

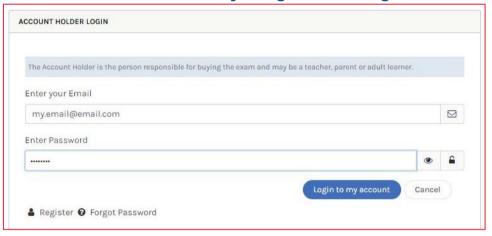


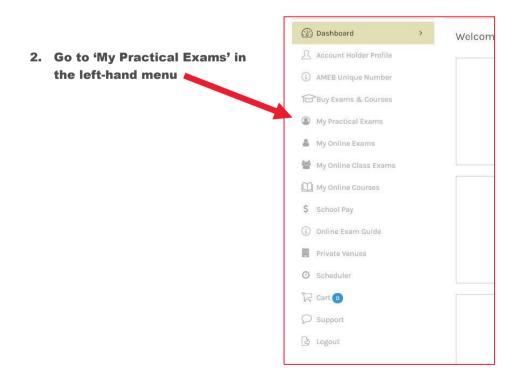
## REPERTOIRE SUBMISSION FOR AMEB EXAMS

AMEB SCORE now boasts an in-built feature for SA & NT candidates and account holders to submit their list of pieces for upcoming practical exams. Here's how to use it...

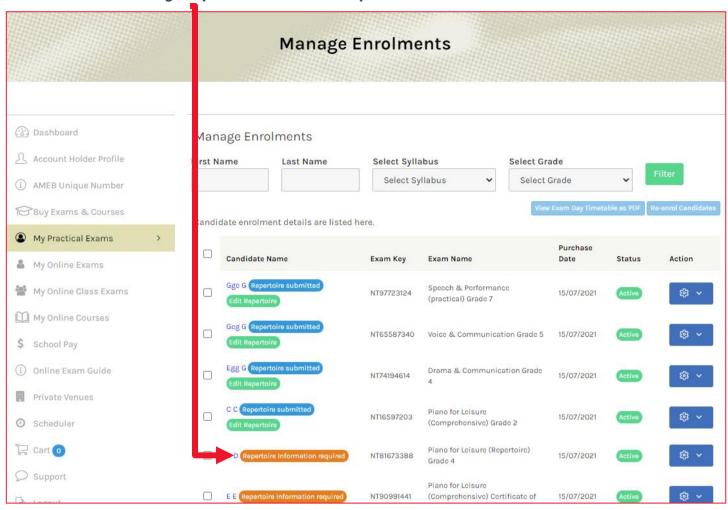
## **ACCOUNT HOLDERS** can submit on behalf of their students by doing the following:

1. Log in to your SCORE account at sa.ameb.edu.au, by clicking 'Already Registered? Login here' and inputting your credentials.



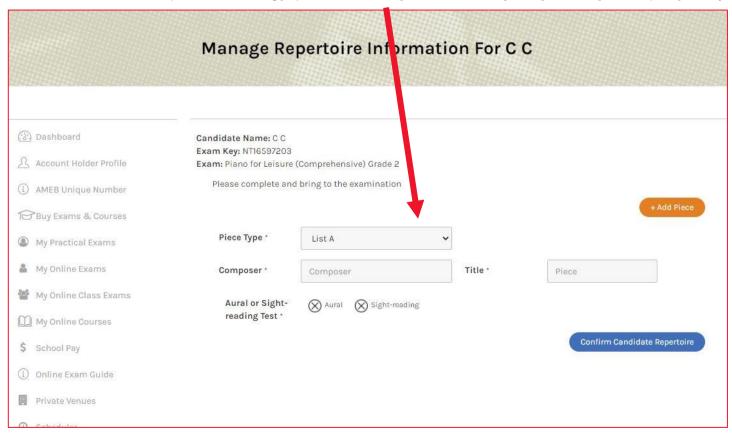


3. Click on the orange Repertoire Submission Required button below the relevant candidate's name.



(Note – if you wish for the exam candidate to upload their own repertoire, you can provide them with their Exam Key and Pin. The pin can be obtained by clicking the Action cog button beside the candidate's enrolment and then clicking on 'View Candidate Information'. You will need to provide the candidate/candidate's parent with both the Exam Key and Pin. There is a separate guide for repertoire submission for candidates.)

