

Video exams guide

Use this guide for AMEB Video Repertoire exams and Rockschoool Video exams submitted to AMEB SA & NT via SCORE.

Enrolling in a Video Repertoire or Rockschoool Video exam

Enrolling

Enrolling in a Video exam is much the same process as enrolling in an in-person exam. However, the following options must be selected when using SCORE:

- Location: Online
- Session: Video 1, 2 or 3

Before enrolling, please consider the process of recording (outlined below) and the role of the supervisor, when determining whether video is a suitable format for the candidate.

Preparing a Video exam

Preparing a Rockschoool Video exam

To find out more about how to prepare a Video Rockschoool exam, please visit the [AMEB Rockschoool website](#). When you've prepared the video, skip to the next section of this guide '**Submitting a video exam**'.

Preparing a Video Repertoire exam

AMEB's Repertoire exam format has no technical work, aural tests, sight-reading or general knowledge components that require communication between the candidate and examiner. The Repertoire exam can therefore be offered by video; candidates can record and submit their pieces for assessment by an AMEB SA & NT Examiner. Repertoire exams are available from P Plate to Grade 8 across all AMEB syllabuses, including For Leisure (with the exception of Band).

Recorded program lengths must not exceed the maximum lengths outlined in the current syllabus. Please review syllabus requirements to ensure the correct number of pieces are prepared according to the manual lists.

Important information:

- the number of works and the duration of the video must not exceed the maximum performance time as directed in the syllabus.
- it is important to test the recording process prior to recording.
- audio must not be edited or altered in any way, except to raise or lower volume as may be necessary. Candidates must not add artificial reverb.
- the recording must be done in one continuous take.

Camera and microphone

A high-quality recording device should be used, such as:

- A recent-model smart phone or tablet might be suitable (test both audio and vision). For most recent devices, the built-in microphone and camera will be sufficiently high quality. If your smartphone handset is compatible, audio may be further improved by the use of a plug-in microphone, such as a: Zoom iQ7; Shure MV88; RØDE iXY; or RØDE VideoMic. You may also find that recording on a mobile phone is made easier by using an app that allows manual control of audio, such as FV-5 (supported Android devices) or Filmic Pro (IOS devices and some supported Android devices).
- A recent-model laptop or desktop computer with a reasonable front-facing camera built in (if your computer does not have this, a good quality webcam may be suitable).
- A portable audio recorder capable of capturing video (such as a Zoom Q4 or Q2n).
- Minimum recommended recorded resolution is 720i or 720P, with a maximum of 1080i or 1080P (Full HD). This will ensure that file sizes are manageable and the quality is suitable for examination.
- It is important to do a test recording to check how the microphone (in the device) is responding and ensure that the instrument is placed an appropriate distance from the recording device (or that the microphone level is set appropriately) so that sound recorded isn't clipping/distorting (this sounds like static and can occur with higher volumes at particular frequencies). If the sound recorded is frequently distorting you may need to experiment in a larger room. If you are using a microphone or recording device, you might need to lower the 'gain' on the input signal.
- If the recording device receives notifications of any sort, it would be useful to put the device in 'Airplane/Flight mode' or 'Do not disturb' before recording. It is also important to check the device has enough battery power or is plugged in.

Positioning

We also recommend a horizontal/landscape-orientation of the device used for video.

- The camera must be positioned:
- to capture the performer's face, both hands and the instrument. If feet are used to perform (e.g. piano pedalling), then feet should also be visible.
- in a quiet location with good lighting and minimal ambient noise. Please avoid recording in very reverberant places such as a bathroom or stairwell, as they can interfere with recorded sound and make it difficult for an examiner to assess your performance.
- to capture both candidate and accompanist (or recorded accompaniment). Both should be clearly audible and the recorded sound should be balanced. If using a recorded accompaniment, spend some time getting a good balance between the recording and your live performance. The candidate should be clearly heard, while feeling connected to the accompaniment part. It is worth experimenting and producing some test recordings to ensure the balance is good.

Supervisor's role

An adult must supervise the recording and certify that the performance was by supervised them, and recorded in one take without teaching/coaching assistance. The supervisor must:

- Stand in front of the camera and introduce themselves as supervisor and say their full name, the date and time and read the Enrolment Key (a 10-digit, alphanumeric key unique to the enrolment, e.g. SANT345678).
- If a candidate is over 18 and lives alone, they are permitted to act as their own Supervisor.
- Provide a copy of their photo identification (current drivers' licence or passport) via the submission form.
- Submit the recording on behalf of the candidate.
- The supervisor can be a parent, accompanist, friend (over 18), relative or teacher.

Candidate's role

- After the supervisor has commenced recording and stated their own name, the date, time and Enrolment key, the candidate must introduce him/herself e.g. "My name is Jane Smith", and state the name of the exam they are enrolled in, e.g. "I'm doing Piano for Leisure Repertoire, Grade 4."
- The candidate should then introduce their first piece, stating the name and composer, before performing. Each piece should be introduced similarly. Gaps between pieces should be minimal.
- The recording should cease immediately after the last work has finished.

Submitting a video exam

There are three parts to this process:

- Uploading the video to YouTube,
- Attaching the Video and submitting repertoire via SCORE (along with Copyright Declaration), and
- Completing the online Video exam submission form.

Uploading a video to YouTube

[Use this guide to upload the video to YouTube](#)

Please note, due to Copyright restrictions, recordings cannot be posted online except as unlisted YouTube videos, and these videos cannot be shared or used for any purpose other than AMEB examination. Videos uploaded to YouTube should remain on the platform for the duration of the examining year, after which it is the responsibility of the YouTube account owner to remove it.

Attaching the Video and submitting repertoire via SCORE

1. [Log into Score](#) as an Enroller.
2. Go to My enrolments.
3. Find the enrolment for which you submitting a recording, and click on the red bubble 'Repertoire required' which appears directly below.
4. Add information for each piece in, as required and then click 'Submit Repertoire'
5. Click on the Options button beside the enrolment in the My enrolments view.
6. Select Attachments -> Add attachment. A pop-up window will appear.
7. For the Name of attachment box, please enter the description: "Video exam submission"
8. Select URL from the drop-down menu beside Attachment type.
9. Copy and paste the YouTube link into the URL field.
10. Click Submit, then:
11. *Complete the linked form below.*

Submitting the video to AMEB SA & NT

To submit a video recording, [please use our online form](#). The form must be submitted by the supervisor of the video.

After submission – Video Repertoire exams

- Videos are checked by administrative staff to ensure the audiovisual quality is sufficient, and that the supervisor and candidate have commenced the recording as per requirements.
- The video is scheduled for examination as per the timeline stated in the current Exam Dates.
- Once examined, the result and report will be released and notification will be emailed to the enroller. The time between submitting and receiving the result and report may take up to 8 weeks for less common subjects.
- If successful, the candidate's certificate will be printed and the enroller will be notified.

After submission – Rockschoool Video exams

Examination timeframe

Rockschoool Video exams are scheduled to be examined in the next (upcoming) Rockschoool in-person session, provided they are submitted no less than one month prior to the commencement date of the session.*

Enrollers can expect to receive their candidates' results and certificates 5-7 weeks after the date scheduled for examination, but we will always endeavour to give them to you as soon as possible.

Reports

Once a video exam has been assessed, the examiner will provide a PDF of the report. This will be uploaded to SCORE and become accessible to the enroller once they receive a notification advising it is available.

E-Certificates

Rockschoool certificates usually available for successful candidates 6-8 weeks after the exam result has been released.