



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)

7 Carmel Village Street, 2nd Floor, Homantin, Kowloon, Hong Kong 香港九龍何文田迦密村街七號三樓

Telephone 電話: 2761 3877 Fax 傳真: 2761 9995 Website 網址: <http://www.hksmsa.org.hk>

**72nd Hong Kong Schools Speech Festival - English Speech
Circular No. 6**

To : Members / Teachers Responsible for the Speech Festival

Date : 24 November 2020

In view of the latest surge of COVID-19 cases, the government has once again tightened the epidemic control measures. The Education Bureau has announced the corresponding face-to-face class suspension. We understand that schools and teachers are facing multiple constraints and challenges.

In an effort to allow teachers and students ample time to prepare for Speech Festival and Music Festival during the epidemic, in the early stage of planning the Festivals, the Association has postponed the enrolment deadlines. As a result, the Association has compressed the work schedules of collecting the video URLs, dissimilating the URLs to local and overseas adjudicators, adjudicating and compiling comments etc. The 95 adjudicators will begin their adjudication on almost 70,000 videos starting December 2020. In order to distribute the mark sheets and certificates to the competitors in time, there is simply no room for the Association to make further postponement on the Festival schedule.

The “Video Submission Mode” is designed such that competitors can perform without the limitation of location and time. They have to record their performance with a device as simple as a mobile phone and submit the video URL within the submission period. During this difficult period, the Association hopes to provide learning experience through art and support for the participating students, teachers and parents. Members and teachers responsible for the Speech Festival please pay attention to the following:

1. Support from the Association

1.1 Technical Support Centres

The Association has set up some technical support centres to assist competitors who have difficulties in uploading videos and filling the on-line submission form (note: no video recording service will be provided). This service will last until the end date of video URLs submission, i.e. 30 November 2020 (5:00 p.m.). 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](#). Each Reference Number on Competition Notification can be used to make one booking. For details, please refer to the [Association website](#).



1.2 Guidelines and Demonstration Videos

The Association has uploaded the following to the public page “[Special Arrangement for 72nd Hong Kong Schools Speech Festival](#)” on the Association website, including:

- [Video Shooting Tips](#)
- [Procedure of Video Uploading and Video URL Submission \(Desktop/ Mobile\)](#)
- [Frequently Asked Questions \(FAQ\)](#)

1.3 Designated hotlines for “Video Submission Mode”

For enquiries on the “Video Submission Mode”, please contact us at the designated hotlines 9532 7304 or 9189 9367.

2. Video URL Submission

Competitors are required to upload their videos to YouTube, and then fill out and submit the Video Submission Form. Deadline for the submission is **30 November 2020 (5:00 p.m.)**. The on-line [Video Submission Form](#) is now accessible from the Association website. **Any late submission, regardless of reasons, will not be accepted.**

3. Submitting On-line Video Submission Form

- 3.1 **When filling out the Form, please make sure the Reference Number and Validation Code match the information in the Competition Notification (CN). Otherwise, the submission record will become invalid and the video will not be judged. The Association will not notify individuals if such case arises.**
- 3.2 After submitting the Form, the competitors will receive an auto-reply **confirmation email, with a copy of the submitted information**. Members / competitors **must check the accuracy of the information in the email**. If any error is found, or no email has been received, please submit the Form again within the submission period.
- 3.3 Members please pay special attention to the below common errors when submitting the Form:
 - Mistook the Membership Number (6-digit number) as the Reference Number (8-digit number)
 - Typo in entering the Reference Number (8-digit number)
 - Typo in entering the Validation Code (6-digit alphanumeric character)
 - Typo in entering the YouTube URL
 - Did not upload the video to YouTube / the URL inputted was not a YouTube video URL



4. Report of Video Submission Status

To help members follow up and acknowledge the status of the video submission of the participating students, the Association will compile the submission records and upload reports to Member's Area on the Association website on the following dates:

- *4:00 p.m. on 26 November 2020– This is an **interim** report as at noon of 26 November 2020. If there is any problem with the submitted information, please submit the Form again before the deadline. If the Association has no submission record, please remind the participating students to submit before the deadline.
- 10:00 a.m. on 4 December 2020 – This is the **final** report. As the submission period has ended, any special request or alteration regarding the submission **will not be considered**.

*(*newly introduced)*

In spite of various restrictions and challenges, the Association endeavours to run the Speech Festival in the new Video Submission Mode. We look forward to the wonderful performances of the participating students.

- The Association website: www.hksmsa.org.hk
- New postings on the Association website are set at 10:00 a.m. of the date.
- With the membership number and the password, members can log in to the Member's Area on the Association website to access circulars at any time.

- End -