

Hip Op-eration

Dance Academy

Becoming an Instructor with the Hip Op-eration Dance Academy™

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Overview

What are the benefits of being an Instructor with the Academy?

As a Hip Op-eration Dance Academy Instructor you'll not only have the time of your life and be your own boss but you'll also earn money! It's much easier than you think and you can do all your training online, at your own pace.

How do I become an Hip Op-eration Dance Academy™ Instructor?

You will need a Hip Op-eration Dance Academy™ Instructors License. To obtain a License just successfully complete the online Hip Op-eration Dance Academy™ Instructors Course. The entire course can be done from a computer or tablet anywhere in the world where you have Internet access. It takes a total of 30 hours to complete and you have 12 months to finish it. You will be electronically issued an Instructors License immediately upon successful completion of the course and can begin teaching right away.

Why is the Instructors Course online?

We want all of our Instructors to receive an individual learning experience where they can learn at their own pace wherever they are located in the world and without the added expense of transport and accommodation required in order to attend a physical course. Because of the technology of video and the Internet, we are able to teach you very effectively through an online course. For example, if you were learning a dance move in a physical class, you may only get to see the Master Instructor perform the move a few times before you're expected to have learnt it. However, with online videos you can see the Master Instructor perform the move hundreds of times if you want - and in slow motion and at a time and day that suits you over a period of 12 months.

How much does it cost to do the Hip Op-eration Dance Academy™ Instructors Course?

The course costs US\$680.

How long will it take to do the course?

It will take the average person 30 hours to complete the Hip Op-eration Dance Academy™ Instructors Course. You can do this over one week, a month or over a period of one year. Study at your own pace wherever you are located.

Does the 30 hours include learning the dance moves?

Yes. So, depending on your dance ability the course may take you shorter or longer to complete. You don't have to master the dance moves before completing the course though - just make sure you do before you start teaching. You will be able to view and re-view the instructional dance move videos over a period of 12 months after passing the course.

How long will the Hip Op-eration Dance Academy™ Instructors License be valid for?

The license will be valid for 12 months from the date it was issued. You can then renew it by doing a Instructors License Renewal Course for US\$380.

Do I need to attend a workshop or course in person?

No. You will learn everything you need to know in the online course. Dance moves will be taught to you via videos in the course and will be available to you for as long as you hold your Instructors License.

Are there any ongoing course costs after I have completed the course?

No. The one-off course fee is all you pay. There are no monthly fees to pay. In addition, you will receive music tracks and lots of other support material free of charge as long as you have your Hip Op-eration Dance Academy™ Instructors License.

What will I get after I have completed the Hip Op-eration Dance Academy™ Instructors Course?

You will receive, at no extra charge:

- Your Instructors License Certificate
- The Hip Op-eration Dance Academy™ trademark for use on flyers, business cards, websites and other promotional material.
- Teaching support material and documents
- 12 months access to dance move teaching videos
- Your contact details and Dance Classes and Dance Crew rehearsal times, locations and fees featured on the Hip Op-eration Dance Academy™ website.
- 40 Hip Hop Instrumental Music Tracks for Dance Classes and Dance Crews (all licensed with copyright and free for you to use as you wish). These tracks have no lyrics so you can easily teach over them during your classes and rehearsals.
- Three Dance Music Tracks to use for dance routines for the World Championships. You may receive additional tracks at a later date and before the 12 month lead up time to the World Championships (all licensed with copyright and free for you to use as you wish).
- Information and updates on a regular basis from the head office of the Hip Op-eration Dance Academy™.
- Opportunities for social events or more support material.
- Ability to enter your Dance Crews and attend the Hip Op-eration Dance Academy™ World Championships *and* go on the holiday trip afterwards (at an additional cost).

Other organisations charge their Instructors Monthly Fees for support material, why isn't the Hip Op-eration Dance Academy™ doing this?

Instructor's have already paid to do the Instructors Course, so shouldn't have to pay anything more just to keep the Instructors License they have earned by successfully completing the online course. We also don't charge our Instructors for any of the post-course completion support material and special music tracks we provide them because we want them to have everything they need to run their business successfully for the one-off cost of the course fee.

Skills Needed To Be An Instructor

Do I need to have dance skills to become a Hip Op-eration Dance Academy™ Instructor?

No. You will be taught all the skills you'll need to know on the Hip Op-eration Dance Academy™ Instructors Course and through the support material you will have access to for a period of 12 months after you have completed this online course. The Founder Billie Jordan had no dance background or dance skills when she started teaching the Hip Op-eration Crew™. In fact the best teachers to teach beginner students are often those who have just learnt the skills themselves!

What level of literacy and what resources do I need in order to become a Hip Op-eration Dance Academy™ Instructor?

