

Video Submission Guidelines

Handbell Musicians of America Assessment Program

Please follow these guidelines to ensure your performance is judged on the quality of your ringing, not the quality of your video.

1. Equipment Needed

- **Camera:** A smartphone (iPhone/Android) with a good camera, a tablet, or a digital camcorder.
- **Tripod: Crucial.** Do not have someone hold the camera by hand. Use a tripod or a stable surface to keep the shot steady.
- **Microphone (Optional):** Most modern phones have adequate microphones, but if you have an external zoom microphone or a field recorder, the audio quality will be better.

2. Room Setup & Lighting

- **Orientation:** Always record in **LANDSCAPE** (horizontal) mode. Do not record vertically.
- **Lighting:**
 - Record in a well-lit room.
 - **Front Light:** Ensure the light source is *behind* the camera, shining on the ringers.
 - **Avoid Backlighting:** Do not place the choir in front of a bright window. This will make the ringers look like silhouettes and the adjudicators will not be able to see their technique.
- **Acoustics:** Choose a room that is not overly "boomy" (too much echo) but not completely dead. A church sanctuary or band room is usually ideal. Turn off noisy fans or HVAC units if possible.

3. Camera Placement

- **Distance:** The camera should be far enough back to capture the **entire ensemble** in the frame.
- **Angle:**
 - The adjudicators need to see the **ringers' hands** and the **Director**.
 - If possible, position the camera slightly to the side or elevated so the back rows (if applicable) are visible.
 - If the director cannot be in the same frame as the choir (e.g., due to space), prioritize the view of the ringers.

4. Recording the Performance

- **Introduction:** At the start of the video, have the director or a ringer clearly state:
 - The name of the ensemble.
 - The title and composer/arranger of the piece being performed.
- **Continuous Take:** The performance of the piece must be a **single continuous take**. You may **not** edit different parts of the song together.

- **Multiple Pieces:** If you are submitting multiple pieces, you may record them as separate video files or edit two complete performances together into one file.
- **Review:** Watch the video immediately after recording. Check for:
 - **Audio Balance:** Can you hear the melody? Is the bass too overpowering?
 - **Visuals:** Are any ringers cut out of the frame? Can you see the damping and hand technique?

5. File Formats & Uploading

- **Accepted Formats:** MP4, MOV, or AVI.
- **File Naming:** Please name your file in the following format:
EnsembleName_PieceTitle.mp4
- **Upload:** Use the secure link provided in your registration email to upload your video. (Do not email large video files directly).