

UIL MUSIC REGION 24

Instructions for Directors for Virtual Submissions for UIL Solo and Ensemble Contest

Thank you for your participation in the UIL Solo and Ensemble Contest! The following instructions are designed to clarify and unify recording submissions. This is a generic instruction form and not all details will apply to all divisions, but the process is the same.

Step 1 – Enter Students

Directors enter students on texasmusicforms.com by the posted deadline (Check calendar on website).

Step 2 – Prepare for the video: Select the best device for a video recording. Keep in mind, if your students are performing with the SmartMusic app, or a pre-recorded piano accompaniment, they may need to record on a different device than the one is playing the accompaniment. If they are performing a piece that is designated as unaccompanied, the student should state this before they perform their piece. Please record in portrait orientation so that all of the student can be seen. Be sure that the face, instrument, fingers, playing position, and the embouchure are completely visible.

Step 3 – Make a test recording:

Do a test recording to check audio/video quality. Students should not perform their entire solo— have them perform their LOUDEST and softest moments to ensure the microphone volume is consistent and is not cracking or distorted. Make sure the balance is set appropriately between accompaniment and student performance.

Step 4 – Dress for Success:

Students should dress as nicely as they are able: as they would for an in-person Solo and Ensemble (no jeans, no t-shirts, no tennis shoes, no shorts – dark colors work well). Additionally, check the frame of the video for visual distractions. Make sure the space is neat and tidy. These videos will be evaluated by outside adjudicators and a professional environment is greatly appreciated.

Step 5 – Make the official recording:

- Students should introduce themselves and their piece like they would for in-person Solo and Ensemble Contest.
- Include the students name, the title of the performance including selected movements of a multi-movement work.
- The introduction will include showing a copy of the original music to the camera.
- If the student is in band or orchestra, and are performing from memory, they must announce this prior to their performance. If they are performing a piece from the approved non-memory list, have them announce this as well.
- If they are recording this at home, be sure room is tidy and quiet to avoid distractions such as cameos by pets, etc.

Step 6 – Review/edit the recording:

Review the performance to make sure it has recorded appropriately. Then, crop it so that there are approximately two seconds of time before the student begins their introduction, and two seconds of time after they finish their performance. Important note: video recordings should be 'live' from a single take. For example: you may not pause the video during the recording to take a break or splice together different recordings into a single video submission. If you are a tech wizard and are recording audio and video from separate source, that is acceptable. However, the video and the audio must come from the same performance.

Step 7: Uploading the recording:

The Region Executive Secretary will set a deadline for uploading of the video and a pdf of the original music into a google sheet. You will be sent an invitation to open and upload the recordings and pdf by the submission deadline.