



RUBY HAY – GUIDELINES FOR SUBMITTING PERFORMANCE VIDEO

This document provides detailed guidance on the procedures you will need to follow when registering your interest in competing in the Ruby Hay Pianoforte Competition 2024, recording and submitting a digital performance.

Performance requirements for contestants:

A video recording, which includes:

- a continuous, unedited, performance of the chosen repertoire;
- a view of the piano pedals as well as the keyboard.

Video recording:

General recording requirements

Treat the recording as a live performance. The performance should be recorded as one continuous audio-visual file – this means that once recording has started, the contestant should make their announcements and perform all their repertoire in one continuous take. You can find full instructions covering the recording process below. The recording must not be edited in any way after the performance.

Recording devices and set-up – video resolution

Most modern smartphones, tablets and laptops will be suitable for the video (and audio) recording of the performance. Camera resolution should be 720p or 1080p (and should be set before the recording is made). This will give appropriate clarity.

Recording devices and set up – camera position

Either landscape or portrait view is acceptable. The camera should be static with contestant, piano and music stand (if used) clearly in view, in order to enable an overall sense of performance. The contestant's face (either facing the camera or in profile) should be visible throughout the performance.

The whole of the keyboard should be visible and, where applicable and possible, the pedals should also be in view.

People present

If a responsible adult, or any other person not actively involved in the performance, is in the room they should remain still and silent during the performance and be situated out of the camera view. They should not disrupt or direct the candidate's performance, or interfere with the recording in any way.

Testing and trialling

We recommend testing the recording device and trialling recording before the performance, to make sure that the recording will be of a good enough quality, with clear, undistorted sound and vision. Other things to check include, suitable lighting levels, camera position.

Before starting the recording, it may be helpful to check that audible or potentially distracting notifications are disabled on the device (placing it in flight mode is a good idea), that it is well charged (where appropriate) and has enough available storage space.

The recording must be of a good enough quality to allow assessment of all aspects of the performance, including tone quality and dynamic range.

File size

Recordings can be in one of the following formats: MP4, WMV, MOV or MPG. The file size cannot exceed 50 GB but could be expected to be around 2 GB for 30 minutes.

If the resolution of the video is too high, the file may be too large or slow to upload. In these circumstances, the file should be compressed to ensure it uploads successfully. There are a number of platforms available online and through Android and Apple app stores to help with this.

Post-performance information:

File names

Your file name must only include letters, numbers, underscores (_) or dashes (-). Your file name must not include spaces or any other characters, otherwise it might not be accepted.

Your file name must also not be blank. Files with no file name will not process correctly and therefore will not be viewable by the adjudicator.

Submitting the video recording and declarations

Your video entry file, score PDFs, bio and programme notes can all be submitted by [clicking here](#) (Ruby Hay Dropbox file request link) or by using the following link by 5pm, August 23rd:
<https://www.dropbox.com/request/qDixc8wBwuqM8xC4k0UT>

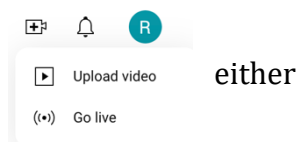
Alternatively, your video entries may be uploaded or recorded live to your own YouTube Channel. Save as an unlisted video and email the link to secretary@musiccanterbury.co.nz by 5pm, August 23rd.

Additional information and instructions for online video submissions

The first stage of the audition process, once you have submitted your application form, involves making a video recording of yourself playing your chosen pieces and submitting either via the [Dropbox file request link](#), or via **YouTube** by 5.00pm on Friday 23rd August.

To use YouTube, you will need to:

1. Create your own YouTube channel (if you don't have one already). On your YouTube's home page click on the "create" camera button (top right) and select "Upload video" or "Go live" to record straight to YouTube.



2. Categorise the video as "unlisted" in the settings (this makes it viewable only by someone who has the link to it).

3. Finally, email the link to your video to: secretary@musiccanterbury.co.nz

4. Your scores, bio and programme notes can all be uploaded to the Dropbox link.

In preparing your submission, please follow the guidelines outlined below:

1. The video must be submitted as one file.
2. Make sure your video and all other filenames include your name.

Appendix

Advice on Compressing videos (in case needed)

If you have a large video file and/or slow broadband speed, you may want to consider compressing your video to help reduce the length of time required for the video upload process. Even on 1080p HD video at 30 fps, a 30-minute video file may be up to 2 GB in size which may take a while to upload.

In such instances we recommend you compress your video before uploading to make sure your file uploads as quickly as possible. Compression is a way of reducing the file size while maintaining the quality and ratio of the audio and video.

As an example, compressing a 768.84 MB performance video through an online compression site creates a file which is 39% smaller (461.94 MB).

In most instances when compressing a video file, if you watch the two videos side by side it is not always obvious which is which when compression has worked correctly. We would always recommend you watch back your whole performance once you have compressed your video and make sure you are happy with how it looks and sounds before uploading.

There are various free internet sites available to help with video compression. One example of free compression software is freeconvert: <https://www.freeconvert.com/video-compressor>

To use this all you need to do is upload your video and click compress (using the site default settings), let the site run its processes and then download the compressed file back to your computer.

Please note: This is a third party piece of software – many other options are available. We do not endorse particular products and recommend that customers make their own choices when using third party software.

If you want to use downloadable software (rather than an online convertor) to help you compress your videos, there are also various options available. One example is handbrake: <https://handbrake.fr/>

It's a free programme which can compress any video files and works on all platforms.

Please note: This is a third party piece of software – many other options are available. We do not endorse particular products and recommend that customers make their own choices when using third party software.