



THE
KING'S
HOSPITAL
SCHOOL

'How To Guide'

FOR PARENTS AND STUDENTS for
DRAMA ONLINE EXAMS.

June 1st-14th 2020.

THE ONLINE SUBMISSION PROCESS:

[RIAM WEBSITE INFO](#)

STEP 1. REGISTRATION

- You have now been registered for an online exam. your teacher will send you or your parents (u18s) an email with a link for your exam.

STEP 2. UPLOAD YOUR PERFORMANCES – JUNE 1ST TO 14TH

- You will need to record and upload a video of you performing: Your pieces and your prepared mime/improvisation. Grade 8 do not record your unprepared improvisation.

STEP 3. ENTER YOUR TEACHER'S RECOMMENDED MARKS

- Once you have uploaded your video, you will be prompted to enter your teacher's recommended marks for the theory, unprepared improvisation (grade 8 only), conversation, and literary background sections, through an online form.

STEP 4. SUBMIT YOUR EXAM

- To complete the process, simply press the submit button on the form. you will receive an email acknowledging receipt of your entry.



Must dos for the Performer and Guardian of u18s when recording:

- U18s must have a Guardian Present
- Both Students and Guardians must introduce themselves.

Student begins:

“ Hi, my name is xxx and I will be performing Grade xx, Solo Acting. I am under 18, so I have an adult supervising me.

Pan camera to Adult who is recording:

Hi, my name is xxxxx, and I am over 18 and present for this exam submission.



DOS AND DON'TS WHEN RECORDING:

> **Do:**

- > Record from 1-2 metres from the student
- > Record at an appropriate height, in an appropriate room.
- > Record with ample natural lighting so that all facial expressions can be clearly seen.
- > Record in landscape (i.e if recording with a phone, hold it sideways)
- > Record each piece in one continuous take.
- > Clear the space around the student.
- > Test the quality of the recording before submitting it.

> **Don't:**

- > Record in profile.
- > Record when backlit, as this throws the performer's face into shadow.
- > Record with anything inappropriate or distracting in the background.
- > [Click here to watch RIAM's video with Tips for submission.](#)



NOTES FOR THE PERFORMER:

- Introduce the play by saying the **Title, playwright's name** and the **name of the character** you will be performing. Give a brief description of the character and the scene that you are about to play, 2-3 lines.
- Look directly at the camera for introductions and pieces that break the 4th wall only.
- Normally your character is speaking to someone, pick a point just to the side of the camera, and speak towards it.
- After the introduction, take some time to get into character physically and emotionally.
- At the end of your piece hold the emotion/characterisation in stillness for 3 seconds before ending the recording or moving on to the next piece.
- Wear comfortable and appropriate clothing. There is no need to wear costume for the exam submission.





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Please note:

- the RIAM guide says that the entire exam needs to be recorded in one continuous take – they are looking into this as most phones do not have the capacity to record for 20 minutes straight. I will update you as I receive clarity on this point.
- I will set a time with each student during the Week **May 25th to 29th** to do the conversation section of the exam. The students **must read or watch both plays** and be able to discuss the literary background of their classical author. I will then provide them with a result to upload.

EMAIL [K.OREILLY@THEKINGSHOSPITAL.IE](mailto:k.oreilly@thekingshospital.ie) WITH TEST VIDEOS, QUESTIONS, FEEDBACK ETC.