

**Talent Academy 2023  
Preparation Notes and Checklist for Year 1 Music Applicants  
DSA-Secondary (PSLE Applicants)**

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**TALENT ACADEMY 2023**

**(A) Checklist**

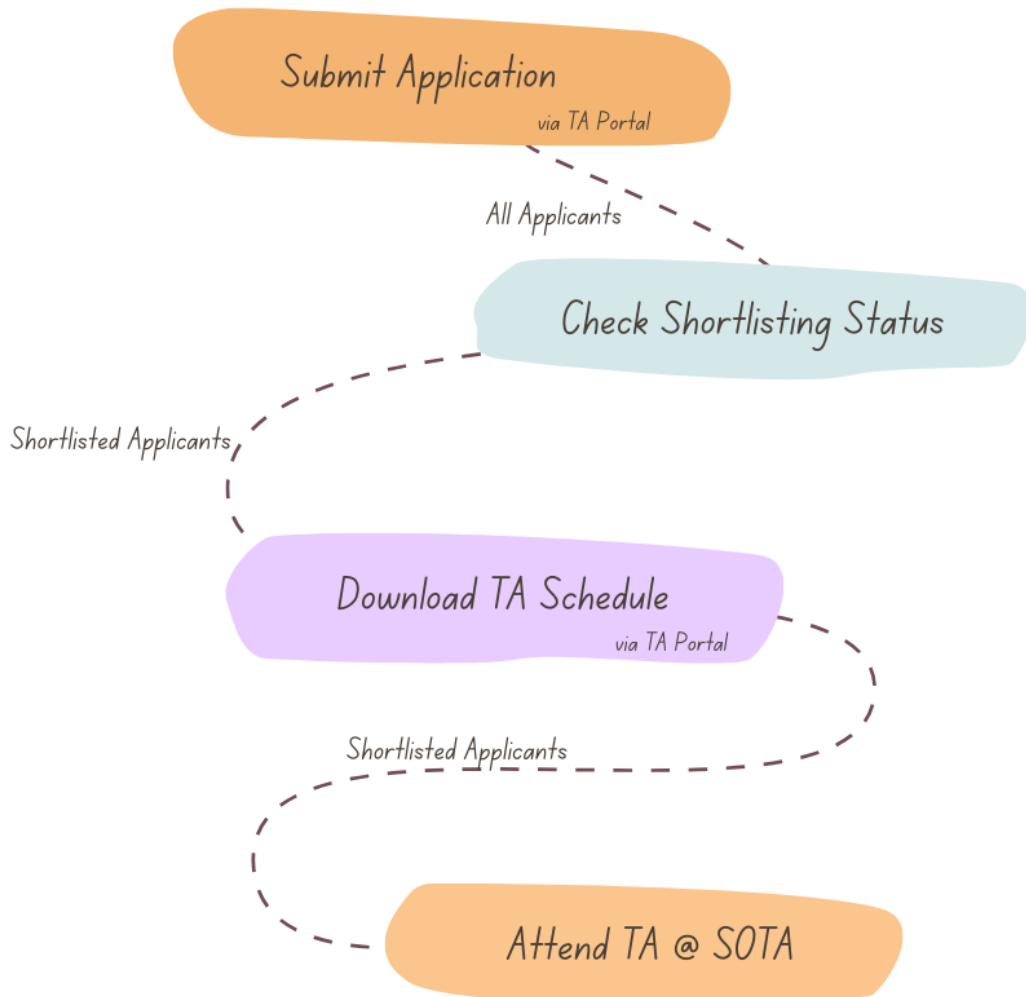
**(A.1) for Submission of Supporting Documents to be uploaded via the TA Portal**

- It takes about 45 minutes to 1 hour to complete the entire application for **ONE** (1) artform, provided that the portfolio submission and all supporting documents have been prepared in advance.
- Submit your applications early, as the TA Portal may experience slower connectivity due to high traffic towards the close of the application period.
- There will be no extension of deadline for submission of application. Incomplete applications will be disqualified. Appeals for late submissions will not be considered.

