

Instructions for Recording Silent Night for our Virtual Christmas Eve Congregational Carol

Tools you will need: A computer or tablet, an ear bud, smart phone with video/recording capabilities, candle to hold while singing

1. Request a video “sing along track” from Jeff Hunt at mmsdir1@aol.com
2. Jeff will share a copy of the video “sing along” track and email a copy of the music.
3. Download the video track to your computer and make a copy of *Silent Night*.
4. Practice singing to the accompaniment (Mark Edwards is playing organ) and do your best to follow the gestures of Jeff conducting so you know when to enter verses and phrases. There is a brief introduction to the carol. We will only sing verses 1, 2 and 3.
5. When you are ready to record, open the video on your computer screen.
6. Plug ear bud into your computer and insert other end into one of your ears *or* use Bluetooth. This will allow you to hear the accompaniment track as you sing.
7. Open your smart phone to video to record yourself singing. Record with the phone in the *landscape* view position. If you have young children, feel free to include them with you in your recording. Remember to make sure your phone is on selfie mode and your face is clearly visible. Try and position the phone where you are looking directly into the screen, not up or down. Adjust lighting so you can see yourself clearly and are not in the shadows. Light your candle.
8. Start record-video from your phone.
9. Start video from your computer. The video begins with Jeff saying *1,2,3 clap*. Do that along with Jeff and begin singing. Sing into your phone following along as best you can with the organ accompaniment and Jeff’s direction.
10. Feel free to sing harmony or melody on the hymn. The more variety the better so take a stab at harmony if you are willing.
11. Remember that we are only singing verses 1, 2 and 3.
12. When completed, share your video file via user friendly We Transfer (see instruction below) from your phone to Ellie Armstrong at earmstrong8791@gmail.com. If you have any trouble sharing the video, text Ellie at 630-945-4208 or get ahold of me and I can help or we can record this together.

Instructions for sending your finished recording.
 - From your phone browser, visit **www.wetransfer.com**
 - Click “Send a File”
 - Click on the blue “+” icon above the words “Add your files”
 - Click the “photo library” option
 - Select your video, press “done”
 - In message box, type your name so we know who has sent the video
 - Click “Next”
 - Make sure “Send an email” is highlighted and click “Next”
 - Add email address earmstrong8791@gmail.com
 - Click “Transfer”
 - Verify your email address
 - Enter verification code sent to your email
 - Press “Verify”Transfer should take about 5 minutes and you’re done!!
13. We want to include as many from our congregation as possible singing this beautiful carol on Christmas Eve and present this at our Christmas Eve service. If you would like Jeff to help you record yourself, sign up for a time to come to the church and Jeff will happily help you record yourself and send it along. You can sign up for a 20-minute slot by going to <https://tinyurl.com/singsilentnight>. You may select a time and date on Monday, November 16, Wednesday, November 18 or Thursday, November 19.

THANK YOU FOR PARTICIPATING IN OUR VIRTUAL CONGREGATIONAL CAROL SING!

BAKER MEMORIAL UNITED METHODIST CHURCH