

# CCMTA Video Event (Festival or Auditions) Checklist

## Instructions for Mac/OS

(Follow Directions included in the CCMTA Video Event Packet)

### Student Checklist

It is very important to set up the accounts and save your recording as noted in the attached directions. Please carefully read and follow attached directions.

- \_\_\_\_\_ 1. Record **one** continuous video of your Audition pieces.
- \_\_\_\_\_ 2. Create a new account on YouTube for Festival
- \_\_\_\_\_ 3. Create a Channel on YouTube
- \_\_\_\_\_ 4. Upload your video recording to YouTube
- \_\_\_\_\_ 5. Send YouTube link to your teacher as soon as you have the YouTube video created. Your teacher should receive your link **no later than October 14th** for ample time to load your link on the CCMTA registration form.

Please follow all instructions in the  
CCMTA Video Festival Packet

# CCMTA Video Festival Instructions Packet

## Instructions for Video Recording

### Recording Location

You should record your video in the spirit of a live audition or recital performance. You may record in a home, school, church, synagogue, recital hall, rehearsal room, or studio with good natural acoustics with or without an audience. You should dress professionally, as you would for a recital or live audition.

### Recording

- A tablet or smartphone is all you need.
- Find a quiet place.
- Your camera should record from a fixed position. Set up device to capture the student, their hands and the instrument. Treat the camera as if it were the judge.
- Videos must contain all repertoire listed on the original application. Entrants should NOT introduce themselves or announce the piece being recorded.
- Please record your pieces in the order on the registration form.

### Execution

- Run a technical dress rehearsal with everything in place.
- Test the sound. Move recording device, if needed.

### Recording Guidelines

- Record one continuous video for all of your pieces. You may take a break or pause recording in between pieces but do not stop recording. Only 1 video should be submitted.

### Treat this as a live audition

- Dress appropriately
- Keep playing from start to finish! The performance quality may diminish after 3-5 takes and it is better to have one compete recording than none.

### Transfer File

- Upload your recording to YouTube. Follow directions outlined below by CCMTA to upload your recording on YouTube
- You will send YouTube link to your teacher for submission to submit to CCMTA.
- DO NOT WAIT UNTIL THE LAST DAY TO SUBMIT VIDEOS.

# YouTube Account (MAC version)

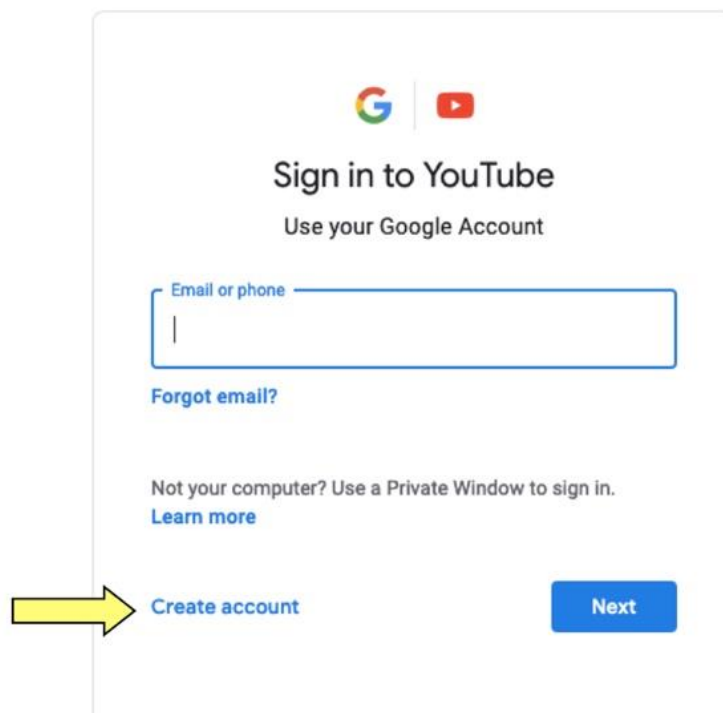
To ensure that identifying info is not included on your video, please create a new YouTube account following the instructions below.

## How to Create a new account on You Tube for CCMTA Festival

1. [Click Here](#) to go to [YouTube](#).
2. In the top right, click **Sign in**.