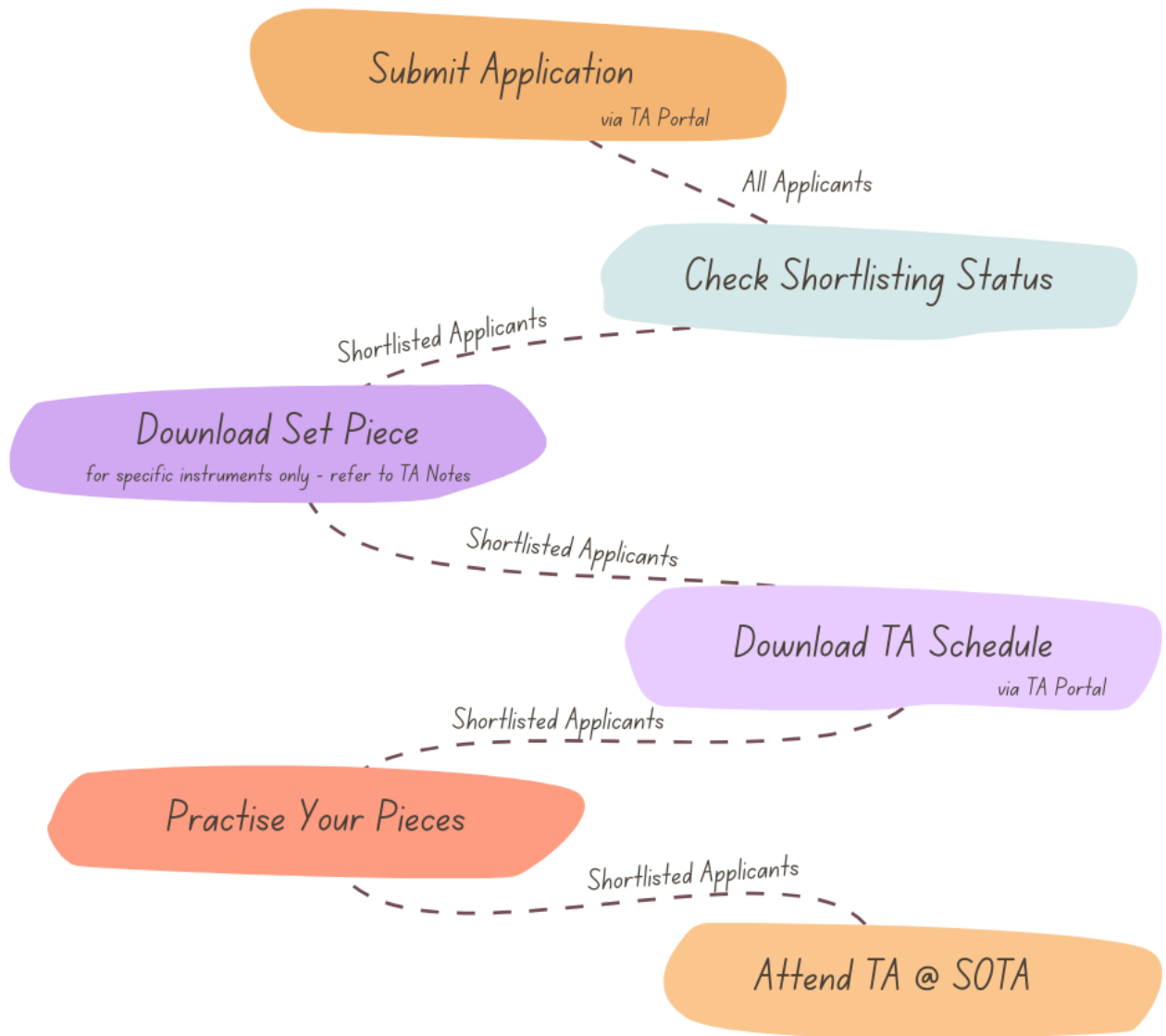
S/N	Category	Document Title						
1.	DSA-Sec	<p>(1) Applicant’s Identification Document</p> <table border="1" data-bbox="536 629 1441 741"> <tr> <td>Singaporeans</td> <td>Birth Certificate or Citizenship Certificate</td> </tr> <tr> <td>Singapore Permanent Residents</td> <td>Passport and Re-Entry Permit</td> </tr> <tr> <td>Foreigners residing in Singapore</td> <td>Passport and Dependant or Student Pass</td> </tr> </table> <p>(2) 1 Recent Passport-Sized Colour Photograph</p> <ul style="list-style-type: none"> <li>• Should be taken against plain white background.</li> <li>• Do not upload a full-length photograph.</li> </ul> <p>(3) Academic Results</p> <ul style="list-style-type: none"> <li>• Primary 5 End-of-Year results.</li> </ul> <p>(4) Mother Tongue Language In-Lieu Letter issued by MOE (if applicable)</p> <p>(5) Mother Tongue Language Exemption Letter issued by MOE (if applicable)</p> <p><b>Instructions:</b></p> <ul style="list-style-type: none"> <li>• <b>Upload</b> items (1) and (2) directly in the online application form via the TA Portal.</li> <li>• <b>Save</b> documents for Items (3), (4) if applicable and (5) if applicable into 1 folder.</li> <li>• <b>Upload</b> folder to Google Drive. <b>Ensure</b> that the privacy setting is set to ‘Anyone with the link’. <b>Paste</b> the shared link on the TA Portal in the ‘Paste the Link Here’ field.</li> </ul>	Singaporeans	Birth Certificate or Citizenship Certificate	Singapore Permanent Residents	Passport and Re-Entry Permit	Foreigners residing in Singapore	Passport and Dependant or Student Pass
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Singapore Permanent Residents	Passport and Re-Entry Permit							
