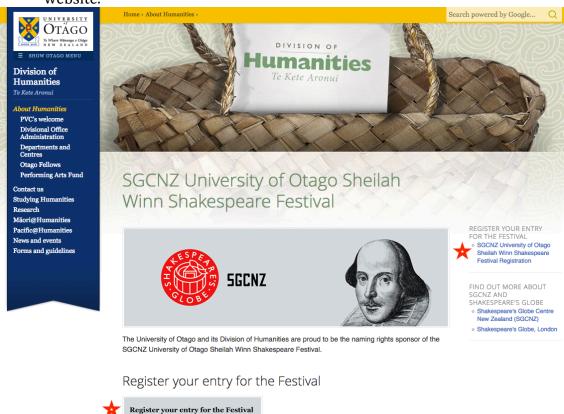
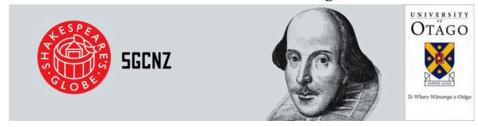
How to enter the SGCNZ University of Otago Sheilah Winn Shakespeare Festival

1. Go to the homepage of the SGCNZ University of Otago Sheilah Winn Shakespeare Festival: http://shakespeare.otago.ac.nz/.

2. Click on one of the two links that will take you to the festival registration website.



3. Click on the **Enter Festival** link on the festival registration website.



MAIN MENU

Introduction Policies and Criteria SGCNZ Subscription

Shakespeare Globe Centre New Zealand's (SGCNZ) University of Otago Sheilah Winn Shakespeare

Festivals

SGCNZ Friends Subscription Form (PDF)

SGCNZ REGIONAL FESTIVAL

Enter Festival Modify

Finalists

Enter the Regional SGCNZ University of Otago Sheilah Winn Shakespeare Festival by filling in an

entry form

Modify and correct an entry form you have already filled in

Regional SGCNZ 2018 University of Otago Sheilah Winn Shakespeare Regional Festival Entry Closing Dates

Festival Dates and Details (PDF) Scene

Scene Suggestions for 5 minute and 15 minute performances (PDF) Suggestions Regional Assessment Guidelines (available March) (PDF) Assessment

SGCNZ NATIONAL FESTIVAL

The entry form for the National SGCNZ University of Otago Sheilah Winn Shakespeare Festival will be available after the Regional Festivals have been completed

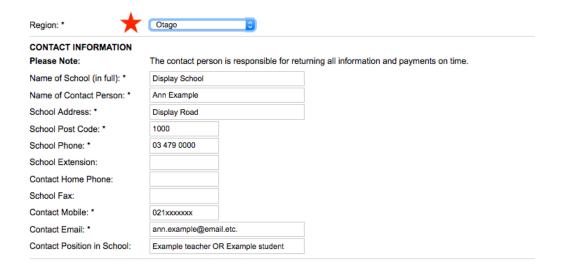
Performance Performance Order for the National SGCNZ University of Otago Sheilah Winn Shakespeare Festival

Before you fill out the entry form

- 4. Read the SGCNZ Board Policies on the Policies page.
- 5. You will need to click on the *I Agree* button at the bottom of the page before you can fill out your entry form.
- 6. You will then be taken to the Registration page for your entry form.
- 7. **Tip**: Collect as much information as possible for your entry form before you begin filling it out. You will not be able to submit the form until all the main fields have been filled in.

Filling in the Entry Form

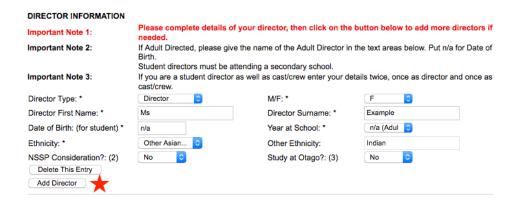
- At the top of the form, from the drop-down menu, choose the region of the festival that your school will be taking part in.
- Complete the Contact Information section making sure that the sections identified by asterisks are completed. Those are the sections that must be filled in.



