

2021 PMEA All-State RECORDING INSTRUCTIONS

You will need to use a non-web based recording program on your computer (i.e. audacity, garageband, etc.) to produce an audio-only file.

You will also need to follow MARK CUSTOM RECORDING INSTRUCTIONS at the SAME TIME to produce a VIDEO (with Audio) FILE from another Device. (Video file MUST be recorded LANDSCAPE (aka "sideways") NOT PORTRAIT (aka "vertical)).

There will be 2 files to upload:

- There will be an AUDIO FILE from your computer (wav- preferred OR mp3)
- A Video (with AUDIO) File (mp4 or mov)

FOLLOW the INSTRUCTIONS below:

- Only use the **MP3 FILE/WAV FILE** (click track), which can be found on your ensemble specific webpage off of the [PMEA All-State Information](#) page) to make your recording.
- You must wear **EARBUDS** or **HEADPHONES** to RECORD. Make sure they are connected to the device playing your click track. The "click track" should NOT be heard in your Final recording.
- **CLAP** as indicated when recording to line the file up. (The CLAP absolutely must be included in your recording - and at the designated time.)
- Use your printed music to record.
- DO NOT change the **TEMPO**
- You can RECORD as many times as you want BUT the FINAL RECORDING is "START to FINISH"- NO BREAKS.
- Listen to both recording files (audio & audio/video) before submitting.

Remember to wear all black (white shirt is ok), remember to be in the center of the video frame, remember to have a neutral background to record against, and for instrumentalists remember to have the instrument in the frame also. You can see the Mark Recording video at this link if you need a refresher. <https://www.youtube.com/watch?v=oqa8je4ac4c>

When you have reviewed and are satisfied with the FINAL RECORDINGS, LABEL the AUDIO FILE:

FIRST and LAST NAME - INSTRUMENT/ VOICE- Part (1,2,etc.) ENSEMBLE (J, VJ, ORCH, WE, CB, CHO).

EXAMPLE : John Doe- Violin 2- ORCH

EXAMPLE : Kathy Hughes - Soprano 1 - CHO

Label the VIDEO FILE from another Device (phone, iPad, etc.)

This file is to be made at the **SAME TIME** as your AUDIO ONLY RECORDING following the same instructions as above. Your DEVICE should be in **LANDSCAPE** (aka "sideways") **NOT** PORTRAIT (aka "vertical") if recording on a phone or similar device.

When submitting the FINAL VIDEO RECORDING from your DEVICE- it should be in an **mp4 or MOV file. Label:**

FIRST and LAST NAME - INSTRUMENT/ VOICE- Part (1,2,etc.) ENSEMBLE (J, VJ, ORCH, WE, CB, CHO) - Video

EXAMPLE : John Doe- Violin 2- ORCH - Video

EXAMPLE : Kathy Hughes - Soprano 1 - CHO- Video

**If your files do NOT include the above LABEL information, then we will NOT be able to include them as part of the final recording because we can't identify you. No recording = No medal.

**** The files are LARGE, so it does take time to UPLOAD to the Google Folder and depending on how many are trying to upload the folder at the same time, also "slows down" the process. A suggestion (if you are trying to upload the file from your phone)- plug the phone into the computer to upload and process to the Google Folder.

***** Also, we are finding some school districts will NOT permit students to "share" Google Folders from their school accounts to PMEA. As Director, YOU may need to "share the files" with PMEA.

Next, UPLOAD your **TWO** files to your ensemble specific Google Folder:

Orchestra -

<https://drive.google.com/drive/folders/1-0kWYxHXOcMQU5rLrmjSdqeAl6yhfAAH?usp=sharing>

Find the folder for your instrument/voice part within the ensemble specific Google Folder.

QUESTIONS/ TECHNICAL PROBLEMS- festivals@pmea.net Include in the HEADER- ENSEMBLE you are participating in. In the email, include your Name, School, All-State Ensemble and question/ technical problem.

DEADLINES:

Orchestra- Monday, May 24 by 3:00 pm