3. Click **Create Account**.



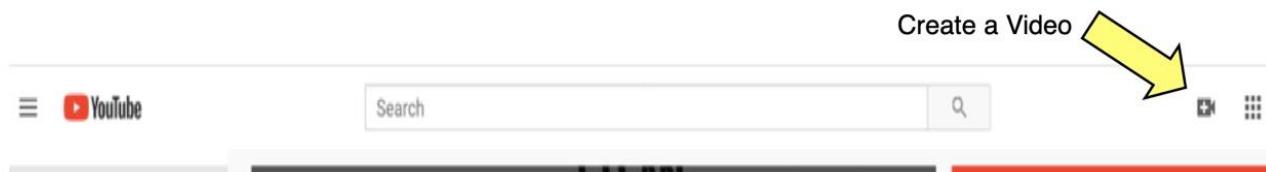
4. Choose **For myself**
5. When window below opens:

- Add first and last name
- Click "Create a Gmail account instead" – follow directions to create a Gmail email account and password.
- When complete, click "Next" and "Save."

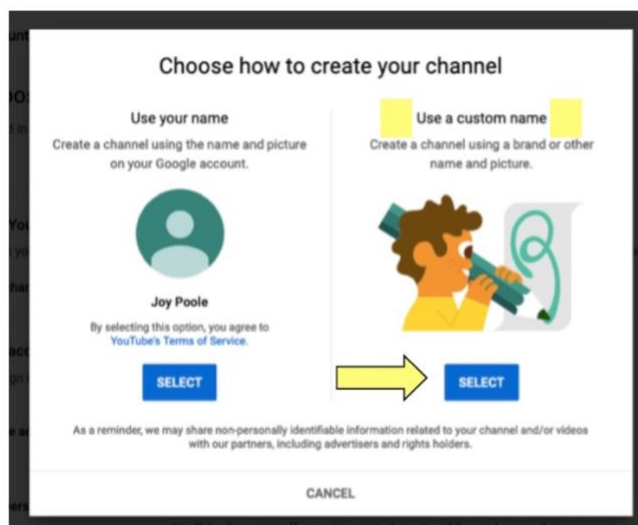
## Create a Channel on You Tube

After creating a YouTube account for CCMTA Event, please create a channel following the instructions below:

1. Click the video (  ) icon on the top right corner. Choose “upload a video.”

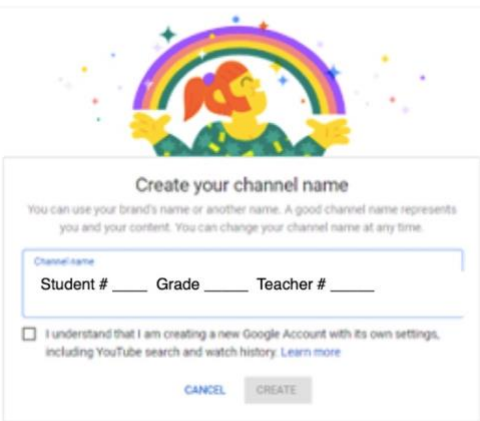


2. Click “Select” on the right side of the window that pops up to “Use a custom name”



3. **Very Important! Name your channel:** “ Student #\_\_\_\_, Grade \_\_\_\_Teacher #” using the info provided to you by email. This info will be sent 3-5 days after registration closes.

Example 1:



**Create your channel name**  
You can use your brand's name or another name. A good channel name represents you and your content. You can change your channel name at any time.

Channel name  
Student # \_\_\_\_ Grade \_\_\_\_ Teacher # \_\_\_\_

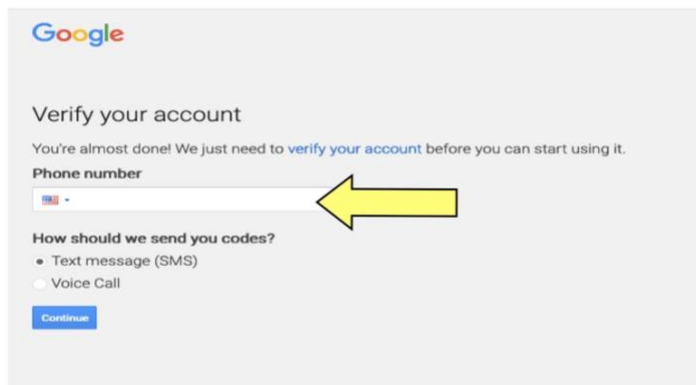
I understand that I am creating a new Google Account with its own settings, including YouTube search and watch history. [Learn more](#)

