**Name of Local Festival and Logo**

Thank you for registering for the 2021 virtual Name of Festival!

Please review these guidelines for recording and submitting your performance videos and scores carefully.

Students must submit both a performance video and a PDF file of their score\*, for each class entered, by **date.**  Please read below for specific instructions.

*\*If the class included test piece, you do NOT need to submit a copy of the score for the test piece.*

*\*Festival Administrator please note: If you have a large festival, you may want to consider staggered submission dates to match the staggered adjudicator schedule. For example:*

**TIMELINES FOR SUBMISSION**

Submission deadline for students are as follows:

Senior Piano Friday, March 19 at 11:59 PM

Intermediate Piano Monday, April 22 at 11:59 PM

Junior Piano Tuesday, March 30 at 11:59 PM

Strings Thursday, April 8 at 11:59 PM

Woodwinds & Brass Monday, April 12 at 11:59 PM

Musical Theatre Saturday, April 17 at 11:59 PM

Voice Monday, April 19 at 11:59 PM

**ACCOMPANIMENT OPTIONS**

Due to the fluidity of the current situation, it may not be possible for you to meet in person with your accompanist for your recording. With this in mind, for **all** disciplines requiring accompanists [including concerti], the rule for live accompaniment is waived for 2021. Accompaniment can be provided in any of the following ways:

[i] with your accompanist in the same space as current phase and/or physical distancing allow; **or**

[ii] repertoire may be performed *a cappella;* **or**

[iii] student may perform with an accompaniment track [example RCM/CC]; **or**

[iv] student may perform with video/audio recording of accompanist.

**RECORDING SESSION [if your festival is offering]**

Festival Name is pleased to offer a recording session[s] for interested students. Recording sessions are **by appointment only.**

Place:

Dates:

Please contact Name at Email and/or phone by Date to book an appointment. Detailed information about required protocols will be sent to those that register for a session.

**INSTRUCTIONAL LINKS FOR VIDEO, CREATING PDF, AND FILE-SHARING**

* Uploading video from cell phone  <https://youtu.be/v6zBCfjxmTA>
* Finding your video link     <https://youtu.be/tVToDzNIHBI>
* Creating pdf with smartphone & google drive <https://youtu.be/WUz7R3luoes>
* Sharing a google drive file <https://youtu.be/HUX61hqxTBw>

**DIRECTIONS FOR RECORDING YOUR PERFORMANCE**

**Please note: A separate video must be submitted for each class you are entering.**

1. Professional recordings are not required for the competition, but good audio and visual quality is very important. The quality on most cell phones is adequate.
2. Video recording can be done in home or in studio or in another location.
   * Must include a clear picture of the student performing showing face, hands [in the case of pianist and instrumentalist], and instrument, where applicable.

* The beginning of the video should include student holding a clearly printed sign that states:
* Class number
* Student’s name
* Name of piece, to help identify students and ensure accuracy of entries.
  + Videos must be a one take recording. Editing or splicing in any form is strictly prohibited.
  + Camera angle must remain consistent throughout the performance.
  + Each class performance should be a separate video.
  + For classes requiring two or more selections, the **complete** performance of all pieces for the class should be performed consecutively in one video without stopping the camera during breaks. Please be aware of time limits, if applicable.

1. Video file is uploaded to a private YouTube channel as an ‘unlisted’ video. These videos can only be viewed by someone with the link. The video link will be needed as part of the submission process.

**DIRECTIONS FOR PREPARING YOUR MUSIC SCORE**

***Please note:***

***If the class included a test piece, you do NOT need to submit a copy of the score for the test piece.***

*\*Festival Administrator: you will need to follow this process for preparing PDF file of each chosen test piece to send to the adjudicator.*

1. A PDF of the score for each ‘own choice’ selection performed is to be named using the naming convention below and uploaded to a cloud storage site [DropBox, Google Drive, iCloud, OneDrive etc.]. Please use a separate file for each selection.

*ClassNumber\_StudentName\_Piece\_Composer*

Example: Class202\_JaneSmith\_Prelude No6\_JohannSebastianBach

* The PDF must include the cover and/or title page of the book and all pages of music performed in the competition.
* If the selection score is a digital download, the receipt for digital purchase or proof of Public Domain must be included in the PDF file.

