

VIRTUAL CHOIR



How to Participate

GETTING STARTED

Equipment Needed to Participate in Virtual Choir



- Headphones
- Listening Device (any device type will work)
- Recording Device (must be separate from listening device, needs to be able to create a video recording ie. camera): can include smartphones, iPad, laptop, desktop, etc
- For this recording, you need to wear a solid black or solid white shirt. This is not a uniform shirt, any black or white shirt will work

Please test out your equipment and make sure that you are familiar with the way that you will use it to both listen and record at the same time. You can even make short sample recordings to practice placement.

Step One: Print or Pick Up Music

An email will be sent with the music to be used for each virtual choir recording. In that email will also be a date that recordings will be due in order to be used.

Please take note of that date and print the PDF of the music.

Step Two: Listen to the Learning/Timing Track

In that email, a learning/timing track will also be available. Please listen to that track, use it to learn your part and get comfortable with the speed of the recording. There may be other instructions in that recording regarding lead time and exit time, please take note for later when you are ready to record.

Step Three: Check Your Recording Space

This is a very important step and **MUST** not be skipped.

Think about what you would like to wear, in your recording. For this first video we will all wear solid black or solid white.

Choose a place that is generally quiet and has a limited amount of humming noise from air conditioners, fans and other equipment.

Please take a look at the space that you would like to record in. Check for anything in your background that you would not want to appear in your video.

Unfortunately, if there is something inappropriate in your background or there are loud noises in your recording, we may not be able to use it.

Step Four: Setup Your Equipment

If you have not already done so, setup your equipment in a way that is the easiest for you to use. Some things to keep in mind:

- It is preferable that you are standing to make your recording
- Give yourself enough room to 'breathe' but also think about setting up in a way that makes it easy for you to read the music
- Don't worry about how you will reach equipment to start and stop the recording, that is what the lead and exit time are built in for. We can edit out your movements before and afterward if you give enough time on either end.
- You need to be able to listen to the learning track at the same time that you are recording your submission. You **MUST** listen to the listening track with headphones on while you are making your recording submission

Step Five: Start Recording

1. Start your recording device before you start your listening track.
2. Once you have hit 'record,' start the listening track with your headphones plugged in and on.
3. The listening track will ask you to wait a few seconds before you begin singing. There will also be a breathing prep, please listen for that prep in order to be able to line-up and start together with other singers in the final mix.
4. When you are at the end of the music, please wait until there are no more instructions. The listening track will ask that you wait a few seconds before reaching to hit 'stop' on your recording device.

Go ahead, do it! It may take more than one recording to get it right or to come up with a recording that you are happy with. You will only be submitting one recording per voice part so we will never know how many 'takes' you had. But please do not beat yourself up about perfection, there is a lot that editing can do to make you sound as though you are together in a choir and not alone.

Virtual choir recordings from individuals are often dry and isolate your voice a lot more than you are used to. When it is compiled, you will not notice this problem. There will also be reverberations added in the editing process to make it sound more like you are in the theatre. Please do not feel disheartened if your recording does not sound as 'live' as you might want it to.



Step Six: Save the Recording

Many devices will automatically save your recording (i.e. iPad, smartphone, etc.). Some devices will require you to physically save them in order to be able to submit them (i.e. laptops, desktops, some audio recording devices). It is easiest if the device that you record from has the ability to connect to the internet. You will be able to submit the recording directly from your device.

Step Seven: Submit Your Recording

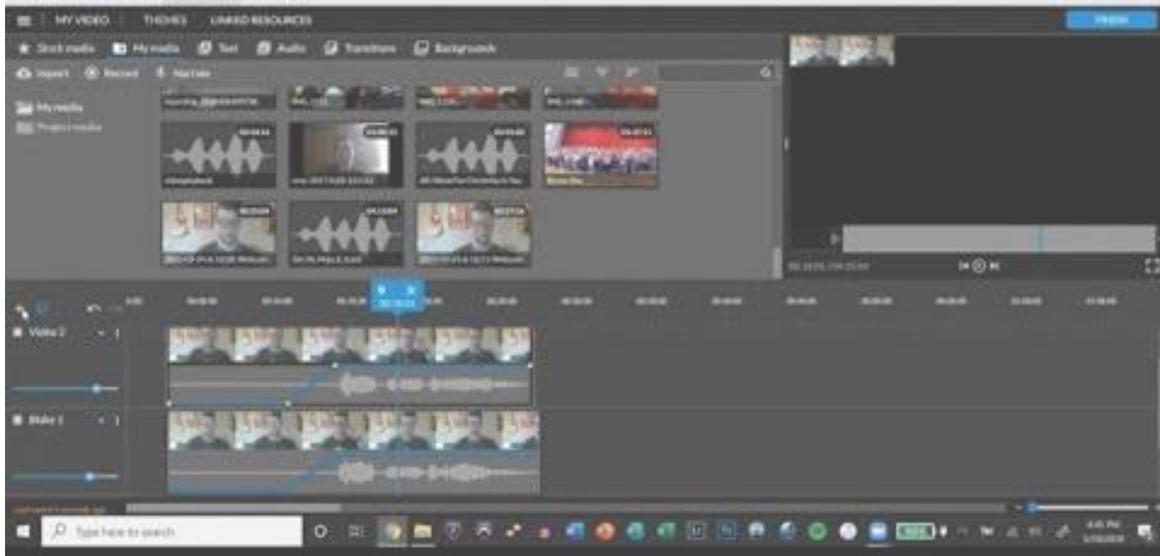
We will be utilizing Dropbox for Virtual Choir submissions. You will be sent a link to a public Dropbox folder. Once you click on that link, you will have a couple of options depending on the type of device you are using to send your submission.

For laptops/desktops: Once you've clicked on the link, just drag your video/audio recording into the Dropbox folder on the screen. I recommend saving your video to your desktop if you are less familiar with this process. You will simply 'grab' the file icon and drag it across the screen until it is hovering over the Dropbox folder and then drop it.

For iPads, smartphones and other tablet devices: You will need to download the free Dropbox app onto your device. Once you click on the link, it should open your app automatically and then you will follow the prompts to drop the file in the folder.

Step Eight: Wait

Once you've submitted your recording, sit back and relax and wait for the magic to happen. The virtual choir recording will be completed shortly after the deadline.



TROUBLESHOOTING

For technical assistance and to subscribe to Virtual Choir emails (and Zoom meetings), please contact Lauren Grangaard:

laureng@saintsonhigh.org

For each virtual choir submission, there will be a Zoom meeting preceding with musical questions as well as technical assistance. Please plan to attend these meetings, if at all possible, as questions you never thought to ask could be discussed at that time.