

## 2022 Guidelines for Recording and Submitting a Virtual Performance

These guidelines will help you to prepare for creating and submitting a performance to a virtual contest.

When submitting a video for an individual or group performance, remember, this is the performance category. Treat the recording as if it is a live performance. Please consult the *NHD Contest Rule Book* for performance rules. Performance rules still apply whether you perform on-site or at a virtual contest.

Please follow the criteria below:

- **Individual Performance**
  - Individual performances can be filmed on a camera, phone, or using an online conferencing platform such as Google Meet, Zoom, and Microsoft Teams. These are only recommendations.
- **Group Performance**
  - Group performances can be filmed on a camera or phone in-person or using an online conferencing platform such as Google Meet, Zoom, and Microsoft Teams. These are only recommendations.
  - You should follow all social distancing guidelines and preventative actions that apply in your school, county, state, or country.
- In the individual and group performance recordings, please only use backgrounds and props that you would intentionally have or bring for a live performance at an on-site contest. Digital effects are not permitted unless they could be done during a live performance. Most contest settings for performances will have a plain wall or curtain. For your performance, use a plain background or one that you create instead of recording your performance in front of a decorated room in your home or a green screen to which you can add images later. Those settings would not be possible at an on-site contest.
- Any audio recordings, music, or media should be present in the recording as a part of the performance. Audio cannot be added in later.
- It is not necessary to record the 5 minutes of set-up/break-down allotted for your performance.
- Individual and group performances should be recorded in **one take** regardless of recording platform. Editing of any kind is not permitted. **Do not** edit multiple clips together or edit in digital effects or audio
- Once recorded, upload the .MP4 file of your performance to Google Drive, One Drive, or DropBox. Please make sure your Google Drive, One Drive, or DropBox link is shareable. **It is your responsibility to ensure that your Google Drive, One Drive, or DropBox link is shareable.**
- Make sure the performance volume is clear! If the performance is hard to hear, the judges might miss important points. If there are parts that are not clear, consider redoing the recording.

- When it comes time to submit the performance during registration, combine all the performance paperwork into one PDF document. The registration system only allows one PDF upload.
- Paperwork should be in this order: Title Page, Process Paper, Annotated Bibliography.

**Final Steps:** Submit project to the contest by the registration deadline. Upload the combined paperwork PDF during the registration process. Provide your shareable performance video link during the registration process. Students **MUST** provide both project paperwork and shareable links to their performances.