Foreigners residing in Singapore	Passport and Dependant or Student Pass							
2.	DSA-Sec (Non-MOE)	<p>(1) Applicant’s Identification Document</p> <table border="1" data-bbox="536 1375 1441 1487"> <tr> <td>Singaporeans</td> <td>Birth Certificate or Citizenship Certificate</td> </tr> <tr> <td>Singapore Permanent Residents</td> <td>Passport and Re-Entry Permit</td> </tr> <tr> <td>Foreigners residing in Singapore</td> <td>Passport and Dependant or Student Pass</td> </tr> </table> <p>(2) 1 Recent Passport-Sized Colour Photograph</p> <ul style="list-style-type: none"> <li>• Should be taken against plain white background.</li> <li>• Do not upload a full-length photograph.</li> </ul> <p>(3) Academic Results</p> <ul style="list-style-type: none"> <li>• Grade 5 End-of-Year results.</li> <li>• Any Latest Results, if any.</li> <li>• All original transcripts not in English must be accompanied with a translated document.</li> </ul> <p><b>Instructions:</b></p> <ul style="list-style-type: none"> <li>• <b>Upload</b> items (1) and (2) directly in the online application form via the TA Portal.</li> <li>• <b>Upload</b> Item (3) to Google Drive. <b>Ensure</b> that the privacy setting is set to ‘Anyone with the link’. <b>Paste</b> the shared link on the TA Portal in the ‘Paste the Link Here’ field.</li> </ul>	Singaporeans	Birth Certificate or Citizenship Certificate	Singapore Permanent Residents	Passport and Re-Entry Permit	Foreigners residing in Singapore	Passport and Dependant or Student Pass
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Foreigners residing in Singapore	Passport and Dependant or Student Pass							

