as the ability to use, a computer, broadband and their own e-mail address. Access to and the ability to use a scanner and photocopier is also required. Note that at the end of each module you are required to submit a photocopy of your work (not the original) for assessment.

If you wish to study Module BMN6: *The Electronic Score* you will also need to purchase the 'Lite' edition of the Benesh Notation Editor computer program at a discounted price of approximately £150. To run this software and complete the module you will need access to a PC computer running Windows with 64 Megabytes of Ram and CD-ROM drive and a 600-dpi printer.

### **Timetable of Study**

There are two possible starting points in the year: January and July. This enables you to study up to 2 modules per year with a 6 week break between each.

For each module your commitment will be a minimum of 10 hours per week for 20 weeks.

| <b>Starting dates 2018</b>               |                 |  |
|--|-----------------|--|
| <b>Semester 1:</b><br>8 January – 25 May | 6 week<br>break | <b>Semester 2:</b><br>9 July – 23 November |

### **Application Process**

You are welcome to contact the Programme Leader or one of the other CBMN tutors for advice prior to applying for the programme. We will be very happy to answer any questions you may have. Tutors' contact details can be found at the end of this booklet.

The application form can be downloaded from <https://www.rad.org.uk/study/Benesh/courses> or requested by e-mailing [beneshinstitute@rad.org.uk](mailto:beneshinstitute@rad.org.uk). This application form should be used regardless of the number of modules you are thinking of studying at the time of your application. Note that, whilst you will always be entirely free to change your mind about how many modules you wish to study, it would be helpful if you could indicate how many you anticipate studying at this stage. You only have to fill in this application form prior to commencing Module 1. Your progression to subsequent modules will be by arrangement with your tutor.

Once your application form and registration fee are received, we will arrange for you to have a discussion with a CBMN tutor. This discussion is designed to commence communication between you and your tutor and to provide you both with the opportunity to get to know one another. Among the topics that will be discussed are your motivation for wanting to study Benesh Movement Notation and what practical arrangements you will make to accommodate the required study time. Following this discussion you will be notified whether your application has been successful.

Your completed application form and registration fee should be returned to:

Department of Benesh Movement Notation  
 Royal Academy of Dance  
 36 Battersea Square  
 LONDON  
 SW11 3RA

**Application closing dates:**

In all cases, the closing date for applications is two calendar months before your chosen start date.

| <b>Application closing dates for 2018</b> |                 |             |
|---|-----------------|-------------|
| <b>Application Deadline:</b>              | 8 November 2017 | 9 May 2018  |
| <b>For Start Date:</b>                    | 8 January 2018  | 9 July 2018 |

**Fees for 2018 Entry**

**Registration fee**

A non-refundable registration fee of **£80** must be submitted with the application form.

**Tuition fees**

Fees for each module are **£735** and payment must be received one calendar month before the start date of the module. The tuition fee includes course materials, tutoring and assessments.

Students will be invoiced in advance of each module with full instructions regarding payment methods.

Fees can be expected to rise each year in line with inflation.

**Items not covered by tuition fees**

Stationery (notation paper, pencils rulers etc.) is provided by the student. Note that those students studying Module BMN6: *The Electronic Score* will have to have access to a PC computer and printer and to purchase the BNEditor computer program.

In advance of the start of Module BMN1, students should purchase *Benesh Movement Notation for Ballet (previously published as Benesh Movement Notation Elementary Solo Syllabus Text Book Ballet Application)* by Monica Parker, available from RAD Enterprises.

[www.radenterprises.co.uk](http://www.radenterprises.co.uk)

An additional charge of **£250** is made for each assessment re-sit.

## **Funding**

CBMN students are not eligible for direct government funding, but financial help may be available to professional dancers in the UK through the Dancers Career Development organisation, or equivalent organisations in other countries.

[www.thedcd.org.uk](http://www.thedcd.org.uk)

Students who are resident in the UK may be able to obtain assistance from Career Development Loans at:

<http://www.direct.gov.uk/en/EducationAndLearning/AdultLearning/CareerDevelopmentLoans/index.htm>

Other funding organisations:

For EU students: Department for Innovation, Universities and Skills (DIUS)

USA and Canada: International Student Loan Programme (ISLP).

