

Opus Audition

Here is a quick guide to creating an application and uploading audition files and/or recording live to computer. Please consult the full tutorial and/or high school specific Sight Sing and Part Sing tutorials for much more thorough step-by-step guidance. These instructions are also on your Opus Audition Home Page.

There are two screens you will be using to submit auditions, HOME and a student's application. After logging in to Opus Audition you land on your "HOME" screen. This is where you perform much of steps 1-5 below. After adding a student application, clicking on a student's name takes you to their page where you enter their personal information and upload tracks. Clicking "Save and Close" takes you back to your HOME screen.

Step 1: Important! The email address you have used as your User Name is where all email notifications will go. Edit that as needed by clicking on "User Profile" at top of screen if you want future communications to go elsewhere.

Step 2. "Add Location." Select your school or schools from the menu. **IMPORTANT! Click the edit "Pencil" to the left of school name to ensure mailing address is correct.** This is where all music will be mailed and cannot be a PO Box. If changes are needed email studentevents@wmea.org.

Step 3. Click "New Application." All fields are required. When clicking "Save" or "Save and Close," you will be shown a "Student Match" screen. If a student has multiple applications, it is VERY Important to check the boxes for the same student and then click "Match Selected."

Step 4. After adding a new application, click "Save and Close" to return to your home screen to add another application or to pay for one, some, or all your applications. Unless your school is an Associate Member, you must pay the audition fee(s) with credit card before being able to upload.

Step 5. Pay by clicking the box to the left of student name(s.) Then complete payment by clicking "Pay Selected" or "E-mail Paylink." PayLink allows you to ask someone else to pay the fee, perhaps a bookkeeper or parent. Print receipts.

Step 6. Upload tracks or record live by clicking on the student's name. On the student application page, you'll see the opportunity to "upload" to the right of each track.

Note that you may "Test Live" recording, and for high school voice applicants, "Test Sight Reading" and "Test Part Recording" BEFORE adding an application or payment. You may run these tests as many times as you wish.

High School VOCAL ALERT: While you may "Test" both Part Singing and Sight Singing as many times as you'd like, you are limited to TWO "for real" attempts when ultimately clicking "Perform." If you choose to perform a Second Attempt, it is recorded over your first and your second and final version will be what is screened.

All recordings must be uploaded in one of the supported audio file formats or recorded live. Acceptable file types are listed in your application packet.