You need to be able to:

- Read English at the level of an average 12 year old
- Have access to a computer connected to the internet so you can participate in the online Instructors Course.
- Have an electronic payment method such as a Credit Card or Visa card to pay for your online Instructors Course.

- Have an email address and phone number so the Hip Op-eration Dance Academy™ and/or your students can contact you when needed.
- Basic computer literacy skills so you can send and receive emails, download documents, use the Internet etc.
- Have access to a stereo to play music during your Dance Classes and Dance Crew rehearsals.
- Have access to an iPod, MP3 player, Smartphone or iPhone or any other electronic device to store music and connect to a stereo or speaker.
- Have a location to teach your Dance Classes and Dance Crews. This could be inside or outside. See the question: '*What sort of locations would be suitable to hold Hip Op-eration Dance Academy™ Dance Classes and Dance Crew rehearsals?*' for more information.

How old do I need to be become a Hip Op-eration Dance Academy™ Instructor?

You can be any age between 18 and 108 - or older! No-one under 18 years of age can become a Hip Op-eration Dance Academy™ Instructor at this point.

What sort of fitness level do I need to become a Hip Op-eration Dance Academy™ Instructor?

You don't need to be fit when you start teaching, as you'll become a lot fitter over time. If you can walk unassisted for 30 minutes without stopping, then you're fit enough to begin teaching. However, if you are doing the Advanced Level Instructors Course (which will be available at a later date), then you will need to be very fit and able to dance unassisted for one hour with only short breaks.

What Hip Op-eration Dance Academy™ Instructors Teach

If I become a licensed Hip Op-eration Dance Academy™ Instructor, what would I actually do?

By becoming a licensed Hip Op-eration Dance Academy™ Instructor you will be able to offer the general public two types of services using the Hip Op-eration Dance Academy™ brand and Trademark, as follows:

Dance Classes for Fun, Fitness and Friendship

Teach beginner and intermediate level hip hop dance to members of the general public under the Hip Op-eration Dance Academy™ trademark. The target market for these Dance Classes are people aged 55 and over. However you are welcome to teach people of any age. The only restriction is that only people aged 55 and over will be able to register to compete in the global Hip Op-eration Dance Academy™ World Championships.

You can set your own prices for the Dance Classes and people who come to your class would pay you per session. You would manage it like any self-employed sole trader business and use the marketing material and instructional videos we give you to help promote and run your business.

You can hold as many or as few Dance Classes per week as you like and with as many students per class as you like, and in any country in the world (as long as you're legally allowed to teach in that particular country). You can make it a full-time job, a part-time job or offer your Dance Classes free of charge as a voluntary service. It's completely up to you.

You'll be able to start teaching these classes straight after you have completed the Instructors Course and received your Hip Op-eration Dance

Academy™ Instructors Certificate. We recommend Dance Classes are around one hour in duration, but you could make them shorter or longer than this dependent on your student's requirements.

In terms of lesson style, you will learn how to run your Dance Classes like a relaxed, fun dance lesson with a bit more of a focus on exercise than technique. The objective is for your students to learn hip hop dancing skills, make friends and enjoy it like a fun and easy fitness class.

You can also challenge your students in different ways by doing public Flash Mob performances, uploading fun videos of them on social media or in fact anything that'll make the experience of being in one of your Dance Classes a lot more fun and exciting than they ever would have expected!

If you have young people in your classes and/or older people with a talent for learning new dance moves quickly, you may find they will probably want to attend a more advanced class sooner than other students. Instructor Courses to gain an Advanced Certificate to teach at an Advanced level will be available at a later date.

You may also choose to teach different groups of students separately to cater for different student's abilities. It's your business and they're your students; so you operate it in a way which suits you best.

Committed students may want to join a Dance Crew (see the section 'Dance Crews') instead of, or in addition to, attending your standard Dance Classes.

Dance Crews for Fun, Fitness, Friendship and Family

If your students would like a more enriching experience and are willing to commit to being a member of a Dance Crew and become part of a family,

do public performances, train to enter competitions and potentially compete at the global Hip Op-eration Dance Academy™ World Championships, then you can offer them the Dance Crew experience.

As a Dance Crew Instructor you would teach your students a set hip hop dance routine which they would need to master on their own as a Dance Crew (i.e. without any Instructor up the front). Hip Op-eration Dance Academy™ Dance Crew's can be as small as five members or as big as 20 members*. Dance Crew's with members aged 55 and over will be able to register to compete in the Hip Op-eration Dance Academy™ World Championships.

You can manage any number of Dance Crew's and give each Dance Crew its own name. Because managing a Dance Crew is an activity that requires genuine commitment from both the Instructor and the students (like a sports team), you would need to audition students before accepting them into a Dance Crew that you manage. The criteria for acceptance into a Dance Crew is focused more on attitude than ability and will be discussed in detail in your online Hip Op-eration Dance Academy™ Instructors Course.

