



*If you have any questions about this project, please contact
KCS Education Manager Steven Murray at 816-218-2639 or smurray@kcsymphony.org.*

1. Open your web browser and navigate to the KC Symphony's YouTube page at www.youtube.com/kcsymphony.

If you do not currently have a YouTube account, you will need to sign up for one – completely free of charge – by clicking on the link to 'Create Account' and then following the instructions.

If you already have a YouTube account, simply click on 'Sign In' and enter your user information. Then **click on the 'Sign in' button**.

2. You will return to the KC Symphony YouTube page. **Click on the yellow 'Upload' button**. A new screen will appear, and there is a gray 'Upload Video' button. **Click on the 'Upload Video' button**. This will open up a dialog box showing files that are located on your computer. **Select the correct folder that contains the video and highlight the file to be uploaded**. **Click on the 'Open' button** within the dialog box and your video will begin uploading.

3. While the file uploads, in the 'Title' box please change the title of the video to include the name of your elementary school and school district. Enter the name of the child's teacher and his or her grade level in the 'Description' box. Under tags, please list 'Conducting Challenge'. Finally, under the 'Category' drop-down menu, please select 'Music.'

By default, the screen should show 'Share your video with the world (Recommended)' as the selected option under the 'Privacy' heading. Confirm that this option is selected and then **click on the 'Save Changes' button**.

4. Navigate back to the KC Symphony YouTube page at www.youtube.com/kcsymphony. In the upper center of the page, **click on 'Playlists.'** On the right side of the screen, **click on the 'Conducting Challenge' playlist**.

5. **Each concert has its own specific posting page.** Click on the respective link to the concert which your child/student will attend. If one was attending the 10 a.m. concert on Wednesday, January 27, one would click on the video for that concert. Once the correct posting page video begins to load, click on the link that says '**View comments, related videos, and more**' located beneath the video.

6. When this page opens in a new window, scroll down and **click on the link that says 'Post a Video Response.'** **Select 'Choose a Video'** and then highlight by clicking the video that you just uploaded for the contest. **Click on the 'Use the selected video' button**.

7. **Return to www.youtube.com/kcsymphony** and find the posting page that you just viewed. Scroll down and your Video Response should appear. Sometimes it may take a few hours for new posts to process.

8. **Once your video response is posted**, open your email account and **send a new message to smurray@kcsymphony.org** including your YouTube username, and the child's school and district name. All submissions are subject for review based on a valid ticketing reservation for the concert.

All submissions must be posted to the Kansas City Symphony YouTube page located at www.youtube.com/kcsymphony by 11 p.m. CST on Friday, January 15, 2010. All submissions are subject to verification of a valid ticketing reservation to the concert for which the submission is made. All selections are final. The Kansas City Symphony reserves the right to not extend an offer for any concert. The KCS Education Manager will notify the teachers of students selected by telephone. Upon confirmation with the teacher, winners will be announced via the KCS YouTube page.

***Thank you for participating in the KCS KinderKonzert Conducting Challenge.
We look forward to seeing your video!***