

DMTA ZOOM RECITAL PROCEDURES

1. Teachers should confirm with each participating student that they have downloaded the Zoom app to their device and are somewhat familiar with it. Once recital programs have been completed by the Event Chair, **STUDENTS WILL NOT BE ALLOWED TO CHANGE RECITAL TIMES. EACH TEACHER IS RESPONSIBLE FOR FORWARDING THE CORRECT ZOOM MEETING LINK TO EACH OF THEIR PARTICIPATING STUDENTS.**
2. For their performance, students should position their device/camera in a way that shows their side-body and hands and music stand of the piano. It should be visible that they are performing from memory. If possible, students should adjust lighting and/or curtains/blinds to ensure best visibility for the camera.
3. As students and teachers “Join the Meeting”, the host or event Chairperson will verify attendance of all performers. Students should sign on 5 to 10 minutes before start of recital time to test their microphone, sound, and to make any necessary adjustments.
4. When the recital is ready to begin, the host will “Mute” all meeting attendees.
5. The host or event Chairperson will ask the first student to prepare and will “Unmute” them for their performance. Students should still bow, even though applause will not be heard.
6. The host or Event Chairperson will continue to Unmute and announce each student as it is their turn to perform.
7. After the final student performs, the host will “Unmute” all attendees so that we can applaud and congratulate all performers. The Chairperson can close the recital by recognizing the trophy recipients.
8. The host will then end the meeting and prepare for our next recital time.

TO IMPROVE SOUND QUALITY PLEASE TRY THE FOLLOWING:

Enabling Original Sound On A Computer:

1. Make sure you have downloaded the Zoom app to your computer.
2. Open the Zoom app.
3. Click on “Settings” (the gearbox in the upper right corner).
4. Select “Audio”.
5. Turn off “Automatically Adjust Microphone Volume” and then select a level that is 3/4 to full.
6. Click on “Advanced”.
7. Click on “Show in-meeting option to enable original sound” from the microphone.
8. When you join the meeting – on the upper left of your screen you’ll see the ability to “Turn off or turn on original sound” – please do this before the recital begins (turn it ON).

Enabling Original Sound On A Device:

1. Open the Zoom app.
2. Click on “Settings” at the bottom.
3. Click on “Meetings”.
4. Scroll down until you see “Use Original Sound” – turn this ON.
5. When you join the meeting, click on the three dots along your bottom menu bar where it says “More”.
6. Click on “Enable Original Sound”.