

Instructions for making your recording of *Silent Night* on “Upbeat Perform”

Important information:

- You do NOT really need to read the following pages *ahead of time*. I designed this to be side-by-side with your computer during your recording process. You *may* practice your singing ahead of time, and that’s a good idea!
- When you do get to Upbeat and you’re trying to figure this all out, TAKE YOUR TIME. Upbeat will not rush you. You can take as much time as you need before clicking “continue” at each step.
- **Practice the “tech” first!** All of the procedures following, can be “practiced” as much as you want, even before you go to make your recording. You can experiment with all of the instructions, up to “Done” in #6. You *can* play around with calibration on #6, just don’t hit “Done” if it’s just your experiment. Nothing will really be “done” until you click “done,” so you always have the option to:
 - go back and either experiment again or make your recording
 - “x” out the Upbeat tab or window completely and come back to it another time.
- I can help you! I have experience giving tech help over the phone and I’m very patient. I’m not a tech expert, but I’ve learned a few things about the Upbeat app. We could also do a zoom together if you’d like.

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Ready to give it a try?

Place your music and music stand near your computer or laptop. We’ll want to SEE you! You’ll need to be near your computer in order to plug in your earbuds or headphones, and it will be best, in terms of seeing you, if you can also be facing the screen as much as possible.

These would be **HELPFUL** when you make this recording on the Upbeat app:

- a tripod, shelf, or object that allows you to have your recording device (laptop, computer, or Chromebook) at eye level. A music stand will work if it is very, very sturdy.
- good lighting (lamps, sunlight through a window)
- a clear, uncluttered wall behind you
- **optional: a candle, real or battery-operated, which will make a nice effect if you can manage it while singing**

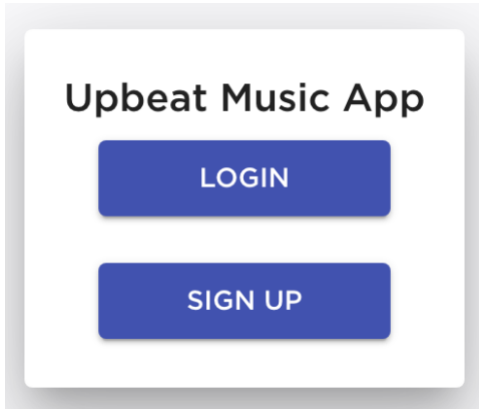
Note about your sheet music set-up: you can use a hymnal if you own one (if it belongs to the church, ummm, please give it back once we go to in-person services!) or print out the music. If you’re holding the music, keep it upright so that the video doesn’t record you staring downward. At the same time, be careful it doesn’t block the picture of *you* in the camera. You *could* do what I do, which is a great solution, but it’s a little tricky. Download the music from the church website and open the music on your computer. It’s a pdf, so it will open in Adobe Acrobat Reader, Adobe Acrobat, or Preview. With the sheet music open, now open the Upbeat Perform screen online so that you have both open. The tricky part is that Upbeat *has to be in the foreground* through the beginning of the count-off. Once the count-off has started, you can switch to bringing the sheet music forward. If you start recording and do NOT hear the piano accompaniment, you’ll need to REDO, making sure that the Upbeat window (or tab) is in the foreground.

1. Click on link for Upbeat Perform:

<https://play.upbeatmusicapp.com/perform/record?id=BCDDA88A5443A873>

You will see one of the two screens below:

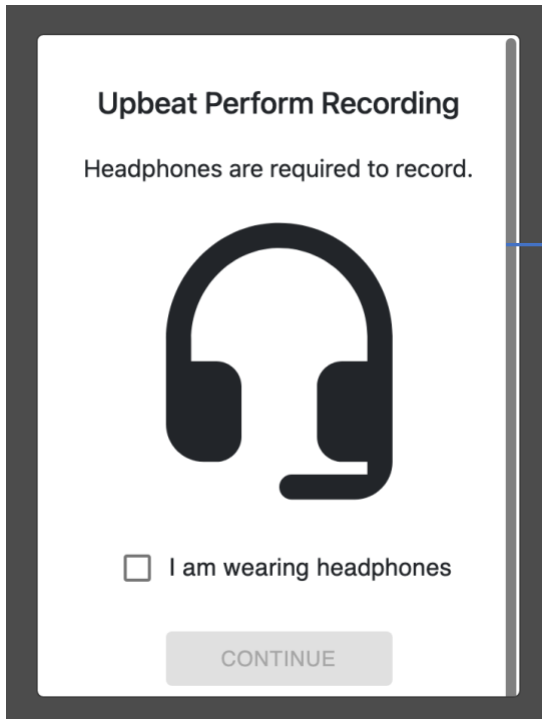
If you see this,



Login, if you have an account.

