



VIDEO SUBMISSION PROCEDURES

These procedures are intended for any competitor who will not be attending a live, in-person regional contest **and** who will be recording their own performance for submission into their regional contest to receive adjudication.

Contest Divisions:

International Division or Evaluation Only competitors: perform and submit two (2) contest songs.*

Open Division competitors: perform and submit one (1) contest song, at least one (1) non-contest song, and emcee work.

**Competitors are only eligible to submit a video in the International Division in a region holding a Video Contests.*

Submitted performances are subject to all contest rules, such as timing, SAT admissibility, content, etc. and should include audience acknowledgement. These recordings should be made no earlier than 6 weeks prior to submission.

General

1. Submit all competitor forms and an un-edited (one continuous shot) video recording (in .mp4 digital format), prepared in accordance with the requirements listed below, to your region's competition coordinator (CC).
 - The recording must **NOT** have been previously published on social media or on webcasts. Any submission found to have been previously published will be disqualified.
2. The region's CC must submit their competitors' performance videos and forms, via Dropbox, to the Competition Department by their assigned date.
3. Once the Competition Department at IHQ receives all video submissions for a region, they will be given to the official panel for adjudication.

Requirements for Recording

1. Ideally the device (i.e. mobile phone, tablet, camera, etc.) used to record your performance should be able to record clear quality sound. The recording is to be submitted in .mp4 digital format.
2. The performance should be checked to ensure that the quality of the recording is sufficient for an effective evaluation.
3. Any microphones used should be used for recording input only, not amplification of any kind.
4. Lighting is to be uniform for the entire performance and no special effects are to be used.

5. Camera shots should be taken with the Visual Communication judge in mind. Here are some suggestions to keep in mind when recording:
 - A fixed camera full length shot is recommended.
 - The judge needs to see facial expression, choreography, full shots, etc. if possible.

6. At the beginning of the recording, an individual is to introduce the contestant, announcing the name of the Chorus/quartet. This announcement may be made by a member of the ensemble.
 - Chorus Announcement: From (name of city) under the direction of (name of director(s))...(NAME OF CHORUS!)

 - Quartet Announcement: From (name of region/name of chorus affiliations) (NAME OF QUARTET!)

7. The competitor should be in suitable costume and make-up. The make-up should be applied in such a manner that it is appropriate for video performance, highlighting facial features.

8. The submitted digital performance is the property of Sweet Adelines International. **Competitors may NOT post, or otherwise share, their video recordings until after adjudication and release of results.** Permission may be obtained after the results have been posted by contacting the Competition Department.

9. The recording should be a continuous, one-take shot video with no editing. **Any edited videos will be disqualified.**

If your region or festival host is providing a recording event, you may choose to record your contest performance at the event. However, competitors are not required to use this recording as their contest submission.

Official Recordings

All submitted recordings are property of Sweet Adelines International and will not be returned. Any further use of audio or video recordings of competition submissions are at the discretion of the Education Direction Committee (EDC) or the International Board of Directors.