

Instructions for Directors for Virtual Submissions

UIL Concert and Sight-reading Contest

VIDEO, PDF, FORM 1, & COMPLIANCE STATEMENT LINK: Due on submission deadline – check calendar on Region 24 Website.

Thank you for your participation in the Concert and Sight-reading Contest! The following instructions are designed to clarify and unify recording submissions.

Step 1 – Prepare for the video: Select the best device for a video recording. There should only be one camera in a stationary position that captures the entire ensemble that is performing.

Step 2 – Make a test recording: Do a test recording to check audio/video quality. Make sure to check the softest and loudest moments in the music to be performed.

Step 3 – Make the official recording: For the concert video, have someone introduce the performing ensemble in a professional manner and the selections to be performed like they would for in-person Concert and Sight-reading Contest. Per copyright requirements, remember to order music for the number of students performing, plus 3 extras for judges. For the sight-reading video, the designated proctor will announce the performing group, the sight-reading level to be performed, and the title of the sight-reading selection. In addition, the proctor will do all timing and the reading of the rules in view of the camera. This includes the score study time by the director (when applicable). Since this is an official UIL event, the recording must be of one continuous performance without stopping or pausing the video camera.

Step 4– Review/'edit' the recording: Review the performance to make sure it has indeed recorded. Then, crop it so that there are approximately two seconds of time before the performing group begins their introduction, and two seconds of time after they finish their performance. Important reminder: video recordings should be 'live' from a single take. For example: you may not pause the video during recording to take a break or splice together different recordings into a single video submission or pause the video between concert selections. It is acceptable if you are hiring a recording engineer to make your recording and are recording audio and video from separate sources; however, the video and the audio must come from the same performance.

Step 5 – Uploading the recording: The Region Executive Secretary will set a deadline for uploading of the video and a pdf of the original music links into a google sheet in which you will be sent an invitation to. You will also upload a link to your Form 1 and your completed and signed compliance statement.

Step 6 – Adjudication- Since Texas Music Forms already offers an electronic version of the concert and sight-reading adjudication forms, judges will use this platform. To get ratings and comments log into uilforms.com using your login name and password. Go to "My Entries" tab, "Select Event" from dropdown box, choose correct contest and go to "Show Entries", choose "Judge Comments" icon to view or print.

Step 7 – Destroying Copies of the Sight-reading Music In the agreement UIL has with J.W. Pepper Music, all copies of sight-reading music must be collected and destroyed after use. The designated proctor for each performing group will have the responsibility of disposing the copies.