

ANZCA Digital Examinations format in 2020

In 2020, ANZCA has devised a new examination format which allows students to continue with their studies throughout lockdown and social isolation restrictions. Because of the uncertain nature of the COVID-19 pandemic, we are continuing to offer exams in this digital format in Series 2 and 3 so students, teachers and parents can have some certainty in preparing for music examinations. If face-to-face examinations are possible in your region/state and this is your preference, we will still make every effort to schedule your students' exams in this way.

Video Examination process

Students up to Grade 6 are required to present only Technical Work and pieces in 2020. Students record their exam and upload it to ANZCA via a Dropbox link. **Students are required to submit a "practice video file" so they are familiar with the process on exam day. (More details below.)**

Candidates from Grade 7 and above will have their exams conducted by Zoom/Skype for the Technical Work, Aural Tests, Sight Reading and General Knowledge. They will then record their pieces and upload them to ANZCA.

Accompanists

Please note that the existing accompanist requirements for each respective syllabus will remain for the video-exam format. In many cases, your students will already be using recorded accompaniments for practice purposes, and these would also be acceptable to use in their exam.

If students have been preparing with a live accompanist, we suggest the accompaniments be recorded and the student practise with the recordings, so they are used to them before the exam.

However, if a live accompanist can be used within COVID-19 regulations, this is acceptable also.

Here's a brief overview of the Video Examination process:

1. *Student records their performance either at home or at the teacher's studio, on a mobile phone or video camera.*
2. *The teacher or parent can be present during the exam and ask the student the technical work and also introduce each piece **only**. Coaching is not permitted under any circumstance.*
3. *A printer or iPad/tablet is required to retrieve the Tech Work, which is emailed before the start time.*
4. *The student uploads the file to ANZCA immediately after completing the exam.*

**There's lots more detail on the following pages.
Remember if you're unsure about anything, please make contact.
There's plenty of time before the exam date to learn the process.**

Video Examination format

- Students record their examination at home or at the teacher's studio on a mobile phone, tablet or on a video camera. Mobile phone quality will be more than adequate for the task.
- It's recommended that the video quality be set to 480p if available. If this is not available, then select 720p in the Video settings. Please do not choose 1080p or 4k recording, as the file size will be too large for easy upload. The best rule is to choose the lowest video quality setting **from at least 480p**. Audio quality should not be affected by the choice of video quality.
- Students from **Preparatory to Grade 3** present Technical Work & 3 pieces ONLY:
 - Each section is worth 25%.
 - There is no other requirement – General Knowledge, Sight Reading and Aural Tests will not be assessed this year.
- Students from **Grade 4 to Grade 6** present Technical Work & 4 pieces ONLY:
 - Each section is worth 20%.
 - There is no other requirement. General Knowledge, Sight Reading and Aural Tests will not be assessed this year.
- Candidates from **Grade 7 and above** will have their exams conducted by Zoom/Skype for the Technical Work, Aural Tests, Sight Reading and General Knowledge. They will then record their pieces and upload to ANZCA.

Exam Process

- For students taking video-recorded exams, the teacher can nominate their preferred examination dates.
- If a teacher has more than one student, they can all sit their exams simultaneously, or, if the teacher needs to be involved in running the examinations remotely, they can be scheduled sequentially.
- Timetables will be arranged by the office according to the teacher's preferred date and starting time.
- Technical work will be emailed to the teacher and the student (both) 15 minutes before the examination time. This must be printed (or available on an iPad or tablet) and ready for the student to commence at the scheduled time.

Please note: only videos recorded in a single take will be assessed.

There can be no "cuts" in the video; it must be continuous from the start of technical work until the end of the final piece.

- Students are encouraged not to rush between sections and can take up to 30 seconds between pieces to prepare for the next piece.
- The student's name and their teacher's name should be stated at the start of the video. Each technical item and piece should also be named before it is played.



- Technical work instructions will be simple and clear and given on a single page. For example:
 - C Major – two octaves – RIGHT HAND
 - G Major – two octaves – hands together
- Students are encouraged to take a few breaths between scales. There is no need to rush.
- **All students must submit a practice video** approximating the exam length in the weeks leading up to the examination. (*No later than one week prior to their exam date.*) This need only contain one piece and the remainder can be anything at all (e.g. a blank wall). We will then advise you on camera angle, file size, sound quality and any other relevant matter.
- If the teacher is holding the examinations in their studio they should practise the upload process.
- ANZCA Practice Video Link: <https://www.dropbox.com/request/zNIE9OIQidx36mEDRh4Q>

Camera Angles

The camera must be place the camera on a stable surface – not hand held.

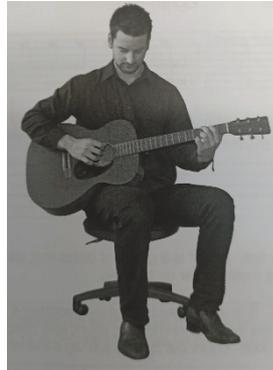
The required set up/angle for different instruments is shown below:



PIANO STUDENTS: Note that the pedal / feet and keyboard are clearly visible



SINGING STUDENTS: Select the angle from the front and from the hips up.
Also VIOLIN, WIND & BRASS STUDENTS



GUITAR STUDENTS: *This is the required angle*



DRUM STUDENTS: *This is the best position*

File Upload at completion of the exam

- Every student will be emailed a **File Upload Request** from ANZCA when the Technical Work is sent at the start of the examination process.
- **IMPORTANT:** Nothing is needed other than the link in the email which the office will provide.
- Uploading the file is an easy process. Just follow the instructions on the screen. You need to know where the file is stored on your mobile phone (e.g. Camera Roll).
- It's best to provide an email address that can be easily accessed from the mobile phone which will record the video exam. It's easiest to upload from the phone or device the recording is made on.
- If examinations are held in the teacher's studio, there will be 15 minutes allocated between each exam for file upload. This is also an opportunity to prepare the studio for the next student with appropriate hygiene measures.
- Exams held at a teacher's studio will still have technical work emailed 15 minutes before the scheduled starting time for each student. **Technical work will not be emailed as a group** at the start of each day.



MORE IMPORTANT UPLOAD INFORMATION

When the video examination is completed, the video file must be uploaded immediately. The following time limits apply for each grade:

Introductory	25 min after examination start time.
Preparatory	25 min after examination start time.
Preliminary	25 min after examination start time.
Grade 1	25 min after examination start time.
Grade 2 & 3	30 min after examination start time.
Grades 4, 5 & 6	35 min after examination start time.

Having trouble?

Please be aware that files not uploaded within the given time frame **may not be assessed**.

It's important that you contact us immediately if you are experiencing difficulties with your upload.

Phone: (03) 9434 7640

Email: admin@anzca.com.au with your phone number and we'll call you straight back.

Need more help?

Please contact us at admin@anzca.com.au or phone (03) 9434 7640

Because all staff are working from home, we only have one phone line.

Please try calling again if you don't get through on the first try.