



**Shek Lei Catholic Primary School**  
**2020-2021 Notice (87)**

Teacher in charge:  
Ms. S. H. Leung

**Submission of Video URL for**  
**Hong Kong Schools Speech Festival (Solo Verse Speaking)**

10<sup>th</sup> November 2020

Dear Parents,



Your child (Class: \_\_\_\_\_ Name: \_\_\_\_\_) has been selected to join this year's Hong Kong Schools Speech Festival (Solo Verse Speaking). Please **properly keep the Competition Notification issued by the Speech Association** for recording the performance, completing the online Video Submission Form, and registering for the service of "Technical Support Centres".

You may upload the video and complete the online Video Submission Form from **16<sup>th</sup> November (10:00a.m.) to 30<sup>th</sup> November (5:00p.m.) 2020**. You may refer to the website of the Speech Association ([www.hksmsa.org.hk](http://www.hksmsa.org.hk)) for video shooting tips as well as procedure of video uploading and video URL submission.

Should you have any questions regarding video uploading or video URL submission, you may register for the technical support service on the website of the Speech Association. Each Reference Number on the Competition Notification can be used to make one booking only. The registration will start at **10:00 a.m. on 9<sup>th</sup> November 2020**. For locations and notes of the technical support centres, please visit the website of the Speech Association.

Video Shooting Tips	 <a href="https://www.hksmsa.org.hk/tc/?page_id=4278">https://www.hksmsa.org.hk/tc/?page_id=4278</a>
Procedure of Video Uploading and Video URL Submission (Desktop/ Mobile)	 <a href="https://www.hksmsa.org.hk/tc/?page_id=4169">https://www.hksmsa.org.hk/tc/?page_id=4169</a>
Frequently Asked Questions (FAQ)	 <a href="https://www.hksmsa.org.hk/tc/?page_id=3895">https://www.hksmsa.org.hk/tc/?page_id=3895</a>

Please complete the reply slip before 12<sup>th</sup> November. Should you have any questions, please contact the responsible teacher or Ms. S. H. Leung. You may also refer to the Pre-Competition Reminders of the Speech Association (Appendix 1). Thank you for your attention.

  
 Tang Lit Man  
 Principal
 

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**Reply Slip**

Teacher in charge:  
Ms. S. H. Leung

I have read and understood Notice (87) about Submission of Video URL for Hong Kong Schools Speech Festival (Solo Verse Speaking).

Class \_\_\_\_\_ Name: \_\_\_\_\_ ( )

Parent's Name: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Date: \_\_\_\_\_



HONG KONG SCHOOLS MUSIC AND SPEECH ASSOCIATION

香港學校音樂及朗誦協會

(The Association is incorporated with limited liability 本會為以有限責任形式成立為法團的公司)

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## 72<sup>nd</sup> Hong Kong Schools Speech Festival (2020) Pre-competition Reminder

The 72<sup>nd</sup> Hong Kong Schools Speech Festival is to commence soon. The competitions will be conducted in “Video Submission Mode” to ensure that students, teachers, parents and adjudicators participate in the activities in a safe environment. Participating members and competitors are advised to take note of this Reminder.

### **1. Rules and Regulations**

Before submitting the video URL to the Association, competitors must study and observe the Rules and Regulations including Annexes 1 – 7, except those that are only applicable for live competitions. If they are found to have violated the Rules and Regulations, whether before or after the competition, the violation may result in:

- (i) disqualification; or
- (ii) the competitors will not be awarded any marks (grades) or certificates; or
- (iii) the marks (grades) will be affected.

### **2. Competition Notification (CN)**

- 2.1 Entry Form Receipt (EFR) and Competition Notification (CN) will be available for members to download from the Association website from 4 November 2020. The competitor’s Reference Number and Validation Code are printed on the CN. Members should distribute these two documents to their students for video-recording their performance, filling out the Video Submission Form and registering the service of “Technical Support Centres” (if necessary, please refer to Point 5.2 below).
- 2.2 Students should keep the CN as an important document.

### **3. Video-record the Performance According to Specifications of Video**

- 3.1 Competitors should announce their names, the title of the piece and the author of the piece.
- 3.2 Perform the whole piece once (For specific Chinese speech classes – if there are two pieces of material assigned for the same class, they must be recorded in the same video).
- 3.3 The video must be a single shot video footage. No special effects, editing or post-production are permitted.
- 3.4 The video must be recorded live and no dubbing is permitted.
- 3.5 Details of specifications of video are listed in Point 2 of the Annex 7 of Rules and Regulations. Please follow the guidelines for video shooting.
- 3.6 The requirements in Section 3 of the Rules and Regulations should also be followed.



#### **4. Submitting On-line Video Submission Form**

- 4.1 Upload the video to YouTube and set it as “Unlisted”, so that anyone with the link can watch the video.
- 4.2 Name the video title according to the prescribed format (Reference number – Name).
- 4.3 After uploading the video to YouTube, retrieve the URL of the video, and fill out and submit the designated on-line “Video Submission Form” (Form). This Form will be available on the Association website ([www.hksmsa.org.hk](http://www.hksmsa.org.hk)) from 10:00 a.m. on 16 November 2020.
- 4.4 Each submission of the Form can only be used to submit the video URL and related information for ONE entry. If one competitor is entered for more than one class, please submit the Form separately.
- 4.5 **The submission period of the Form is from 16 November (10:00 a.m.) to 30 November (5:00 p.m.) 2020. Please reserve time for uploading the video and submitting the Form to avoid heavy upload traffic.** The submission time is based on that of the Association server. Any late submission, regardless of reasons, will not be accepted.
- 4.6 Once you have **completed the submission, you will receive a confirmation email**, including a copy of the submitted information. **Please make sure all the information is correct.**

#### **5. Support from the Association**

- 5.1 Competitors, teachers and parents can visit the public page “Special Arrangement for 72<sup>nd</sup> Hong Kong Speech Festival” on the Association website to browse the videos and manuals about the new mode, including:
  - ◆ Video Shooting Tips
  - ◆ Procedure of Video Uploading and Video URL Submission (Desktop/ Mobile)
  - ◆ Frequently Asked Questions (FAQ)

#### **5.2 Technical Support Centres**

The Association will set up some technical support centres to assist competitors who have difficulties in uploading videos and filling the on-line submission form during the submission period (**NO video recording service will be provided**). In line with the crowd control measures at the centres, members/ parents / competitors have to register for the service in advance on the Association website. The registration will start at 10:00 a.m. on 9 November 2020.

For locations and notes of the technical support centres, please visit [here](#).

#### **6. Prose Reading Classes of English Speech (Classes U/E/K/Y 158-175)**

- 6.1 Competitors should video-record the extracts only but not the whole set piece for competition. The extracts can be referred to [here](#).

We hope that students, teachers and parents will enjoy the learning experience in this new mode of Speech Festival and we look forward to the wonderful performances of participants!

The Association website: [www.hksmsa.org.hk](http://www.hksmsa.org.hk)

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