



Guidelines for MMTA Voice Exam Video Submissions

Dear MMTA Community,

Below you will find the guidelines for submitting a voice exam.

- If you are a parent or student and have any questions about this process, please contact your teacher.
 - If you are a teacher and have any questions about this process, please contact the program director (see the MMTA personnel directory).
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1. Prepare for the performance videos. All repertoire will be recorded and uploaded.
 - Students should be dressed as though they were performing the exam in-person for the judge.
 - The video should be from the “audience perspective,” that is, from the front.
 - The video should show the student from the hips up.
 - Make one video for all the songs or one video/song.
 - All videos must be done in one take. If a video has edits such as cuts and retakes, the student will receive no credit for that portion of the exam.
 - Before each song, someone should either say or hold up a sign that indicates what song the student will sing next.
 - Students should sing that song.
 - In order for the student to receive points for memorization, no music should be visible while the student is singing.
 - The student may sing with live or pre-recorded accompaniment.
 2. Upload the program to YouTube or Vimeo.
 - If you do not already have a YouTube account, you will need to create one.
 - The video must be unedited and contain no fade ins or fade outs.
 - Name each upload this: MMTA Voice Exam Level, student name, composer, title of song. For example: “MMTA Voice Exam Level 3, John Smith, Mozart – Don Giovanni: Dalla sua pace.”
 - Tags: none
 - Set privacy settings to “unlisted.”
 - Disable all comments and responses.
 3. Submit the link(s) to the video(s) on the MMTA website with the registration.
 4. The Program Director will contact the teacher to schedule the live portion of the exam which will be conducted via video conferencing.
 5. Organize materials before the appointment with the judge. During this appointment, the student will complete the Aural Skills, Skill Requirements, and Oral Questions.

- Download materials from the corresponding level you are taking. Double check that the student's level matches the level of materials you receive.
 - Print the materials and/or upload them in a way that the student can see them.
 - Students are not allowed to practice these items in advance.
6. Complete the written portion of the exam immediately after the appointment with the judge. Mail the materials to the address provided. Students and parents are on their honor not to look up answers to preserve the integrity of the Voice Exam Program.

 7. Teachers will receive results roughly one month after the registration.

Thank you for your submission. We look forward to watching and listening to your videos!