**(A.2) Important Milestones for Music Applicants**

# Music (Creating)



# Music (Performance)



## TALENT ACADEMY 2023

### (B) Preparation Notes for Portfolio Submission in Music (for all applicants)

Students specialising in Music will experience the spectrum of music, from voice and instrumental study to music theory and analysis, and composition. They will discover music from around the world and examine the development of music across traditions and history. They will also develop craft, perspectives, and dispositions of a musician, which will enrich their journey in any field beyond SOTA.

The Music Faculty offers two tracks – the Creating Track and the Performing Track.

#### **Creating Track**

You should consider applying to the Creating Track if your strength and interest is in the creative and conceptualization process.

#### **Performing Track**

You should consider applying for the Performing track if your strength and interest is on instrumental or vocal performance. Performing track applicants may receive an offer to attend the Creating Track during the Talent Academy.

Both tracks lead to the International Baccalaureate (IB) Group 6 Subject Music.

To apply, you should have completed at least two (2) years of musical training and involvement in a musical activity (e.g., school band, choir, ensemble) on any instrument. 'Instrument' here refers to voice and instruments of all cultures and traditions. You should be able to sight-read or sight-sing in at least one clef.

#### **(B.1) What to Submit for Music Creating Track Portfolio**

3 or 4 Items to Submit	Creating Track
(1) 1 video recording of a spontaneous improvisation	<ul style="list-style-type: none"> <li>● A video recording between 1-2 minutes of a spontaneous improvisation on any five pitches.</li> <li>● Please state the five pitches at the start of the recording.</li> </ul>
(2) 1 video recording on your principal instrument	<ul style="list-style-type: none"> <li>● The performance of 1 piece on your principal instrument. This piece should not exceed 5 minutes.</li> <li>● 'Principal instrument' refers to the instrument on which you are most comfortable to perform and audition for SOTA. You will not be permitted to switch your principal instrument upon successful enrolment to SOTA.</li> <li>● You <u>must</u> present your programme with an accompanist if the piece requires one.</li> <li>● Accompanists are <u>not</u> required for piano, traditional Chinese instrumentalists, and traditional Indian instrumentalists.</li> <li>● A minus-one CD or backing track will not be permitted (except for drummers, electric guitarists and bassists).</li> </ul>
(3) Music Scores/Sheets	<ul style="list-style-type: none"> <li>● Submission of music score/sheet of the works you have recorded.</li> </ul>
(4) Portfolio of 1 or 2 musical compositions ( <b>Optional</b> )	<ul style="list-style-type: none"> <li>● You may also submit a portfolio of 1 or 2 musical compositions.</li> <li>● Audio files alone are acceptable, but the inclusion of scores in any notational style are preferred.</li> <li>● You may also choose to include composer's notes with the pieces.</li> </ul>
How to Submit	<ul style="list-style-type: none"> <li>● Videos must be recorded in a single take (no editing); cannot be professionally produced.</li> <li>● <b>Save</b> videos, audios, music scores into 1 folder.</li> <li>● <b>Name</b> the folder with your full name.</li> <li>● <b>Upload</b> the folder to Google Drive.</li> <li>● <b>Privacy Setting:</b> ensure that it is set to 'Anyone with the Link'.</li> <li>● <b>Paste</b> the shared link of the folder on the TA Portal in the 'Uploaded to External Site URL' fields.</li> </ul>
Note(s)	<ul style="list-style-type: none"> <li>● Supporting documents, portfolios, and photographs submitted for shortlisting will be retained for the school's records.</li> <li>● Certificates, achievement records, testimonials, recommendation letters are not required.</li> </ul>

## (B.2) What to Submit for Music Performing Track Portfolio

2 Items to Submit	Performing Track	
(1) Video recordings of 2 performances on your principal instrument	All Applicants (Except voice)	<ul style="list-style-type: none"> <li>• Video of <b>two (2)</b> contrasting works on your principal instrument that demonstrate your best performance qualities.</li> <li>• Principal instrument' refers to the instrument on which you are most comfortable to perform and audition for SOTA. You will not be permitted to switch your principal instrument upon acceptance into SOTA.</li> <li>• Select the pieces with great care. Present the pieces of contrasting nature, which display your musicianship and technical proficiency.</li> </ul>
	Voice Applicants only	<ul style="list-style-type: none"> <li>• Video of <b>two (2)</b> contrasting works that demonstrate your best performance qualities.</li> <li>• For Carnatic, Classical Hindustani, Chinese Traditional voice applicants – please submit 2 contrasting pieces from this tradition).</li> <li>• Voice is included as a 'principal instrument'. You will not be permitted to switch your principal instrument upon acceptance into SOTA.</li> <li>• All Western Voice applicants - At least one song in 'Western Classical', and <b>you must be able to read notation</b> (i.e., Notes on a music staff).</li> <li>• You are <u>not</u> permitted to present 2 pop / jazz or musical theatre songs.</li> <li>• A choir piece will <u>not</u> be accepted.</li> </ul>
	All Applicants (Including voice)	<ul style="list-style-type: none"> <li>• You <u>must</u> present your programme with an accompanist if the pieces require one.</li> <li>• Accompanists are <u>not</u> required for piano, traditional Chinese instrumentalists, and traditional Indian instrumentalists.</li> <li>• Select the pieces with great care. Present the pieces of contrasting nature, which display your musicianship and technical proficiency.</li> <li>• A minus-one CD or backing track will not be permitted (except for drummers, electric guitarists and bassists)</li> </ul>
(2) Music scores	<ul style="list-style-type: none"> <li>• Submit music score/sheet of the 2 works you have recorded.</li> </ul>	
How to Submit	<ul style="list-style-type: none"> <li>• 2 video performances which should not exceed a total duration of 10 mins.</li> <li>• Recorded in a single take (no editing) and cannot be professionally produced.</li> <li>• <b>Save</b> videos and music scores into 1 folder.</li> <li>• <b>Name</b> the folder with your full name.</li> <li>• <b>Upload</b> the folder to Google Drive</li> <li>• <b>Privacy Setting:</b> ensure that it is set to 'Anyone with the Link'.</li> <li>• <b>Paste</b> the shared link of the folder on the TA Portal in the 'Uploaded to External Site URL' fields.</li> </ul>	
Note(s)	<ul style="list-style-type: none"> <li>• Supporting documents, portfolios, and photographs submitted for shortlisting will be retained for the school's records.</li> <li>• Certificates, achievement records, testimonials, recommendation letters are not required.</li> </ul>	

