# SD-ACDA Junior Honor Choir through OPUS

# FREQUENTLY ASKED QUESTIONS

1) I do not have, or have forgotten my login ID for www.acda.org or www.opusevent.com .

*Please contact ACDA National office at 405-232-8161 or email membership@acda.org. In general, it is your first name_last name, and the password is your membership #.*

2) I cannot get past the first screen on the application wizard. There is no option to select "Next" or "Cancel".

*This is most likely caused because your web browser is zoomed in (usually for people with visual impairment). Select "zoom out" and you should see the "Next" or "Cancel" button.*

3) It is taking FOREVER to upload the audio files, why is this?

*It is because you are trying to upload files that are not in an .mp3 format. Please use iTunes to convert other audio files to an .mp3 format. Please visit http://support.apple.com/kb/HT1550 to find out how to convert audio files.Also look for iCool soft MP4 converter.*

4) How do I know if my application is complete? Do I receive a confirmation email?

*MAYBE. Confirmation emails are sent to the DIRECTOR only (assuming the correct email was entered when applying). In the application - look for a rose colored box to indicate that the application is incomplete. For the audio files - you will notice either a red "X" or a green check to indicate a successful uploading.*

5) Is it okay if I save the files as a .WAV, .AIFF, .AAC, .3GP, .M4A, or .M4P file?

*NO. Files must be saved as .mp3 only. Please use iTunes to convert other audio files to an .mp3 format. Please visit http://support.apple.com/kb/HT1550 to find out how to convert audio files. There is conversion software available for both MAC and PC.*

6) Is an external microphone required, or can the recording be made with the Mac's built-in mic?

*An external microphone is not required, but is recommended for better quality.*

7) I can't find any information on how we are supposed to label the mp3's of submitted for student .

*You can label the MP3 files with any name you choose. Once you upload the file to the submission website it is assigned a number that corresponds with the singer. This is to ensure anonymity from the screeners. A suggestion would be student name and then 1 for scale, 2 for America, and 3 for song.*

8) Can I create a demo student to try out the application process?

*YES. You can create as many demo students as you like. The applications are not complete until you pay for them and submit the audio files.*

9) Two teachers are working together for the submission of over 30 recordings - both from the same school, both ACDA members. Can we do this as we go, or side by side, or altogether?

*YES. Multiple people can work on submissions at the same time as long as they use the same login. However, you can't fill in part of a section and come back to it. The system will not let you move to a different part of the application until the current section is complete.*

10) I am having individual students pay for the audition fee. How does it work since I have to enter payment with a credit card?

*We suggest that you collect payment from students and pay with a school credit card or your own. Unfortunately, the system does not allow checks or individual cards.*

11) When will the choir selection be announced?

*By November 1. The music director of the singer will be notified along with a list posted on the SD-ACDA website.*