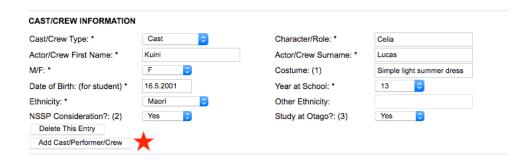
• The Details of Scene(s) section comes next. Please use the specified format for listing the Act(s) and Scene(s) to be performed.



 The Director Information section follows. Please read important notes 1, 2 and 3 – Adult Directors put n/a for *Date of Birth* and choose n/a (Adult) for *Year at School*. Click on the *Add Director* button to add details if you have more than one director.



• The Cast/Crew Information is next. Click on the *Add Cast/Performer/Crew* button and the sections to be filled out will display. Click on the same button to add details for each successive member of the cast and crew.



- When you have filled in all the information you want, wait before you click on the button.
- Make a note of the Access Key and Password you will need them to modify your entry form.
- Click on the *Submit Form* button. Once you have submitted your entry form, you will be able to return to modify it at any time.

ACCESS KEY AND	PASSWORD		
Please create your o	wn password. You m	ust use the access key and password if you need to return to this f	orm to make changes.
Access Key:	160378		
Password: *			
Submit Form	Home		
Notes			
All fields marked with	a * are compulsory.		
	g features of the cost	ume in no more than 10 words (important: this enables assessors to	o differentiate betwen
actors).	he considered for the	National Shakespeare Schools Production (NSSP)	
•		,	
Lick if you are plai	nning to study at Otac	io next vear	

- If you have filled out all the required sections, when you click on the Submit
 Form button, you will get a page with all the details that have been added to
 the form.
- At the top of this page, on the third line down, are instructions on how to modify the form, as well as your access key and password.
- At the bottom of the form, you have the option to print out the page and/or enter another form.

SGCNZ 2018 REGIONAL UNIVERSITY OF OTAGO SHEILAH WINN SHAKESPEARE FESTIVAL

The modifications have been stored.

You can print this form for later reference.

You can modify the form later by visiting "shakespeare.otago.ac.nz", clicking "Modify", and entering access key "160378" and password "asyoulikeit".

You can register a number of entries per school/group. If you enter registrations one after the other, the contact information will be copied

from one registration to the next. To create another entry for this school click Another below.

Region: Otago
Name of School: Display School
Name of Contact Person: Ann Example
School Address: Display Road
School Post Code: 1000
School Phone: 03 479 0000

School Extension: Contact Home Phone:

School Fax:

Contact Mobile: 021xxxxxxx

Contact Email: ann.example@email.etc.

Contact Position in School: Example teacher OR Example student

Name of Play: As You Like It Act(s) and Scene(s): Act II, scene ii, iv

The Duke is furious to discover that Celia, Rosalind and Touchstone have disappeared and commands Synopsis (25-30 Words): that Oliver look for his brother Orlando. Celia, Rosalind and Touchstone arrive in the Forest of Ardenne

and meet Corin and Silvius.

Play Length: 15 Minutes

Student Director?:

Type:

Technical Requirements: Music for the arrival in the forest of Ardenne

Director

Lighting Plans: Dark lighting for scene ii, greenish bright lighting for scene iv

Director First Name: Ms Director Surname: Example Date of Birth: n/a Year at School: n/a (Adult) Ethnicity: Other Asian... NSSP, Study at Otago?: No No Character/Role: Celia Cast Actor/Crew First Name: Kuini Actor/Crew Surname: Lucas

M/F: F Costume: Simple light summer dress

 Date of Birth:
 16.5.2001
 Year at School:
 13

 Ethnicity:
 Maori
 NSSP, Study at Otago?:
 Yes Yes

Number of directors= 1, number of cast/crew = 1



Print this form.

Enter another entry for this school. Return to the home page.

Please Note

- You can register a number of entries.
- You will need to complete a new form for each entry. You will need to have available the access key and password for each separate entry, so that you can return and modify as necessary.
- Please email SGCNZ if you are unsure whether your SGCNZ Friends sub is current: shakespeare.et.al@gmail.com