Shortlisted Piano, Violin, Voice\*, woodwind and brass applicants are required to present a 3<sup>rd</sup> set piece given by SOTA during the audition. In total, they will perform the 2 songs submitted in their portfolio submission as well as the 3<sup>rd</sup> set piece.

\*Not applicable to Carnatic, Classical Hindustani, Chinese Traditional voice applicants.

## TALENT ACADEMY 2023

### (C) Audition Details for Shortlisted Applicants

#### (C.1) What You Will Experience During the Talent Academy

You will be required to participate and complete the following compulsory activities in SOTA:

1. Panel Interview and Online Questionnaires (no preparations required)
2. Music Auditions:
  - a. Group Music Activities
  - b. Group Lesson
  - c. Solo audition and interview by a panel of music teachers

Creating Track applicants only

- a. Creative Performance Exercise

Performing Track Applicants only

- a. Programme submitted which should not exceed a total duration of 10 minutes. You will perform the 2 pieces that you have submitted via the TA Portal. Piano, Violin, Voice (Western Classical), Woodwind and Brass candidates will also perform the 3<sup>rd</sup> set piece (available for download for Shortlisted applicants only)

#### (C.2) How to Prepare for Music Audition

Creating Track Candidates	<p><u>Group Music Activities</u></p> <ul style="list-style-type: none"><li>● This segment allows you to experience how musicianship classes are conducted at SOTA. The activities include group singing, body percussion exercises and movement activities which lay the foundation for the training of innate musicianship.</li><li>● Your attitude, receptiveness, and engagement during the lessons will be observed, along with important musicianship skills like maintaining tempo, reproducing rhythm correctly, good intonation in singing, musical responses, independence of performance, and the ability to perform collaboratively with others.</li></ul> <p><u>Group Lesson</u></p> <ul style="list-style-type: none"><li>● You will participate in a 45-minute interactive group lesson and a reflective exercise.</li><li>● No prior knowledge is required for this class.</li></ul> <p><u>Creative Performance Exercise</u></p> <ul style="list-style-type: none"><li>● You will undergo a creative performance exercise.</li><li>● You will also be given a 90-minute hands-on exercise with SOTA faculty members, which culminates in a short performance at the end of the class.</li><li>● The exercise will include improvising in a group, creating a new melody and writing in any form of notation.</li><li>● No preparation is required.</li></ul> <p>Note:</p> <ul style="list-style-type: none"><li>● Come with an open mind and be ready for the audition.</li><li>● The panelists are looking for musicianship, talent, and an ability to learn.</li><li>● The audition panel includes a teacher from SOTA's Faculty of Music and an external specialist.</li><li>● The panel may not always listen to the entire musical performance.</li></ul>
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Performing Track Only

Group Music Activities

- This segment allows you to experience how musicianship classes are conducted at SOTA. The activities include group singing, body percussion exercises and movement activities which lay the foundation for the training of innate musicianship.
- Your attitude, receptiveness, and engagement during the lessons will be observed, along with important musicianship skills like maintaining tempo, reproducing rhythm correctly, good intonation in singing, musical responses, independence of performance, and the ability to perform collaboratively with others.

Group Lesson

- You will participate in a 45-minute interactive group lesson and a reflective exercise.
- No prior knowledge is required for this class.

Solo Audition

You will undergo a 20-minute audition that includes two contrasting works, the set piece (where applicable) and an interview.