CANCEL CREATE

Example 2:

4. Click “box” next to “I understand that I am creating.... “
5. Click “Create”

6. On next screen, add phone number to receive verification code, click continue.



Google

**Verify your account**  
You're almost done! We just need to [verify your account](#) before you can start using it.

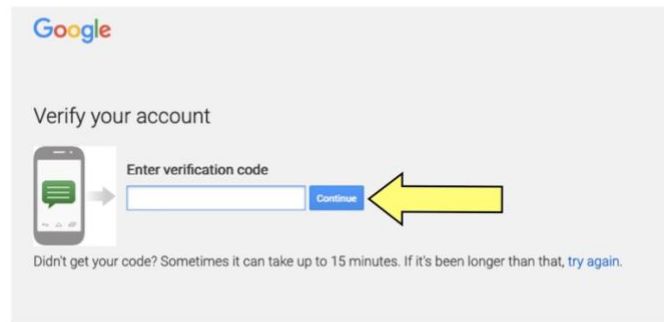
Phone number

How should we send you codes?

- Text message (SMS)
- Voice Call

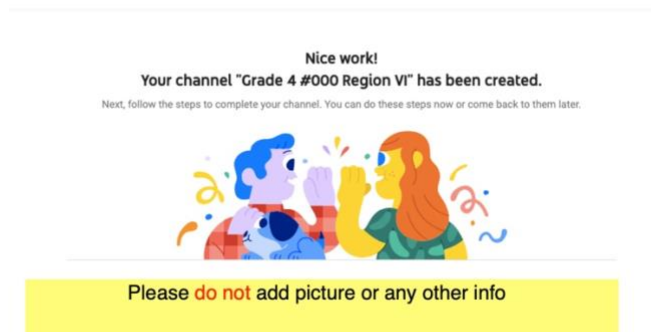
Continue

7. When received, add verification code



8. Click to continue

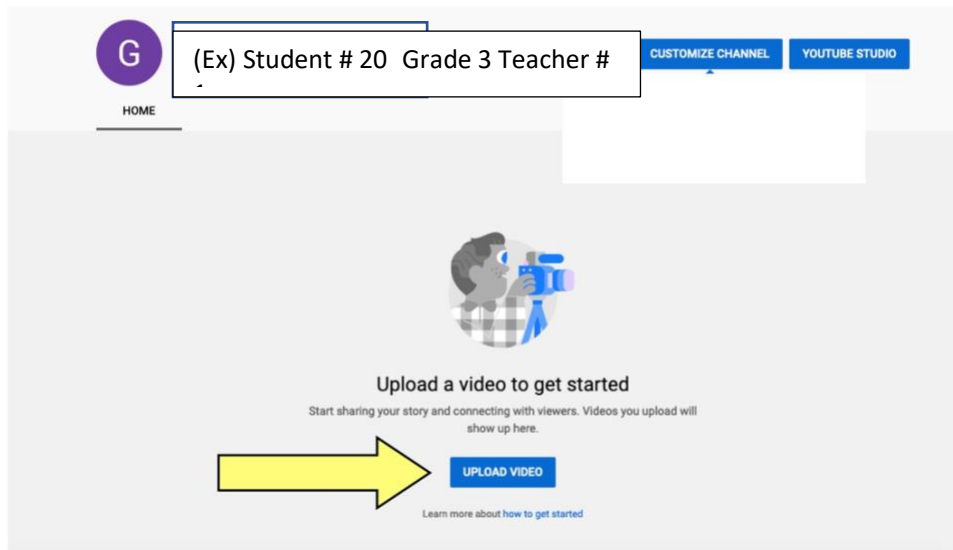
9. On next screen, **do not add picture or any other personal info**