You would manage one or more Dance Crew's like any self-employed sole trader business and use the marketing material and instructional videos we give you to help promote and run your Dance Crews. You can make it a full-time job, a part-time job or offer your Dance Crew service free of charge as a voluntary service. It's completely up to you.

You will may need to teach your Dance Crews on a more regular basis than your casual Dance Classes, especially in the lead up to a public performance or competition, and change the structure of the way your customers pay you from a 'per session' payment to a 'per term' payment. A block up-front fee or subscription is best so people are incentivised to

attend each Dance Crew rehearsal rather than try and save money by skipping important rehearsals which would negatively impact the entire Dance Crew.

As with the Dance Classes, above, the target market for these Dance Crews are people aged 55 and over. However you are welcome to have people of any age in your Dance Crews. The only restriction is that only people aged 55 and over will be able to register to compete in the Hip Operation Dance Academy™ World Championships.

Dance Crew lessons will need to be run more like rehearsals with more of a focus on technique than fitness. The key objective is for your students to be challenged, form strong bonds with other crew members and become a family; have fun, and defy expectations.

As the Instructor, you will decide who can and cannot be a member of a Dance Crew you manage, how much you will charge, the structure of your fees and the codes of conduct you expect from your Dance Crew. As being in a Dance Crew requires everyone working together in unison, the attitude of your students will have a big impact on their success as a Dance Crew. It will be your job to ensure your Dance Crews have the best opportunities for success. A recommended Code of Conduct Agreement for your students as well as an Audition Assessment Form will be available as part of the online Hip Operation Dance Academy™ Instructors Course.

You can also challenge your Dance Crews in different ways by doing public Flash Mob performances, entering them into 'Got Talent' type TV Shows and have them enter local hip hop competitions where they will compete against young people and, in doing so, make some unforgettable wonderful connections with the younger generation which they never thought possible. You can also register them to compete against other Hip Operation Dance Academy™ Dance Crews at the global Hip Operation

Dance Academy™ World Championships (as long as all members are aged 55 and over).

If you have young people in your Dance Crews and/or older people with a talent for learning new dance moves quickly, you may find they will probably want to join a more advanced level Dance Crew. Instructor Courses to gain an Advanced Certificate to teach both Dance Classes and Dance Crews at an Advanced level will be available at a later date.

** Please note that, if a person has a mobility aid such as a wheelchair or walker, that mobility aid is counted as one person at the Hip Op-eration Dance Academy™ World Championships. This is because the Dance Crew numbers are directly related to how much room they take up on stage. So, if a Dance Crew with 15 members has two of those members with a walker, then the Dance Crew will be regarded as a 17 member Dance Crew at the Hip Op-eration Dance Academy™ World Championships. The health and safety of our dancers on stage is important to us and we know that having 20 people each with a walker on a stage requires a much bigger space than having 20 people without any walkers on a stage. These guidelines only apply at the Hip Op-eration Dance Academy™ World Championships and not in every day Dance Crew rehearsals. You could have a Dance Crew of 40 members but only 20 of them will be able to compete as a Dance Crew in the Hip Op-eration Dance Academy™ World Championships - so, in this case, you may want to enter them as two separate crews of 20 members each.*

What is a Dance Crew?

A Dance Crew is a group of hip hop dancers (usually between 5 members and 14 members - but can be up to 40 members - which is called a 'Mega Crew') who perform together to the same music and same dance routine. All the dancers are synchronised so they effectively become one body.

However, there may be small sections where some members do a different movement than the others - but this is style done in a unified way so the overall performance is completely synchronised.

Learning to dance and perform together in a Dance Crew brings people together as no-one can do a good job without the others. There is also no status where one dancer is more important than the other. It is the ultimate team bonding experience and in a very short time Dance Crew's become families.

General Teaching Information

What do I wear when teaching Dance Classes or Dance Crews?

As you will be moving quite a bit, comfortable clothing is recommended such as t-shirts and sweatshirts with baggy pants. Basketball boots make suitable hip hop style footwear to dance in. You're a hip hop dance Instructor - so will want to look like one too :) To set the right tone, why not wear Hip Op-eration Dance Academy™ clothing and accessories? You can buy Academy branded clothing and accessories in the Hip Op-eration Dance Academy™ Shop.

What should I take to Dance Class?

A water bottle, a way to receive payments (you may want all payments in cash to avoid Eftpos charges), a notepad and pen for writing notes, your music on an electronic device, a stereo if one is not already on site you can use, and an outline of the moves and/or dance routine you will teach the students to refer to. Lesson plans, including a recommended lesson plan, will be included in the Hip Op-eration Dance Academy™ Instructors Course.

What sort of locations would be suitable to hold Hip Operation Dance Academy™ Dance Classes and Dance Crew rehearsals?