For **all** applicants:

- Perform the 2 pieces that you have submitted via the TA Portal.
- You must bring your own instrument except for piano, double bass, drum kit (and specified percussion instruments) and harp.
- Two hard copies of music scores of the works you have recorded.
- You must present the programme with an accompanist<sup>1</sup> if your music pieces require one.
- Accompanists are not required for piano, traditional Chinese instrumentalists and traditional Indian instrumentalists.
- A minus-one CD or backing track will not be permitted (except for drummers, electric guitarists and bassists).
- You must be able to speak about the pieces that you have performed, how you have prepared for the audition and other interesting points that you would like to share with the panelists.
- Be prepared and ready for the audition.
- Practise the 2 pieces well.
- You must make your own arrangements to bring your accompanist along on your audition date.
- Treat the audition like a performance. Dress neatly yet comfortably, as you will be required to move around. Avoid uncomfortably tight clothes and shoes with heels.
- Voice applicants must present their works from memory.

For Piano, Violin, Voice (Western Classical), Woodwind and Brass Applicants Only:

- You will perform the pieces that you have submitted, **and** a prescribed piece set by SOTA (available for download via the TA Portal Announcement page for shortlisted applicants).
- The prescribed piece is not applicable to Carnatic, Hindustani and Chinese Traditional Voice and Violin applicants.
- Keep practising the additional 3<sup>rd</sup> set prescribed piece set by SOTA.

Note

- The panelists are looking for musicianship, talent, and an ability to learn.
- The audition panel includes a teacher from SOTA's Faculty of Music and an external specialist.
- The panel may not always listen to the entire musical performance.

<sup>1</sup>See next page for information on accompanist access to the audition venue



### (C.3) What to Bring

<p>TA Schedule 1 (Page 10)</p>	<ul style="list-style-type: none"> <li>● A copy of your TA Schedule.</li> <li>● Student Concession Card (if you're studying in Singapore) or a copy of your Passport (residing overseas).</li> <li>● Treat the audition like a performance. Dress neatly yet comfortably, as you will be required to move around. Avoid uncomfortably tight clothes and shoes with heels.</li> <li>● Performing Track candidates:             <ul style="list-style-type: none"> <li>○ Bring your instrument for the audition except for piano, double bass, drum kit (and specified percussion instruments) and harp.</li> <li>○ Two hard copies of music scores of the works you have recorded.</li> </ul> </li> </ul> <p><u>For Percussion applicants only:</u></p> <ul style="list-style-type: none"> <li>● You should bring your own mallets and beaters.</li> <li>● You should inform SOTA in advance to discuss instruments and specifications.</li> <li>● SOTA will provide, within reasonable limits, the agreed instruments.</li> <li>● Standard instruments include:             <ul style="list-style-type: none"> <li>● Chinese percussion instruments</li> <li>● Drum-kit (standard 5-piece kit)</li> <li>● Snare drum</li> <li>● Xylophone</li> <li>● 4.3 octave marimba (5-octave marimba available upon request)</li> </ul> </li> </ul> <p>Email SOTA at <a href="mailto:sa1@sota.edu.sg">sa1@sota.edu.sg</a> with the subject 'TA2023 – Percussion Specifications for &lt;Applicant's Full Name &amp; Applicant's TA Index Number<sup>2</sup>&gt;</p> <p><small><sup>2</sup>Applicants would have received the TA Index Number upon successful submission of their TA application via the TA Portal</small></p>
<p>Accompanist</p>	<ul style="list-style-type: none"> <li>● Share a copy of your TA Schedule with your accompanist. Your solo performance warm-up and audition time will be indicated on the schedule. Your accompanist is required to report at the venue at least 10 minutes before your warm-up time.</li> <li>● Your accompanist must report at the Security Counter at level 2 (ground floor) and show a copy of your TA Schedule to gain access to the passenger lift and to your allocated audition venue.</li> </ul>
<p>TA Schedule 2 (Page 10)</p>	<ul style="list-style-type: none"> <li>● A copy of your TA Schedule.</li> <li>● Student Concession Card (if you're studying in Singapore) or a copy of your Passport (residing overseas).</li> <li>● Wear comfortable clothing. Bring a sweater/jacket as you will be in air-conditioned venues. No shorts/short skirts, singlets, sandals or slippers are allowed.</li> </ul>
<p>Notes</p>	<p><b>Food</b></p> <ul style="list-style-type: none"> <li>● The canteen will be operating from 21 June – 23 June.</li> <li>● At least 1 halal stall and 1 drink stall will be operating (vegetarian stall not opened).</li> <li>● You may bring packed food and drink.</li> </ul> <p><b>Movement &amp; Safety</b></p> <ul style="list-style-type: none"> <li>● A group of SOTA students will be accompanying you throughout your day in SOTA.</li> <li>● You will also be with a group of other candidates and assigned a buddy.</li> <li>● Always remain with your group and buddy and look out for each other.</li> <li>● Always inform one of the SOTA students if you need to use the restroom or if you have left any items at the previous venue. Most importantly, have fun and make friends.</li> </ul> <p><b>Release from SOTA</b></p> <ul style="list-style-type: none"> <li>● Candidates who have completed all scheduled activities for the day will return to the assembly hall.</li> <li>● You will need to WhatsApp or text message your parents/relatives to arrange for a pickup place (level 2 or nearby places around SOTA).</li> </ul>