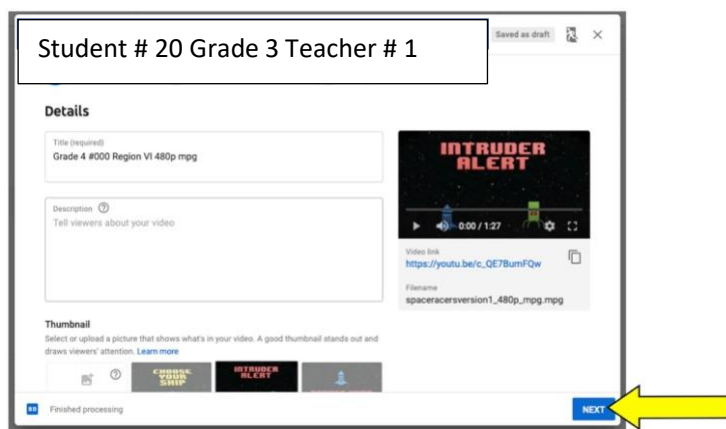
10. Scroll to bottom of this page (do not add any info) and click "Save and Continue."

11. You are now ready to upload your video.

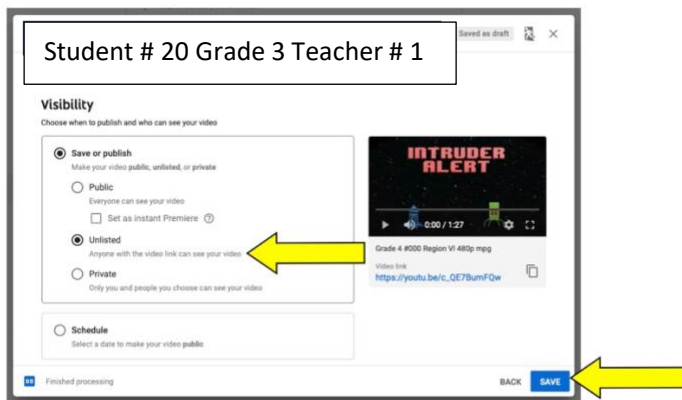
- Click Upload Video
- Choose recording from your files – follow screen directions to upload file.



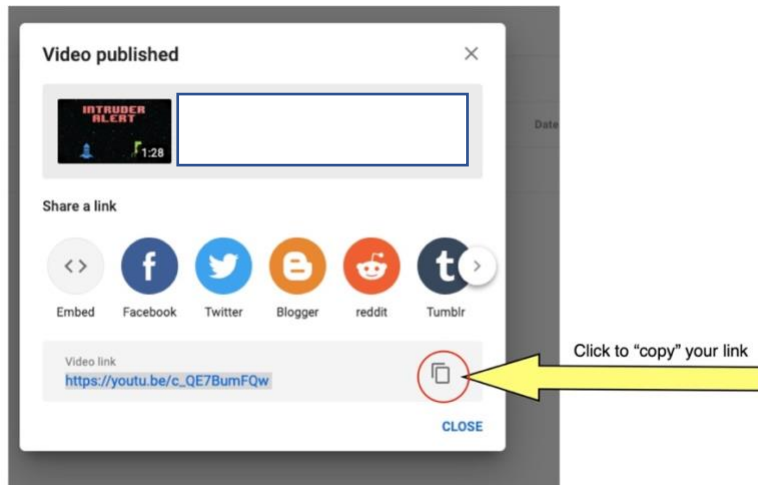
12. On the “Details” screen, please list your repertoire in the order performed on recording in the “Description” box. Click Next.



13. In the next window, choose “Unlisted” and the “Save”



14. Your Video is published. Click the “copy” icon to copy YouTube link.



15. Please check the link before emailing to your teacher to make sure:

- The link opens and plays
- The link is labeled correctly (Student # \_\_\_\_, Grade \_\_\_\_, Teacher # \_\_\_\_)
- The repertoire is listed in the description under video in the order performed

In your email to your teacher, include:

- a. Student Name, Student # Grade, Teacher #,
- b. Paste the link (Right-Click, choose “Paste”) that you copied from YouTube saved as “Student # \_\_ Grade \_\_\_\_ Teacher # \_\_\_\_.”

## Invalid Videos

The following video problems would make them invalid.

- Videos revealing the teacher’s identity, the city of the performer or name. Please follow instructions for creating a new YouTube Account and Channel
- Videos with “private” sharing options (see above).
- Videos that pan and zoom during performances.
- Videos that are digitally altered

Additional Resources:

- [How to Create a Gmail Email Address](#)
- [How to Create a YouTube Account and You Tube Channel](#)