Any location - as long as it is accessible and flat. You may like to teach your students in community halls, gyms, schools, retirement villages, at people's houses or in garages. It's completely up to you! It could be the same place for every lesson or different places each time. The Hip Operation Crew™ have their rehearsals in lots of different locations from car parks and paddocks to the local retirement village and on the footpath on the side of the road. If it's accessible and a flat space - it's ideal! Hip Hop is called 'Street Dance' for a reason!

If I teach in one town and then move to another town on the other side of the world, can I still teach in my new area?

Of course. The Hip Operation Dance Academy™ Instructors License is international and enables you to teach anywhere in the world you are permitted to work. Your business goes where you go.

Advanced Level Instructor

How do I become an Advanced Level Dance Instructor?

An Advanced Level Hip Operation Dance Academy™ Instructor Course will be available at a later date. Please keep an eye on this website for updates.

What sort of dance skills would I need to become an Advanced Level Dance Instructor?

You would need to be a really great hip hop dancer able to choreograph and teach advanced dance skills in the area of breaking, locking, popping, top rocks, and b-boying etc.

How fit will I need to be if I became an Advanced Level Dance Instructor?

If you are doing an Advanced Level Instructors Course, then you will need to be very fit and able to dance unassisted for one hour with only short breaks.

Career Path as a Hip Op-eration Dance Academy Instructor

Can I advance any further in the Academy after I have obtained my Instructors Certificate?

You will be able to advance further as soon as we have launched additional Instructor Courses. However, these won't be available for about a year. There will be two pathways for Instructors to advance in the Academy as follows:

Instructor > **Advanced Instructor** > **Advanced Master Instructor**

Instructor > **Master Instructor**

What is an Advanced Instructor?

An Advanced Instructor is able to teach advanced level hip hop dance moves including break dancing.

What is a Master Instructor?

A Master Instructor is able to teach people to be Instructors.

Why are there two pathways for advancements as an Instructor?

Some Instructors may have great teaching ability and be able to teach other people beginner level hip hop dance moves really well. However, they may not be advanced level hip hop dancers or able to break dance. These people can become Master Instructors where they will be able to teach other people how to be Instructors.

Whilst other people may not only be great teachers, but are also great hip hop dancers and can break dance. These people can become Advanced Instructors and then Advanced Master Instructors.

Earn an Income

How much money will I make?

As a Hip Op-eration Dance Academy™ Instructor you will be able to earn an income from a variety of services you will provide your customers including:

- Dance Classes - students will need to pay you a fee per class.
- Dance Crews - students will need to pay you a subscription per term.
- Events and Outings - your students may be happy for you to charge an administration fee when you organise social events or competition outings for your Dance Crews.

How much should I charge for my Dance Classes and Dance Crew rehearsals?

Prices will vary based on the length of your classes or rehearsals, the location you teach in, and the skill level or type of session - whether it is a Dance Class or a Dance Crew rehearsal. You may want to charge a fee which is in-line with fitness classes or dance classes of other dance genres

or charge higher or lower than this. It's all a matter of supply versus demand and what price the market is prepared to pay for your services. You may be in an area where your students want to be taught in a 5 star hotel complex with access to saunas, pools and hot tubs and are prepared to pay a premium rate for these privileges or you may be in an area where your students are happy to be taught in the middle of a paddock if it means the rates are cheaper. Locations can be as glitzy or as gangster as you want! Just set a price which gives you and your students the best outcome.

How much should I charge for my Dance Classes?

You should charge each student a set fee at the start of each Dance Class. This fee is completely decided by you. However, it should be reflective of the skill level of the Dance Class you are teaching, the location expenses you need to pay to teach the Dance Class and the market price for a similar service. You may want to charge a fee which is in-line with fitness classes or dance classes of other dance genres or charge higher or lower than this. It's all a matter of supply versus demand and what price the market is prepared to pay for your services.

What fee should I charge for managing a Dance Crew?

You may want to make the fee for your students to join a Dance Crew in the form of a fee or subscription for a term - very much like the subs for a sports team. The length of a term can be any duration of time you choose from one month to 12 months. The price and the term can be decided by you as the Hip Op-eration Dance Academy™ Instructor managing the Dance Crew. You may want to guarantee to hold a certain amount of rehearsals per term as well as organise the Dance Crew to participate in events and competitions. There can be a lot of work involved in managing a Dance Crew, so you may want to make your price higher than a Dance

Class. Your subscription fee may just pay for rehearsal lessons or may also include a uniform, social outings, competition registration fees and regular emails to your Dance Crew.

How can I make additional income from being a Hip Operation Dance Academy™ Instructor?

You could buy Hip Op-eration Dance Academy™ branded clothing and accessories from the Hip Op-eration Dance Academy™ Shop and charge a handling fee to provide this service to your customers (as it saves them going online to do it themselves - especially those who don't have access to a computer). You can also create special extra events and classes where your students can pay an administrative fee for participating such as a Flash Mob, social event or outing. Please be aware, for good trading purposes, your fees always need to be fair and reasonable and in-line with equivalent service market prices.