**Candidates with Mobile Phone**

- You will only be released once your parent/guardian has replied to your message and confirmed a pickup place/meeting spot.
- Show the WhatsApp/text message and present your TA Schedule to the SOTA staff at the counter.
- The SOTA staff attending to you will stamp and date your release time on your TA Schedule.
- Make your way to the level 5 gantry to exit the school. You will be asked to show your TA schedule by the security officer at the gantry for proof of stamp and release time.
- You are strictly not allowed to use your mobile phone for the entire duration of the TA.

**Candidates without Mobile Phone**

- Inform the SOTA staff at the counter and provide them with your parent's or guardian's contact details. A text message will be sent to them at the following number '93852286'.
- You will be released once we have received a confirmation text from your parent/guardian.
- Present your TA Schedule to the staff.
- The SOTA staff attending to you will stamp and date your release time on your TA Schedule.
- Make your way to the level 5 gantry to exit the school. You will be asked to show your TA schedule by the security officer at the gantry for proof of stamp and release time.

The mobile number 93852286 will only be available from 20 June to 23 June. The number is not connected to a mobile phone and will only be able to receive text messages (no WhatsApp). Any calls or messages made/sent to this number before or after these dates will not be received.

### (C.4) How to Read Your TA Schedule

Below is a sample of the downloaded TA Schedule.

<b>Talent Academy 2023 Schedule</b>	
Name :	
Index No :	
<b>TA Schedule 1</b>	
Date	
Reporting Time	
Release Time	
Warm-Up Time (Music performance only)	
Solo Performance Time (Music performance only)	
<b>TA Schedule 3 (Not Applicable)</b>	
Date	
Reporting Time	
Release Time	
Warm-Up Time (Music performance only)	
Solo Performance Time (Music performance only)	
<b>TA Schedule 2</b>	
Date	
Reporting Time	
Release Time	
Group	
Panel	
<b>TA Schedule 4 (Not Applicable)</b>	
Date	
Reporting Time	
Release Time	
Group	
Panel	

**How to Read Your Schedule**

**TA Schedule 1**

- Dance: group activities, performance and interview. Wear your dance attire.
- Literary Arts: group activities, portfolio presentation and interview. Bring your portfolio.
- Music (Creating): group activities and interview.
- Music (Performance): group activities, solo performance and interview. Bring your instrument.
- Theatre: group activities, monologue presentation and interview.
- Visual Arts: Group activity. Bring the original artwork of the art task submitted. Online Questionnaires. No preparations required.

**TA Schedule 2**

- Dance, Literary Arts, Music, Theatre: Panel interview and Online Questionnaires. No preparation required.
- Visual Arts: portfolio presentation and interview. Bring your portfolio. Panel interview. No preparation required.

**What to Bring for verification of candidates**

- Candidates studying in Singapore – Student Concession card (school issued ezlink card).
- Candidates studying overseas – a copy of your passport.

**Things to Note**

- Refer to the [TA Notes](#) for more information on what to prepare and bring.
- Check the 'Announcement' page via the TA Portal for more information about your TA.

**Reporting Venue**

- Level 2 (Ground Floor) in front of the escalator.