If you *don't* have an account, sign up for one. It's free, and you will **NOT** have to enter a credit card. You should then see the screen below. If you don't, click on the link in #1 again.

If you see this,



Be sure you have *wired* (not wireless) headphones or earbuds, that they are plugged in to your device, and then...

...click the box "I am wearing headphones."

Then click continue.

2. After clicking continue, above, you'll see this screen:

Enter your first name
Enter your last name

Click the arrow to the *left* of the 1:
This is a drop-down menu. Find your voice part, though that's not crucial. You have to fill in *something*, but it doesn't matter what!

Click the "continue" button; it will "light up" once you've completed the information on this screen.

3. After clicking continue, above, you'll see this screen:

Camera and Microphone settings should be correct because Upbeat will detect what camera and mic you are using.

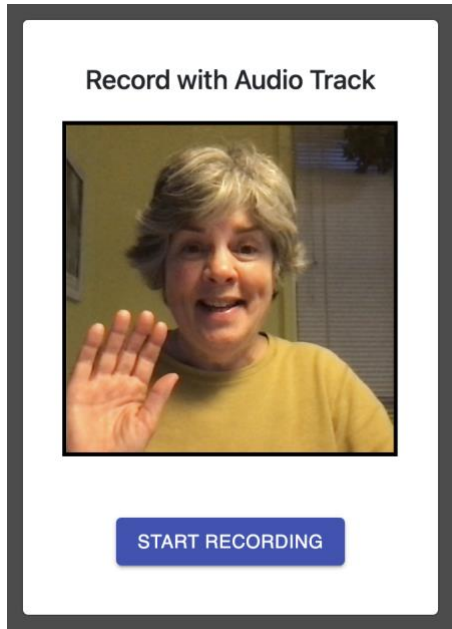
"Metronome" just gives you a choice of metronome sounds.

Click on the tuning fork icon and choose your starting note. If you're singing the melody (the top part), your pitch is F. Alto is D, tenor and bass are Bb.

The pitch will play until you click it again.

Then "continue" and...

4. You will see two videos in the screen: one of Carol who will be conducting you while you're hearing her play the piano, (It will not be this goofy one of *me* waving at you), and the other one will be of YOU in the video screen! It will (I hope) say "record with VIDEO track," not audio track.



The video track you will be recording with is exactly that same one you have practiced with.

Make sure you are well-placed in the video of you!

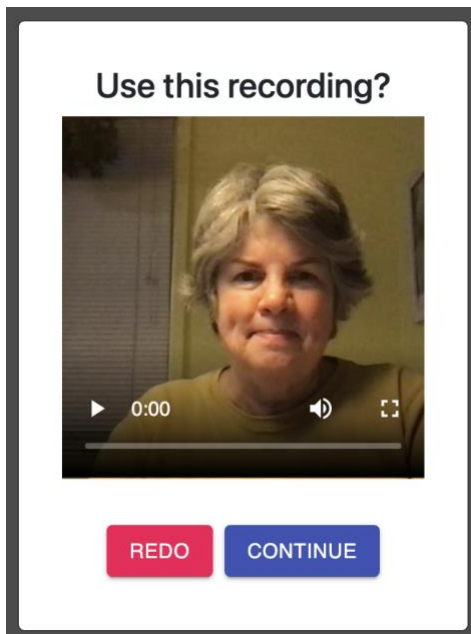
IF YOU ARE USING A CANDLE, NOW IS THE TIME TO LIGHT IT OR TURN IT ON.

With your headphones on, hit "start recording." *Really listen to the recording so that you are together with it.*

As soon as you press "start recording," you'll see "get ready." Then you'll get 6 beats of piano introduction/count-off. The music will start right after those six beats, and that's exactly when you start recording. If you don't get a good start, click "stop recording" and then "REDO."

note: Be sure to BREATHE during the piano introduction!