Educational Grants Advisory Service (EGAS)

## **Contact details**

Department for Benesh Movement Notation  
Royal Academy of Dance  
36 Battersea Square  
LONDON  
SW11 3RA

[www.benesh.org](http://www.benesh.org)

[www.rad.org.uk](http://www.rad.org.uk)

[www.radenterprises.org.uk](http://www.radenterprises.org.uk)

If you have any questions about the programme, please contact one of the following:

Kendra Johnson, CBMN Programme Leader and Tutor

E-mail: [kjohnson@rad.org.uk](mailto:kjohnson@rad.org.uk)

Lui Sit, Benesh Operations Manager

Phone: +44 (0) 7326 8035

E-mail: [lsit@rad.org.uk](mailto:lsit@rad.org.uk)

## CERTIFICATE IN BENESH MOVEMENT NOTATION (CBMN)

### Application Form for entry in 2018

Please write or type in black ink in English using BLOCK CAPITALS for sections 1-5  
Please ensure that you have read the CBMN Information Booklet before completing this form

**Return this form to Department of Benesh Movement Notation, Royal Academy of Dance,  
36 Battersea Square, London SW11 3RA**

| 1 START DATE   |  |
|--|--|
| I wish to start in January <input type="checkbox"/><br><br>(20 weeks per module: 2 modules per year) | I wish to start in July <input type="checkbox"/> |
| How many modules do you anticipate studying?   |  |

| 2 YOUR CONTACT DETAILS  |                     |
|---|---------------------|
| Title<br>(Mr, Mrs, Miss, etc)   | Surname/Family Name |
| First/Given Name(s)   |                     |
| Address   |                     |
| Country   |                     |
| Home Tel:   |                     |
| Fax:  |                     |
| Mobile Tel:   |                     |
| E-mail:   |                     |
| IF YOUR CONTACT DETAILS CHANGE PLEASE INFORM <a href="mailto:beneshinstitute@rad.org.uk">beneshinstitute@rad.org.uk</a> |                     |

| 3 OTHER DETAILS                      |                                |
|--------------------------------------|--------------------------------|
| Date of Birth<br>(DD/MM/YYYY)        | Age at start of programme      |
| Nationality                          | Country of permanent residence |
| RAD Membership No<br>(if applicable) |                                |
| What is your first language?         |                                |
| Do you speak any other languages?    |                                |

**4 ACADEMIC EDUCATION & QUALIFICATIONS**  
(including evidence of English language level for non-native speakers)

**5 DANCE EDUCATION & QUALIFICATIONS**

**6 EMPLOYMENT HISTORY, WORK/DANCE EXPERIENCE ETC**

**7 HOW DID YOU HEAR ABOUT BENESH NOTATION AND WHAT ARE YOUR REASONS FOR APPLYING FOR THIS PROGRAMME?**

|   |
|---|
| <b>8 GIVE DETAILS BELOW OF ANY SPECIAL NEEDS OR SUPPORT REQUIRED DUE TO A DISABILITY OR MEDICAL CONDITION</b> |
|   |

**Data Protection Statement:**  
 The Royal Academy of Dance Group of companies provides dance training, dance notation, dance teacher education and dance assessment services to a range of customers. It holds contact details to enable it to provide customers and members with information on membership, programmes of study and courses, conferences, events and activities, and related products and resources that might be of interest. In providing us with your contact details you give us permission to contact you in relation to the business of the Academy, and we will not disclose your information to any third parties except where legally required to do so.

If you do not wish to receive any information about or from the Royal Academy of Dance please tick  
 here

We may, from time to time, contact you individually about other carefully selected third party services which we think may be of interest to you.