4. For Music exams, select Piece Type, and enter Composer and Title (For Speech repertoire, skip to 6.)



5. Press '+ Add Piece' until there are enough spaces to record each work. You can also remove pieces using the delete **buttons** Manage Repertoire Information For C C Candidate Name: C.C. Exam Key: NT16597203 Exam: Piano for Leisure (Comprehensive) Gra Please complete and bring to the examination Piece Type \* List Piece Title \* de in a Fast Ma Composer \* John Adams Piece Type \* List Piece Composer \* Title \* Rocketman Elton John Piece Type \* Own Choice m Title \* Composer \* Kerin Bailey A Swingin' Tune Aural or Sight-Aural (X) Sight-reading reading Test Confirm Candidate Repertoire Be sure to select Aural or Sight-reading if applicable and Confirm Candidate Repertoire. Once submitted, you will be redirected to the Repertoire Summary page. 6. For Speech candidates only (for Music candidates, skip to 7.) use the Upload Repertoire Information button to upload your PDF of your texts and program. Make sure you follow the guidelines listed on the page. Manage Repertoire Information For Egg G Candidate Name: Egg G Exam Key: NT74194614 Exam: Drama & Communication Grade 4 Please upload a copy of the candidate's texts and program information before completing this form. To do this, you will need to add a Candidate Attachment Before Uploading - please note · All information should be uploaded in 1 PDF file. · Uploading should occur 72 hours or more prior to the exam, otherwise the examiner may not receive the information. If you wish to upload a revised version of an attachment, please ensure it is done with this timeframe in mind. · The PDF must contain a title page, including the candidate name, exam key and exam name, and an outline of the • Outlines should specify the program order, information regarding piece type (e.g. memorised poem, reading etc.), · When uploading, give the file a suitable description (e.g. 'Program') and click on the 'Yes' button to make it available to

the examiner.

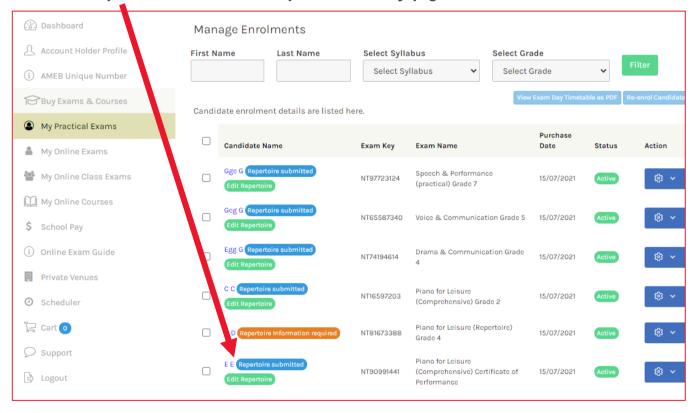
## 7. Repertoire Summary Page:

(For Music candidates) You can view the submitted repertoire in a PDF or 'Edit' your submission' (For Speech candidates) You can view the submitted PDF document. If, at any stage, you wish to replace the PDF file with an amended version\*, you can 'Delete PDF' and upload a new one in its place

\*NOTE: Edits made later than 3 days before the exam date may not be communicated to the examiner before the exam. Please notify the examiner of any last-minute changes at the start of the exam.



8. In 'My Practical Exams', the button below the candidate's name will change to a blue 'Repertoire Submitted' button. This button can be pressed to view the PDF and the Green 'Edit Repertoire' button can be pressed to return to the 'Repertoire Summary' page.



You have successfully submitted your repertoire!