1. Suggestions for proof of public domain status: URL from public domain site that identifies it as such; screenshot of public domain music page that includes site name. [e.g. imslp.org]
2. The first bar of each line must be numbered. If score measures are not already numbered, please number the first measure of every line for adjudicator’s easy reference.

**DIRECTIONS FOR SUBMITTING VIDEOS AND SCORES**

**Links to the recorded entries and scores must be submitted on-line at** [**website**](https://www.nbfmf.org/miramichi-regional-music-festival/) **URL by Date**

If you are entering multiple classes, they need to be submitted separately by following the detailed instructions on the submission form at website URL

To complete the submission process you will need:

* The class number for each class you are entering.
* URL for the YouTube link for each class you are entering. If the class requires more than one selection, they MUST be on the same video.
* A clear, scanned copy of each score with the first bar in each line numbered and named as outlined above. If the class requires more than one selection, please submit the scores as separate files.

**ADJUDICATIONS**

*\*Festival Administrator please note: There are at least three options for the adjudication process. Choose the text for the option your festival chooses and delete the others from the letter.*

1. If offering Written Adjudications only

Once the adjudicator has viewed the videos and written their comments, individual adjudications will then be emailed, and/or mailed, to students and teachers. There are no oral adjudication remarks this year.

1. If offering live Virtual Adjudication Sessions using *Zoom* or *Google Meet* to host the sessions

Once the adjudicator has viewed the videos and written their comments, students [and teachers] will receive the date, time, and link to the Virtual Adjudication Session for the class[es] they have participated in.

It is then your responsibility to make arrangements to participate. These sessions cannot be re-scheduled. If you are unable to participate, please notify Name at email.

1. If offering Recorded Adjudicator Oral Comments

Once the adjudicator has viewed the videos and written their comments, adjudicators will record their oral comments for the class. Individual adjudications and a link the adjudicator’s recorded comments will be emailed to students and teachers.

**RECOGNITION OF OUTSTANDING PERFORMANCES**

\**Festival Administrator please note: Include the options that your festival has decided to use and delete the rest.*

* Class certificates and any award medals or monies will be mailed to teachers or students.
* Marks will be posted on the Festival Name website at [website](http://www.hfxmusicfest.com) URL as in previous years.
* Winning performances will be showcased on the Festival Name Facebook page.
* Festival Name will prepare a ‘Showcase of Talent’ using performance videos that have been recommended by the adjudicators. This video will be livestreamed on the Festival Name Facebook page.

**Options your festival may be offering – Use or delete accordingly:**

\**Festival Administrator please note: Include the options that your festival has decided to use and delete the rest.*

* **PLAYLISTS**

\**Festival Administrator please note: If you are going to use playlists, you need to collect permission from students to do so on the Submission page. Students who don’t give permission for their video to be on the playlist, still qualify for adjudication and all awards.*

**To enable more of a “live” Festival experience, Festival Name will create playlists of each class. The links for these playlists will only be given to students within the specific class and their teachers, which will allow them to view class performances.**

* **QUICK STUDY CLASSES [Replacement for Sight Reading/Sight Singing]**

\**Festival Administrator please note: Alternatives for replacing Sight Reading/Sight Singing classes are to either just remove the requirement for 2021 OR increase the number of classes required for awards by 1 for 2021 due to the difficulties around accompaniments etc.*

The music for each of these classes will be selected by the adjudicator and emailed from Festival Name to students as a PDF 48 hours prior to the video submission deadline [please refer to “Timelines for Submission” list for specific dates]. **Memorization is NOT required. Due to the one-on-one nature of Quick Study classes, they will not be included on playlists.**

* **ROSE BOWL NOMINEES**

\**Festival Administrator please note: You do not have to offer a choice to the students. You could decide the originally submitted video.*

Rose Bowl students will have a choice between Festival Name using and/or extracting the selected footage from the originally submitted performance video and will verify with student and adjudicator, OR the student may submit a new Rose Bowl Competition video of the chosen selection[s].

Deadline for submission: Date

Email link to Name at Email