Expenses

What expenses will I be responsible for as a Hip Operation Dance Academy™ Instructor?

You will need to pay for the hire of the location you teach in if you are using a commercial building such as a gym or community hall rather than a free space such as a car park or footpath. However, you may find owners of commercial spaces will let you use their facilities for free as a way of contributing to the social cause. You will also need to pay for the printing of anything we provide you electronically, and pay for your own music tracks other than what the Hip Op-eration Dance Academy™ provide you and music licensing if you require this to accompany any non Hip Op-eration Dance Academy™ music tracks. See the 'Music and Copyright' section (below) for costs about music licensing.

Music and Copyright

Music is an integral part of Hip Hop. As an Instructor in the Hip Op-eration Dance Academy™ you need to know about copyright and what music is available to you through the Hip Op-eration Dance Academy™. You will learn this during the online Hip Op-eration Dance Academy™ Instructors Course.

What music will I get for free as an Instructor?

The music the Hip Op-eration Dance Academy™ will provide you upon successful completion of the online Instructors Course will be licensed and copyright free. So you will be able to play this music publicly any time and for any purpose you want, including public performances. This licensed copyright music will include:

- 40 Hip Hop Instrumental Tracks - which are good to play in the background of Dance Classes and Dance Crew rehearsals as they don't have any distracting lyrics (so you can speak over them).
- 3 Hip Hop Dance Music Tracks - which are ideal to choreograph a dance routine to because they have lots of different beats and sound effects, giving your students audio cues indicating when to change from one move to the other. These tracks are called 'World Champ Tracks' as you can choose to use one of them as your music for the Hip Op-eration Dance Academy™ World Championships competition.

Additional Hip Hop Dance Music Tracks for use in your classes, rehearsals, public performances and the Hip Op-eration Dance Academy™ World Championships may be made available to you at a later date and before the start of the 12 month lead in time for the World Championships. These additional tracks will be a mixture of tracks that are slower than the first three tracks you receive at the end of the course, and ones that are slightly faster. They will be called 'World Champ Tracks' and will be numbered and added to the 'Additional References' section of this course.

Can I play other music tracks in my classes and rehearsals?

Yes, if you would like to play a whole range of other hip hop music tracks in your Dance Classes or Dance Crew rehearsals, then you may want to join Spotify (www.spotify.com) for these music tracks or buy CD's in a store or music tracks online. Spotify provide you with lots of music tracks either free of charge or for a small monthly charge. However, you must be aware of copyright when using these tracks (see below).

What about Copyright Licensing?

If you use music tracks in your classes and rehearsals that are *not* provided by the Hip Op-eration Dance Academy™, you may need to get a special music License for these tracks. This is because of copyright laws. Music for personal use doesn't require a music License, but music for non-personal use does require a License in most countries. The best way to ensure you are not in breach of any copyright laws when using music for 'non-personal use' is to obtain a 'Blanket Music License' for the category of holding Group Dance Classes. These blanket music licenses can be purchased per class, per month or annually and will cover you for copyright; so you can play as many different music tracks as you like in your Dance Classes and Dance Crew rehearsals and not worry about licensing or breaching any copyright laws. A Blanket Music License provider will be in your area - just do a search for one on the Internet. For more information about music copyright, just Google 'music copyright' on the Internet.

What's the Cost for A Blanket Music License?

A Blanket Music License can range in price from US\$0.50 cents per class to US\$150 or more per year. It all depends on the purpose of the music (in this case - to use when teaching dance to students), the range of time you want the license to last (per class, per month or per year), how many Dance Classes or Dance Crew rehearsals you teach each week, and the provider of the Blanket Music Licenses. For example, in New Zealand a Blanket Music License for up to five dance classes per week costs US\$119 per year. This works out to be about US\$0.50 cents per class in order to be legally covered by copyright to play any music tracks you want. It's a small cost for peace of mind and gives you the freedom to expose your students to all sorts of great hip hop music tracks from all over the world.

What are Rules about Music for Public Performances?

If you are doing a performance outside of the class and in front of the general public or invited guests, you must obtain a special music license for the music track. This can often cost well over US\$1000 just for one performance. If you don't obtain a special music license, and the footage of the performance goes on social media, it will not only be deleted by social media but you may be prosecuted. Therefore, it is highly recommended you only use Hip Op-eration Dance Academy™ licensed and copyright music tracks which we will provide you at the successful completion of the online Instructors course. You can use the Instrumental Music Tracks or the Dance Music Tracks for the World Championships for public performances. You can also upload any performances done to these tracks on social media without any problems or worrying about being in breach of copyright.