## Annex A

### List of Instruments available for Application

1. Bass – Double Bass
2. Bass - Double Bass – Jazz \*
3. Bass - Electric Bass
4. Bassoon
5. Cello
6. Clarinet
7. Dizi
8. Erhu
9. Euphonium
10. Flute
11. French Horn
12. Gambus
13. Guan
14. Guitar
15. Guitar – Jazz \*
16. Guzheng
17. Harp
18. Liu Qin
19. Mridangam
20. Oboe
21. Percussion - Chinese
22. Percussion - Western
23. Piano
24. Piano – Jazz \*
25. Pipa
26. Ruan
27. Saxophone
28. Saxophone – Jazz \*
29. Sheng
30. Sitar
31. Suona
32. Tablas
33. Trombone
34. Trumpet
35. Tuba
36. Veena
37. Viola
38. Violin - Carnatic
39. Violin - Western Classical
40. Voice - Carnatic
41. Voice - Chinese Traditional
42. Voice - Classical Hindustani
43. Voice – Jazz \*
44. Voice - Western Classical
45. Yangqin

\* Applicable to Year 5 Applicants only

## **Annex B**

### **Introduction to Music Creating and Performing Tracks**

The Music Faculty offers the Creating and Performing Tracks to our Music students.

Music is an art form which requires both the conceptualization and development of ideas, as well as the ability to express those ideas through an instrument/voice. The Creating and Performing tracks provides students with potential in both or either of these aspects at the point of audition to be given the opportunity to be part of the SOTA Music community. Both tracks are pathways which prepare pupils for the IBDP music curriculum. There are also opportunities to participate in summer programmes in the areas of composition, music technology as well as music performance as students get older (subject to successful audition/interview).

#### **Creating Track**

Students in the Creating Track are selected based on their conceptual, creative, expressive and improvisational potential. The Creating Track aims to hone and develop their creative abilities and skills as well as further their potential as composition specialists.

The programme offers opportunities for development in this area, including Specialized Arts classes in composition and future opportunities to participate in enrichment workshops. Students in the Creating Track will also be offered a 30- minute Instrumental Study lesson each week. The Music Faculty will determine the instrument of study.

#### **Performing Track**

Students in the Performing Track would have displayed strengths in their performance skills, technical precision and knowledge of their pieces. The Performing Track programme aims to develop students' potential in the areas of musical performance, musical interpretation as well as musicianship. This programme includes hour-long weekly instrumental lessons for students as well as opportunities for performance in masterclasses and enrichment workshops.

#### **Assessment Modes**

##### Creating Track

Students will be required to submit a creating portfolio.

##### Performing Track

Students will be required to perform in front of an assessment panel at the end of each year.

#### **Options in Year 3**

Students in either track may apply for a transfer to the other track if they have shown good progress in their music studies. As time is needed to build up enough competence and sound understanding, it is the faculty's recommendation that application for transfer will only be considered at the end of the second year of study.

#### **Options in Year 5 and 6**

The possibility of students in the Creating Track offering Music at Higher Level for the International Baccalaureate Diploma Programme (IBDP) will be dependent on them acquiring commensurate performance abilities over the first 4 years. Otherwise they are likely to offer Music at Standard Level.

Outstanding students in the Creating Track may also be considered for Music at Higher level for the International Baccalaureate Career-related Programme (IBCP) and will specialize in composition.

## Annex C

Guide to uploading and compressing videos and/or documents for submission via the TA Portal

### 1. How do I upload videos and files to Google drive?

You may refer to the [Google Support page](#) for assistance

#### Direct Link:

<https://support.google.com/drive/answer/2424368?co=GENIE.Platform%3DDesktop&hl=en>

#### Google Search Engine

In google search engine, type the following keywords: How to upload files or folders to google drive

### 2. How do I upload videos to YouTube?

You may refer to the [YouTube Support page](#) for assistance

#### Direct Link:

[https://support.google.com/youtube/answer/57407?hl=en&ref\\_topic=7505892](https://support.google.com/youtube/answer/57407?hl=en&ref_topic=7505892)

#### Google Search Engine

In google search engine, type the following keywords: How to upload video to YouTube

### 3. How do I convert, compress or merge documents to PDF?

There are many free online websites you can use. Below are a few suggestions. Please note that SOTA is not affiliated to any of these sites. The links below will bring you to an external website not hosted by SOTA.

#### Convert word document to pdf document

- a. [www.freepdfconvert.com](http://www.freepdfconvert.com)
- b. <https://smallpdf.com/word-to-pdf>

#### Compress / Resize pdf documents

- a. [http://www.ilovepdf.com/compress\\_pdf](http://www.ilovepdf.com/compress_pdf)

#### Merge individual pdf documents into 1 document

- a. [http://www.ilovepdf.com/merge\\_pdf](http://www.ilovepdf.com/merge_pdf)