



## Solo & Ensemble Instructions 2021

Below is a summary of the 2021 UIL Music Region 14 Virtual Solo and Ensemble Contest timeline and instructions for uploading of performance videos and pdf scans of the original music for the judges.

Region 14 requires a signed Statement of Compliance for Solo and Ensemble Contest. See “**ADDITIONAL INFORMATION**” at the end of this document for a link to that form. It is posted on the UIL Music Region 14 Website.

### SOLO/ENSEMBLE TIMELINE

- Thursday, January 21, 2021: Final day to register students for 2021 Solo/Ensemble Contest.
- Monday, February 1, 2021: **FIRST** day of access to “ADDITIONAL ENTRIES” Contests to register students omitted from the initial entries. “ADDITIONAL ENTRIES” will be processed differently this year; therefore the \$20 fee **WILL NOT BE ADDRESSED UNTIL AFTER THE CONTEST. THERE IS NO FEE LISTED AT THE TIME THEY ARE REGISTERED.**
- Wednesday, February 3, 2021: All Google sheets for directors to begin uploads of links to video recordings and to pdf scans of music scores will be shared by this date.
- Wednesday, February 10, 2021: **FINAL** day to submit any changes in music selections.
- Wednesday, February 17, 2021: **FINAL** day of access to “ADDITIONAL ENTRIES” Contests. **NO ENTRIES WILL BE ACCEPTED AFTER 4:00 PM ON THIS DATE.**
- Wednesday, February 17, 2021: **FINAL** day for directors to upload links to videos and music scans (this INCLUDES links for the Additional Entries).
- Wednesday, February 17, 2021: **FINAL** day to email **Statement of Compliance** to Executive Secretary.
- Thursday/Friday, February 18-19, 2021: Google sheets will be prepared for and distributed to Judges.
- Saturday/Sunday, February 20-21, 2021: Judging of all 2021 Solo/Ensemble Events.
- Monday/Tuesday, February 22-23, 2021: All ratings will be posted to Texas Music Forms, Pdf’s of all Judges Comments will be emailed to Directors.
- Wednesday-Friday, February 24-26, 2021: Medals will be packaged and delivered or shipped to Directors (as appropriate).

### SOLO/ENSEMBLE INSTRUCTIONS

- The Google sheets that will be shared with Directors will have several columns containing data. The **ONLY** two columns for Directors to use are **VIDEO LINK** and **PDF LINK**.
- All other columns are either for Office use or Judge use and have been locked.
- There are separate Google sheets for Voice, Orchestra, Piano, Guitar, Woodwinds, Brass, and Percussion. That means that many of you will receive multiple sheets.
- Students should be listed on each sheet in the same order they are listed under “Review Entries” in the Texas Music Forms system.
- As you upload links for videos and music scans, **CAREFULLY** check that you upload next to the correct performer names.

- If you have a student or Ensemble that will **NOT** perform, simply type “DNA” in the cell for the uploads, do NOT upload any video or pdf links.
- You should begin scanning **ORIGINAL** music scores (Instrumentalists: ONLY the solo part), with the measures numbered, for the judges NOW. Depending on the volume of your entries, this could be a very time-consuming task.
- Name each pdf with Student Last Name, First Name, and UIL Entry Number (that’s the seven-digit number, i.e., 1234567, listed next to the student name in TMF).
- If you have more than one student performing the same solo, you must have multiple copies of the pdf and upload the pdf link again each time it is performed. It must also be “Renamed” for each student.
- All video recordings must comply with recording requirements.
- Only one camera may be used for each recording, and it must be stationary.
- Each performance must be one continuous uninterrupted recording, and it may not be digitally or electronically altered in any way.
- Each performance should begin with the student introducing him or herself to the judge, then announcing the name of the selection while showing the original copy of the music to the camera.
- The music should then be returned to the music stand and the performance begun. (If the student will perform from memory, the stand should be moved and faced away from the student.)
- The video recording should then be labeled with Student Last Name, First Name, and UIL Entry Number, just like the pdf scan of their music.

## UPLOADING LINKS

- All links (both the pdf scan and the video performance) must be posted on the Google Sheets that you are sent by **WEDNESDAY, FEBRUARY 17, 2021**.
- Google sheets will be shared with you no later than **Wednesday, February 3, 2021**.
- You can begin posting links to those sheets any time after you receive them but MUST have them completed by the due date.
- You can scan pdfs of the original music and record student performances at any time and store them for posting later.
- Before you copy and paste each link to the Google Sheet, you **must** select “**Anyone with this link**” from the settings. **Do NOT leave any of them restricted!!**
- Directors **MUST** verify that the link to **EVERY** video and **EVERY** pdf that is posted is a working link. To do that, simply click on each video link and each pdf link after they have been pasted to the Google Sheet to confirm they open the correct file. You need to know that all entries are **100% accessible before** they are sent to judges.
- Send email to Executive Secretary (Bill Cason) when all links to videos and pdfs for your students have been posted (or you have typed “DNA” for those students or ensembles not participating).
- Keep all your pdf scans and videos posted **UNTIL YOU RECEIVE YOUR RATINGS**, then remove them from the website as required by copyright restrictions.

## ADDITIONAL INFORMATION

- CLICK [HERE](#) for link to Statement of Compliance for UIL Music Region 14 Solo and Ensemble Contest
- CLICK [HERE](#) for link to National Federation of High School Guidelines
- CLICK [HERE](#) for link to UIL COVID-19 Music Information
- CLICK [HERE](#) for link to Guidelines for UIL Asynchronous Virtual Music Events