What sort of music should I play during my classes and at rehearsals?

Hip Hop music. Upon successful completion of the online Hip Op-eration Dance Academy™ Instructors Course you will be able to download:

- 40 Hip Hop Instrumental Tracks - which are good to play in the background of Dance Classes and Dance Crew rehearsals as they don't have any distracting lyrics (so you can speak over them).
- 3 Hip Hop Dance Music Tracks - which are ideal to choreograph a dance routine to because they have lots of different beats and sound effects, giving your students audio cues indicating when to change from one move to the other. These tracks are called 'World Champ Tracks' as you can use any one of them as your music for the Hip Op-eration Dance Academy™ World Championships.
- A list of famous Hip Hop music artists whose hip hop music tracks you can purchase at music stores or online or download through Spotify.com.

There are lots of different styles of hip hop music - some are light and upbeat and mellow and some are fast and heavy and controversial. It is a fascinating music style and you will soon find Hip Hop artists and music tracks you enjoy listening and teaching to.

What music can I use for my Dance Crew's routine for the Hip Op-eration Dance Academy™ World Championships?

You must use one of the tracks provided by the Hip Op-eration Dance Academy™ called 'World Champ Track 1, World Champ Track 2' etc at the end of the online Instructors Course. You will receive three of these tracks at the successful completion of the online course.

You *cannot* use any other music tracks for the Hip Op-eration Dance Academy™ World Championships, even if you have the license and

copyright for them. Please note, you only need one music track per Dance Crew performance at the World Championships, so just make a choice of one track from the selection of World Champ tracks per Dance Crew routine.

Can I use my own music tracks for my Dance Crew's dance routine at the Hip Op-eration Dance Academy™ World Championships?

No. You cannot use any other music tracks for the Hip Op-eration Dance Academy™ World Championships, even if you have the license and copyright for them. You must use one of the Dance Music Tracks provided by the Hip Op-eration Dance Academy™ called 'World Champ Track 1, World Champ Track 2' etc. You will receive three of these tracks at the successful completion of the Instructors course.

What is a Blanket Music License Provider in New Zealand?

One Music.

Teaching Hip Hop Dance Moves

Can I teach my own dance moves to my students?

Yes - as long as they're hip hop dance moves.

How many special Hip Op-eration Dance Academy™ hip hop dance moves are there?

There are currently 43 different Hip Op-eration Dance Academy™ dance moves you can teach your students and it is growing every year. Each *Hip Op-eration Dance Academy™* hip hop dance move is of a certain style which all young people have to demonstrate when they compete internationally. So every move your students learn gets them closer to

being world champions! There are also thousands of different hip hop moves used around the world which you can replicate or adapt to your own students needs.

Are the special Hip Op-eration Dance Academy™ moves easy to teach and learn?

Yes. They each have a name and can be learnt by anyone of any dance skill level. In the Instructors Course, you will learn 43 Hip Op-eration Dance Academy™ moves - which are categorised into three different levels; Level 1, Level 2 and Level 3.

I've got two left feet and am the world's worst dancer, will I be able to learn?

Absolutely! Remember, the Hip Op-eration Dance Academy™ founder and choreographer, Billie Jordan, has no dance background and admits to having two left feet herself - so if she can master these dance moves, so can you! Her oldest dancer in the Hip Op-eration Crew™, Kara Bang Bang, who is nearly deaf and uses a walker can also do many of the dance moves and she has no dance background and is 97!

Will I need to choreograph the dance routines for my Dance Crews?

Yes. However, don't worry as you will be taught everything you need to know about choreographing a hip hop dance routine in the Instructors Course. It's not as hard as you may think it is and even if you've never danced in your life, you'll be able to do it.

What sort of hip hop style moves will I be teaching?

You will be teaching a wide variety of all the types of cool hip hop moves young people learn to compete internationally. These include:

- Top Rocks
- Locking
- Popping
- Wacking
- Vogueing
- House Dance
- Party Dances or Club Dances
- Krumping
- Tutting

Any young person learning or practicing hip hop dance will also be trying to perfect their ability to do the above dance moves. So next time you're on the bus with a group of teenagers, ask them to share their favourite top rock or tutting moves with you - then surprise them by doing yours!

Will I be teaching break dancing/b-boying/b-girling?

Only if you complete the Advanced Instructors Course and teach Advanced Dance Classes and Advanced Dance Crews. An Advanced Instructors Course will be available at a later date.

Teaching Students

If a student has a physical disability, can they still attend my Dance Classes or join a Dance Crew I am managing?

Absolutely! As their Instructor, the focus is on what they can do, rather than what they can't do. If they're in a wheelchair and can't move their legs, then get them doing the arm movements. If they have arthritis in their arms and can't move them easily, then tell them to just move their

legs. If they're visually impaired, you may need to just teach them at very close proximity to their face - remember they can still hear the music and instructions. If their hearing is limited, they can just copy the cue of others.