If you wish to receive information from the Royal Academy of Dance about carefully selected third party services please tick  
 here

**Declaration:** I confirm that the information given on this form is true, complete and accurate and no information requested or other material information has been omitted. I agree that if I am admitted to a programme of study at the Royal Academy of Dance, I shall abide by the Regulations of the Academy. I have read the statement on Data protection and agree to the use of my personal data as outlined and the RAD's rules and policies on the use of personal data.

|                              |  |       |  |
|------------------------------|--|-------|--|
| <b>Applicant's signature</b> |  | Date: |  |
|------------------------------|--|-------|--|

- Please return this form with
- the completed **Reference Form**,
  - evidence of competence in the English language if appropriate
  - the non-refundable **Registration Fee** to

**Department of Benesh Movement Notation, Royal Academy of Dance, 36 Battersea Square, London SW11 3RA .**

**CBMN Registration fee payment:**

Pay by  Credit/Debit Card  Bank Transfer (See details below)

Name on Card: \_\_\_\_\_ Amount: **£80**

Card Number

Start Date:     Expiry Date:     Security Code:

[The Card Security Code for AMEX is a four digit number that can be found on the front of the card above the embossed card number; for all other cards it is a three digit number which can be found on the back of the signature strip. The Card Security Code will be blacked out/made illegible once the transaction has been processed.]

Please indicate if you would like to receive a receipt

I agree to abide by the Academy's general terms and conditions:

If you are sending your application form by email, please select this box  and type your name as a substitute for your signature.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If you wish to pay by **bank transfer**, please follow the guidelines below:

All charges must be borne by the transferor. When submitting your application, please attach a copy of the bank transfer confirmation to help us to match up the payments. Please ensure that your name (not the name of the transferor (if different from yours) and name of the course (CBMN) is given to the bank to ensure we can identify the payment. Failure to do so can result in your payment remaining unidentified and your fees considered being outstanding.

**Bank details**

- **Bank Name:** HSBC Bank Plc
- **Bank Branch:** Holborn Circus
- **Bank Address:** 31 Holborn Circus, London, EC1N 2HR
- **Account Name:** Royal Academy of Dance

**For sterling transfers**

- **Bank Account No:** 90055948
- **Sort Code:** 401158
- **Swift Code:** HBUKGB4194P
- **IBAN:** GB48HBUK40115890055948

**For Euro transfers**

- **Swift Code:** MIDLGB22 (HSBC Bank Plc)
- **IBAN:** GB03MIDL40051557596782

**General Terms and Conditions**

1. All applications and payments will be processed in order of receipt.
2. We will contact you primarily by email. If the email address on the application form is unclear, incorrect or illegible, the RAD incorporating the Benesh Institute cannot be held responsible for missed or misdirected email communications.
3. Applications are non-transferable.
4. The Academy does not normally provide receipts unless requested to do so. An alternative is to retain a copy of your application and match it with your credit card slip / bank statement as evidence for your accountants.
5. The Academy reserves the right to alter the advertised programme without prior notice. The information in this and other printed or electronic brochures/notices is correct at the time of print or going online.
6. The RAD reserves the right to amend the Application Form and these Terms and Conditions.

Finance

Code

|    |   |      |   |      |   |      |          |   |
|----|---|------|---|------|---|------|----------|---|
| 23 | - | CBMN | - | 1321 | - | 2021 | VAT Code | E |
|----|---|------|---|------|---|------|----------|---|

## Certificate in Benesh Movement Notation Reference Form

| REFERENCE  |  |                                  |  |
|--|--|----------------------------------|--|
| <ul style="list-style-type: none"> <li>This reference should be completed by someone in a position to confirm the applicant's dance experience and personal qualities. This may be a teacher or an employer.</li> <li>The referee may not be a friend or member of the applicant's family.</li> <li>The reference must be written in English.</li> </ul> |  |                                  |  |
| <b>Name of applicant</b>   |  |                                  |  |
| <b>Name of referee</b>   |  |                                  |  |
| <b>Post/occupation</b>   |  | <b>Relationship to applicant</b> |  |
| <b>Telephone</b>   |  |                                  |  |
| <b>Email address</b>   |  |                                  |  |
| <p><b>Instructions to referees:</b><br/>Please comment on the applicant's level/experience of dance, their ability to communicate in the English language, (if applicable), and their suitability to undertake a programme of distance learning study.</p>   |  |                                  |  |
| <p>Continue overleaf if necessary</p>  |  |                                  |  |
| <b>Referee's signature</b>   |  | <b>Date</b>                      |  |