

NEA YOUNG PERFORMER AWARDS COMPETITION 2017

Requirements for recording a performance on DVD

ENTRY ON DVD:

- A separate entry form should be completed for EACH RECORDED PERFORMANCE ON DVD and should be attached to the DVD cover.
- Only ONE performance should be copied onto a DVD. Use a separate DVD for EACH entry/performance/recording.
- All DVD entries should reach the NEA Office BEFORE 16:00 on **28 February 2017**.
- All DVD's should be clearly marked with the NAME & SURNAME of the participant(s) and the NEA AWARDS ENTRY NUMBER.

DELIVERY / POSTAL ADDRESS:

- DVD entries can be hand delivered / mailed / couriered to the following address:

By hand:

National Eisteddfod Academy
Unit 103, First floor
284 Oak Avenue
RANDBURG
2194

OR

By registered mail:

National Eisteddfod Academy
PO Box 1288
RANDBURG
2125

OR

By courier (Postnet) to:

Postnet Fontainebleau
Shop 16, Village Shopping Centre
Cnr. Rabie and 4th Street,
Fontainebleau, 2032

GUIDELINES FOR RECORDING THE PERFORMANCE:

- **IMPORTANT!** No recordings recorded at any other event (concert, show, etc.) will be accepted for adjudication in this competition. All submissions for the NEA Young Performer Awards Competition should be recorded in the format as outlined below.
- A professional recording is not required.
- Please note that NO editing of a recording is allowed, e.g. “tweaking” of intonation errors, etc.
- The camera position should represent the "eyes of the adjudicator", without zooming in and out, moving around with the camera, changing of camera angles, etc.
- Position the camera in a position where the full performance area as will be utilized by the performer, will be visible in the view finder. If necessary, zoom in/out until this can be obtained and then leave the camera stationary.
- **Background:**
Make use of a plain or neutral background as far as possible. Be aware of the contrast with the background, e.g. do not perform with a black costume against a black backdrop.
- **Lighting:**
Please ensure that there is sufficient light on stage or wherever the performance is being recorded. Light should come from the front to prevent shades on the face(s). (E.g.: do not record in front of a window with the light coming from the back.) Do not use any lighting effects when recording drama items. Lighting effects may be used when recording dance or contemporary music items as long as it does not affect the visibility of the performance. (It is difficult to adjudicate a performance that happens in the dark!)
- **Acoustics:**
Acoustics refers to the *audibility* of the sound in the room where the performance is recorded. The *clarity* of sound is of particular importance when recording speech items. A large empty room or any room without absorbent material (e.g. curtains, carpets, and soft furniture) will create a considerable amount of reverberation (echoing caused by the deflecting of sound from one wall to another, thus creating a very “lively” acoustical environment.) Although a level of reverb is often preferred for musical items, it is detrimental for clarity of speech and should be avoided.
- **Sound balance:**
Please ensure that the accompaniment (live accompaniment or recorded backing tracks) does not outshine the voice(s) when recording vocal and instrumental items. The recording should display a good balance between the voice/instrument and the accompaniment.
- **Recording the performance:**
Write your NAME & SURNAME, Grade & School (where applicable), NEA AWARDS ENTRY NUMBER and a BRIEF DESCRIPTION OF THE ITEM (e.g. English Monologue, Vocal solo, Jazz, etc.) clearly in PRINT on an A3 or A4 page. Hold this "label" up in front of the camera so that the detail is clear in the view finder and keep it there. Start the recording by pushing the record button and hold it for a count of 10 and then pause the recording. Get rid of the white page and get into the starting position for your performance. Then push the record button again and continue with the performance until the end. Do not at all stop or pause the recording during the performance. If anything goes wrong, you need to start all over again, including holding up the "label".

- Copying the recording onto DVD:
The first step would be to import the recording from the camera onto computer. **Do NOT edit the video.** Once this has been completed, select the appropriate file and **copy and burn it onto an unused DVD.** After the file has been burnt onto the DVD, eject the DVD and finalize it if it is requested. Then put the DVD back into the DVD drive and check whether you can open and play the file on your computer. If this was done successfully, clearly mark the DVD with the NAME & SURNAME of the participant(s) as well as the NEA AWARDS ENTRY NUMBER.
- Final step: Put the DVD in a proper cover, attach a copy of the entry form and put everything a (preferably!) in a bubble envelop and mail or courier to the address as provided above. More than one DVD can be included in one envelope if needed. You are advised to register the envelope and to mail the tracking number to entry@eisteddfod.co.za together with a copy of the entry form.