If a student is completely immobile and dependent on other people to move them. Can they attend Dance Classes or join a Dance Crew?

If they are completely immobile and dependent on other people to move them, then it would be difficult to include them in Dance Classes or Dance Crews - where the sole aim is to move your body. They may also not get much value out of attending any Dance Classes if they can't participate. As a Dance Instructor, you have the right to refuse entry to people who cannot move on their own. However, you may be very happy to allow them to be a supporter and attend Dance Classes or Dance Crew rehearsals as an observer. If they've got a good eye for detail they may be able to tell you when the dancers make a mistake!

If a student has dementia, can they still attend Dance Classes or join a Dance Crew?

Of course! Most of us will get some form of dementia at some stage in our life and there's no shame in having dementia. We are very open about dementia at the Hip Op-eration Dance Academy™. In fact quite a few members of the Hip Op-eration Crew™ who performed at the World Championships in Las Vegas in 2013 had dementia. We have special techniques to specifically teach hip hop dance to students with dementia. You will be trained in these techniques in the online Hip Op-eration Dance Academy™ Instructors Course. Your students with dementia will not only be able to learn hip hop dance, but will also remember the dance moves when the music is playing and they're performing with others!

If someone can't seem to learn dance at other places, why is the Hip Op-eration Dance Academy™ any different?

We have some special techniques which we use to teach hip hop dance to members of our Academy with dementia. You will be trained in these techniques during your online Hip Op-eration Dance Academy™ Instructors Course. Your students with dementia will not only be able to learn hip hop dance, but will also remember the dance moves when the music is playing and they're performing with others!

Can I turn anyone away from my Dance Classes or from being in a Dance Crew I manage?

Yes. If you consider a person is difficult to manage, teach and/or their behaviour has a negative impact on the spirit or opportunities for the other members of your class or crew, you can turn them away. Refusal of service is a right any service provider can enforce at any time if they deem it necessary to continue providing a good level of service to other customers. The objective of Hip Op-eration Dance Academy™ services is for people to have fun and fulfil their potential, not to have to tolerate unpleasant behaviour by other people. As they say, life is too short to put up with people with small minds :)

If someone is disrupting the enjoyment or success of the Dance Class or Dance Crew, as an Instructor, do I have to do something to address it?

Yes. You will have to agree uphold the following Values and Standards of the Hip Op-eration Dance Academy™ before you can even register to become an Instructor with our academy:

- Manage risks including health and safety factors and/or students whose behaviour is negatively impacting on the enjoyment or success of others in a Dance Class or Dance Crew.

- Work towards maximising the potential of the students in your Dance Classes or Dance Crews.
- Ensure you address any factors which could reduce opportunities for your students.

See the 'About' section of the website for our Values and Standards.

Do I need to audition people before allowing them to join a Dance Crew I manage?

Yes. There will be some simple criteria you will need to assess the potential student on before allowing them to join a Dance Crew you manage. It is no different than auditioning players for a sports team. However, the Dance Crew Audition Assessment Form is focused more on attitude than ability and is designed to ensure your Dance Crew is successful and sustainable.

Can I refuse a student's entry to my Dance Classes or Dance Crews based on their religion, sexual orientation, gender or non-gender identification, race or faith?

Absolutely not. All Hip Op-eration Dance Academy™ Instructors have to agree to uphold the following Values and Standards before they can even register to become an Instructor with our academy.

- Treat all people, regardless of age, as an equal.
- Accept people of all races, religions, sexual orientations, faiths and gender or non- gender identification into their classes. Prejudice of any type including ageism, sexism and racism will result in their license being revoked.
- Abide by local laws, customs and protocols.

If you do not run your Dance Classes and Dance Crews according to these Values and Standards, your Hip Op-eration Dance Academy™ Instructors

License to teach will be revoked or cancelled. For a full list of the Values and Standards see the 'About' section on the website.

How can I get students to join my Dance Classes or Dance Crews?

This will be covered in your Hip Op-eration Dance Academy™ Instructors Course. You will also have the opportunity to list your services on the Hip Op-eration Dance Academy™ website. Potential students going to the website will be able to do a search on Instructors available in their area and your own name and contact details including class and/or rehearsal schedule will pop up.

My students can't drive and can't get to the location I hold my classes and rehearsals. What do I do?

Either transport them yourself or tell them to use their own contacts, networks or local newspaper to see if someone would be happy to transport them to and from your Dance Classes or Dance Crew rehearsals. Make sure they tell them the type of dance lessons they want to take part in - as once they find out, they will probably not only have a lot of offers but your local newspaper may do a story about them and your classes!

Instructors Course

Why is the Instructors Course online?

