

All -

Below you will find information about accessing the TEST audition portals for the 2024 NMEA All-State Ensembles. Thanks in advance for reading this (lengthy) email thoroughly. **This is only intended to give you an opportunity to experience the system before submitting real student auditions until August 31. Under no circumstance are you to send us application fees yet. Also, any student recording on these TEST portals will NOT be transferred to the real student audition portals in September!!**

The process detailed below is shown on this YouTube video (by me):

<https://youtu.be/5cO4QX9QBkA>

FestivalScores also provides a tutorial video linked on the Director login page. It can also be accessed here: <https://youtu.be/KieuJ2ReQmk?si=4hb0bdWGyZ4Iiydd>

1. Go to the "Directors" page of Festival Scores by clicking the button on their homepage or this link: <https://system.festivalscores.com/directors/>
2. Create a new Director account by clicking "Create New Account" and log on
3. Go to "Schools" -> "Add New School" and create your school/organization profile. If there are multiple directors submitting applications, please take great care to MATCH info, especially the school name!!
4. Now go to "Students" -> "Add Student" and create as many student profiles (real or not) as you want. The \$25 application fee no longer is charged when you create a profile; you're only charged once the audition process is complete. To that end, it would be a good idea to add your students who plan to audition now as this will save you time down the line.
5. **All student profiles MUST have the "Group Preference" field filled out**, even if they are auditioning for only one ensemble. If a student is auditioning for multiple ensembles, please list IN ORDER which ensemble they prefer if they're selected for more than one (i.e. "Band, Chorus, Jazz Band, Orchestra"). **NOTE: ALL** Flute, Oboe, Bassoon, Clarinet, Trumpet, Horn, Trombone, Tuba, and Percussion auditionees MUST list their preference for Band and Orchestra. Please do the same for "Instrument Preference" if they are auditioning on multiple instruments.
6. Go to "Audition Events" -> "Activate New Event" and use one of these codes (note: you can go back and add more if desired)

BAND: NZDPCSC

CHORUS: YWYX86W

JAZZ BAND: CWCH5SN

ORCHESTRA: 22ZHFCN

Pro tip: to make this go quicker, instead of scrolling through all the drop-down menus click the menu and type on your keyboard which letter/number you want, then hit "enter."

Once you confirm activating the event, you can then add recordings by clicking "Entries" on the top of the page and clicking "Manage Entries" on the ensemble. Once every recording is uploaded on an entry,

you'll see the fee reflected on the "Fees" page and clicking "Audition Invoice." **AGAIN, this is for demo purposes ONLY. DO NOT SEND US PAYMENTS YET.**

As always, please reach out if something doesn't make sense or you have any issues. I can be reached at (402) 216-8047. The TEST audition portals will close **after August 31.**

Also, if you know emails for people that moved jobs, please forward this along as my contact info may not be totally up to date.

Thanks!!



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