

RECORDED P PLATE PIANO EXAM GUIDELINES

Information for Teachers, Account Holders & Candidates

Recorded Exams are available for all Candidates who are unable to attend an exam centre in person. The following is required of all **Recorded P Plate Piano Exams**. If you are completing another grade or Diploma, please see that separate guideline. Please note that these requirements must be met to ensure your exam is eligible to be assessed.

SUPPORT DOCUMENTS

PLEASE READ THESE FIRST

We have lots of resources to help you get set up, and put your best foot forward, for your Recorded Exam. These are intended as compulsory reading prior to undertaking your Recorded Exam, and include required documents that accompany your exam recording. Please visit the AMEB Tasmania website for:

- Tips for setting up your Recorded Exam.
- How to submit a Recorded Exam recording file.
- Supervisor Statement of Confidentiality.
- Link to APRA Copyright Declaration Form
- Recorded Exam Terms and Conditions

P PLATE EXAM RECORDING GUIDELINES

Candidates are required to record the entire performance of all works in a single recording. The recording may be done at any time from point of enrolment up to the exam due date. Due dates will be advised with a minimum of two weeks' notice. The recording must be done completely in one sitting. A supervisor, over 18, will be required to confirm that the exam performance was recorded in one take without teaching/coaching assistance.

The program of works must adhere to the relevant Syllabus. The number of works and the duration of the recording must fit within the specified performance times listed for the particular instrument and grade.

Before You Start

1. Download and complete your Repertoire Form from [Score](#) – this on the last page of the exam notification, where you list the works prepared. Scan and/or Save this in preparation for submitting your exam recording.
2. Review the supporting documents as provided on the AMEB Tasmania website.
3. Start by checking your set up and that you are ready to commence recording your exam performance. If you are using recorded accompaniment, check that this is at hand and the playback volume is appropriate.
4. Have your Supervisor (aged 18+) standing by so that they can attest that the exam performance was recorded in one take without teaching/coaching assistance.
5. Just like the face-to-face exam, your family can attend your performance.

Prepared by AMEB Tasmania 06/05/2020, Updated 23/02/2021.

The AMEB in Tasmania is administered by the Conservatorium of Music, University of Tasmania

RECORD YOUR EXAM

1. Start your recording.
2. Announce to the camera:
Your name
Your Exam key (this will start with TAS followed by numbers)
3. Announce the title and composer of each piece before performing it. You may perform the repertoire in any order.
4. Once all pieces are performed in their entirety, stop the recording. Congratulations! You've just completed your performance component. Don't forget to get it to us.

Final Steps

1. Save your Exam and edit the file title so that we know it's yours. This **MUST** include the Candidate's name and, ideally, the Exam Key.
(eg Joan Sutherland TAS123456)
2. Provide to AMEB Tasmania (Please see Upload Guidelines):
 - a. Exam recording
 - b. Repertoire Form (completed with your list of pieces)
 - c. Signed Supervisor Declaration

Once the final submission deadline for your exam "day" has passed, all exam recordings will be provided to an AMEB Examiner. They will assess your performance, following which you will receive your official report and result. The result will have the same status as the result of a face-to-face exam and we will post out your report and certificate.

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