We want all of our Instructors to receive an individual learning experience where they can learn at their own pace wherever they are located in the world and without the added expense of transport and accommodation required in order to attend a physical course. Because of the technology of video and the Internet, we are able to teach you very effectively through an online course. For example, if you were learning a dance move

in a physical class, you may only get to see the Master Instructor perform the move a few times before you're expected to have learnt it. However, online you can see the Master Instructor perform the move hundreds of times if you want - and in slow motion and at a time and day that suits you over a period of 12 months after you have completed the course.

I don't have access to the Internet to do the Hip Operation Dance Academy™ Instructors Course, what should I do?

You may want to borrow someone else's computer to do the course and to access the after course resources material. Remember though that the name you register for the online course is the name printed on the Instructor's Certificate so make sure you enter your name in this section when registering for the course online.

What will I be taught in the online Hip Operation Dance Academy™ Instructors Course?

You will be taught a wide range of skills to ensure you are a great success at what you do. Areas covered in the online course include:

- Special Hip Operation Dance Academy™ hip hop dance moves which have been developed for senior citizens and taught by the founder Billie Jordan with great success for nearly four years. All of these dance moves are of international competition standard and fun and easy to teach.
- The history of hip hop and the Hip Operation Dance Academy™
- Aged persons, medical conditions and how to teach them and maximise their potential.
- The keys to happiness.
- Teaching Dance Classes and Dance Crews including techniques and lesson plans.

- Choreography - how to choreograph a hip hop dance routine and teach it successfully.
- Students - how to get them, manage them, teach them, audition them etc.
- Codes of conduct for Dance Crew members.
- Music.
- Public Dance Performances - creating, planning, teaching and delivering them including organising Flash Mobs.
- The Hip Op-eration Dance Academy™ World Hip Hop Championships.
- Planning and running your first class/rehearsal.
- Trademarks, waiver forms, and copyright.
- Promoting and marketing your services.

Upon successful completion of the Hip Op-eration Dance Academy™ Instructors Course you will immediately receive your Certificate giving you the license to teach and will also receive marketing support material which you can personalise and get printed including business cards and flyers, waiver forms for your students, audition assessment forms and codes of conduct forms. You will also have access to copyright and license free hip hop music tracks.

How is the course structured?

The course is made up of 12 separate modules covering an important subject area or set of skills you will need to know to be a successful Hip Op-eration Dance Academy™ Instructor. All modules will be delivered in the form of written, picture or video content for the literacy level of an average 12 year old.

At the end of each Module will be a quiz to complete. You can attempt the quiz as many times as you like until you pass it. You cannot move on to

the next Module until you have completed the 'End of Module Quiz'. At the end of the 12 Modules is a final Quiz. You can attempt this Quiz as many times as you like. Once you have successfully completed all Modules and Quizzes you will immediately be electronically issued with your Hip Operation Dance Academy™ Instructors Certificate and all of the relevant support material to enable you to teach and run your business successfully.

Do I have to do each Module in one sitting?

No. You can do each Module over as many hours, days, weeks or months as you like - as long as you complete the entire course within 12 months. If you don't complete it within 12 months you will need to re-register to do the course and pay the full course fee of US\$680.

How do I get my Instructors Certificate issued to me?

Once you have successfully completed all Modules and Quizzes you will immediately be electronically issued with your Hip Operation Dance Academy™ Instructors Certificate and all of the relevant support material to enable you to teach and run your business successfully.

How long does it take to complete the online Hip Operation Dance Academy™ Instructors Course?

You can do the course at any time of the day or night and in any location in the world where you have access to the Internet and a computer or tablet. The entire course takes an average of 30 hours to complete - which can be done over a week, a month or over a period of 12 months. It's up to you.

How long have I got to complete the Hip Op-eration Dance Academy™ Instructors Course?

12 months from the date you registered and paid for the course.

If I register to do the course and then change my mind, can I get a refund?

No. Once you register to do the course, you have access to all the course material which comes at a fee. There are several purchase confirmations you will need to make before you are registered on the course, which act as a filter to ensure you are certain about your decision to do the course.

What happens after 12 months of successfully completing the course?

Before the 12 month anniversary of your Instructors Certificate, you will be sent an email to remind you that your Certificate, and therefore your License to teach, will expire soon. You will be able to do the Instructors Renewal Course for US\$380 and get another license for another 12 months, or do nothing and let your license lapse.

What happens if I don't successfully complete the online Instructors Course within 12 months?

Your registration to do the course will lapse and you will not be able to access the online course. If you still want to be a Hip Op-eration Dance Academy™ Instructor, you will need to re-register to do the course again at the full cost of US\$680.

What happens if I let my license lapse?

You will not be able to legally teach using the Hip Op-eration Dance Academy™ logos and trademarks and will be removed from the Instructors Registrar. You will also lose access to the online course and

course resource material. Your name will also be removed from our website.