5. When you and the backing track have finished, SMILE for the camera and hit "stop recording." You'll see this kind of screen, again, with YOU-in a mirror image-and not me!



Use this recording? You get to decide.

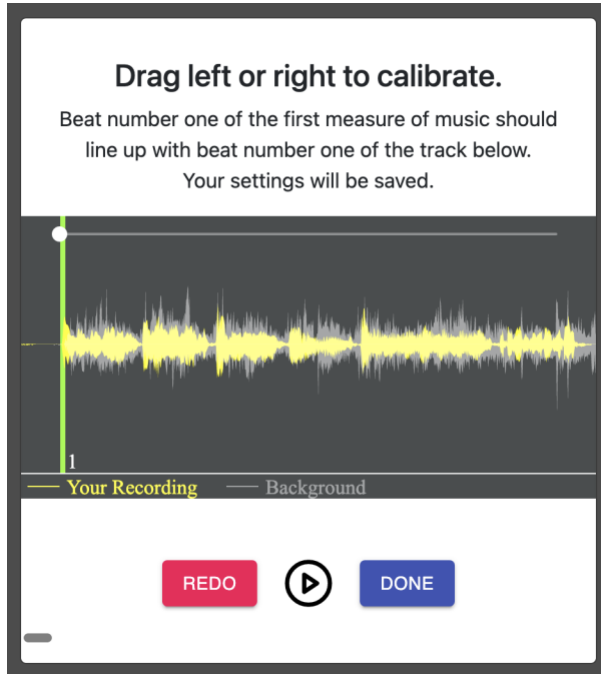
If you would like to *listen* to it first to see how you sounded, press the play arrow, which is to the left of the numbers. Keep your headphones on.

If you think it was pretty good, press continue.

If you would like to sing it over again click REDO. If you click REDO, you will be returned to step 2 and you'll record the tune again.

Once you're satisfied, click CONTINUE.

6. Now comes the final and fun part – you’ll be “calibrating” your recording so that it will line up with the backing track and therefore will also line up with everybody else’s recordings! (If you have trouble with this, Carol and I can recalibrate *your part* after it’s submitted, so don’t get nervous if you feel you didn’t get this just right.)



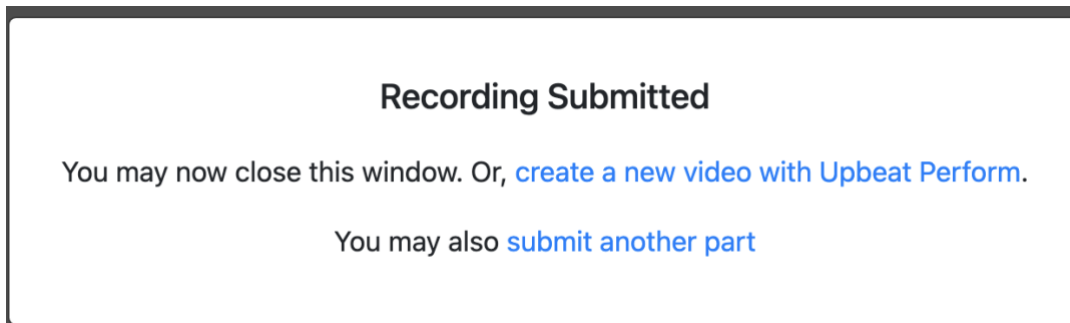
This box is showing your performance as a “squiggle” or, in technical terms, a soundwave.

The backing track (the gray soundwave) is already lined up with the green vertical line, which is beat 1. The backing track (gray) *might* start before the green line, because of the introduction.

With your mouse or trackpad, you can move your soundwave (yellow) left or right so that it lines up with the backing track and has your first beat on the green line.

You can also check it by listening to the recording (the “play” button in between “redo” and “done.”) **DO NOT HIT “REDO” unless you want to play the whole tune over again!** Once you’ve finished, click “DONE.”

7. Your final screen will look like this:



(Please do NOT submit another part, unless you’ve talked with Carol Strome about it.)

Your recording has been submitted. You may now close the Upbeat tab or window. **You did it!**

When everyone has submitted their parts, I’ll have the complete video recording and will send it to you. Thank you for participating!