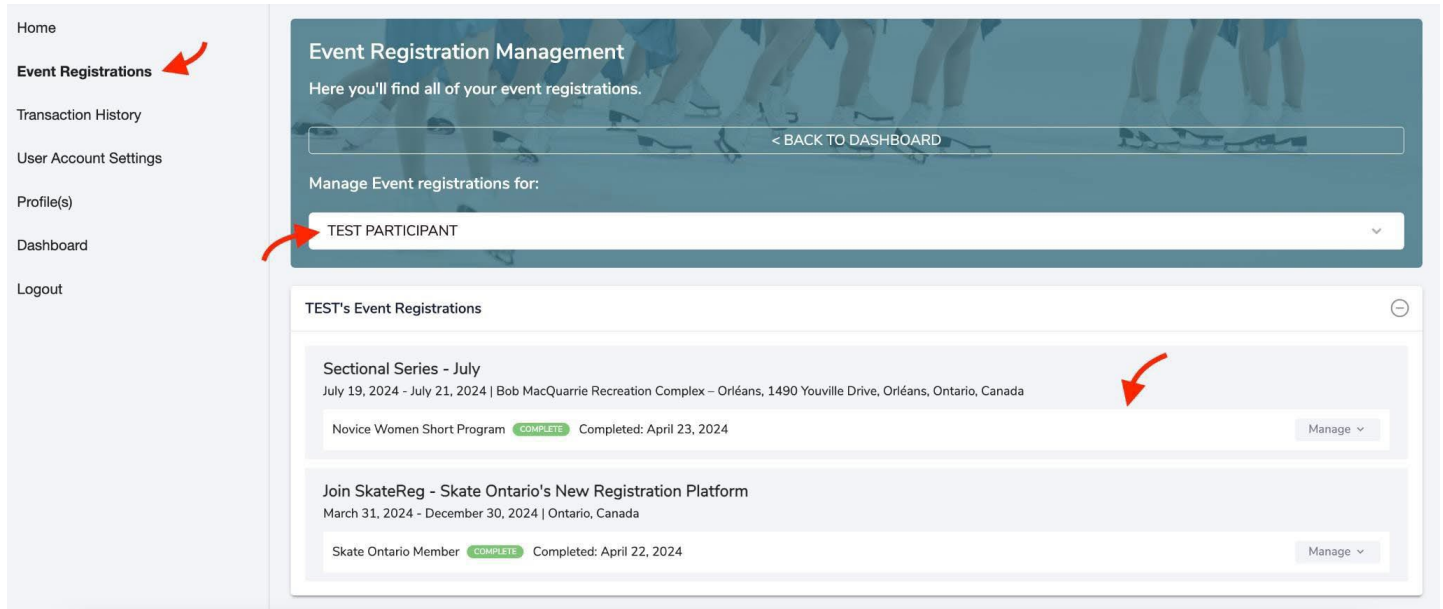


SINGLES - How to upload or update your music file and/or planned program content (PPC) after you've registered

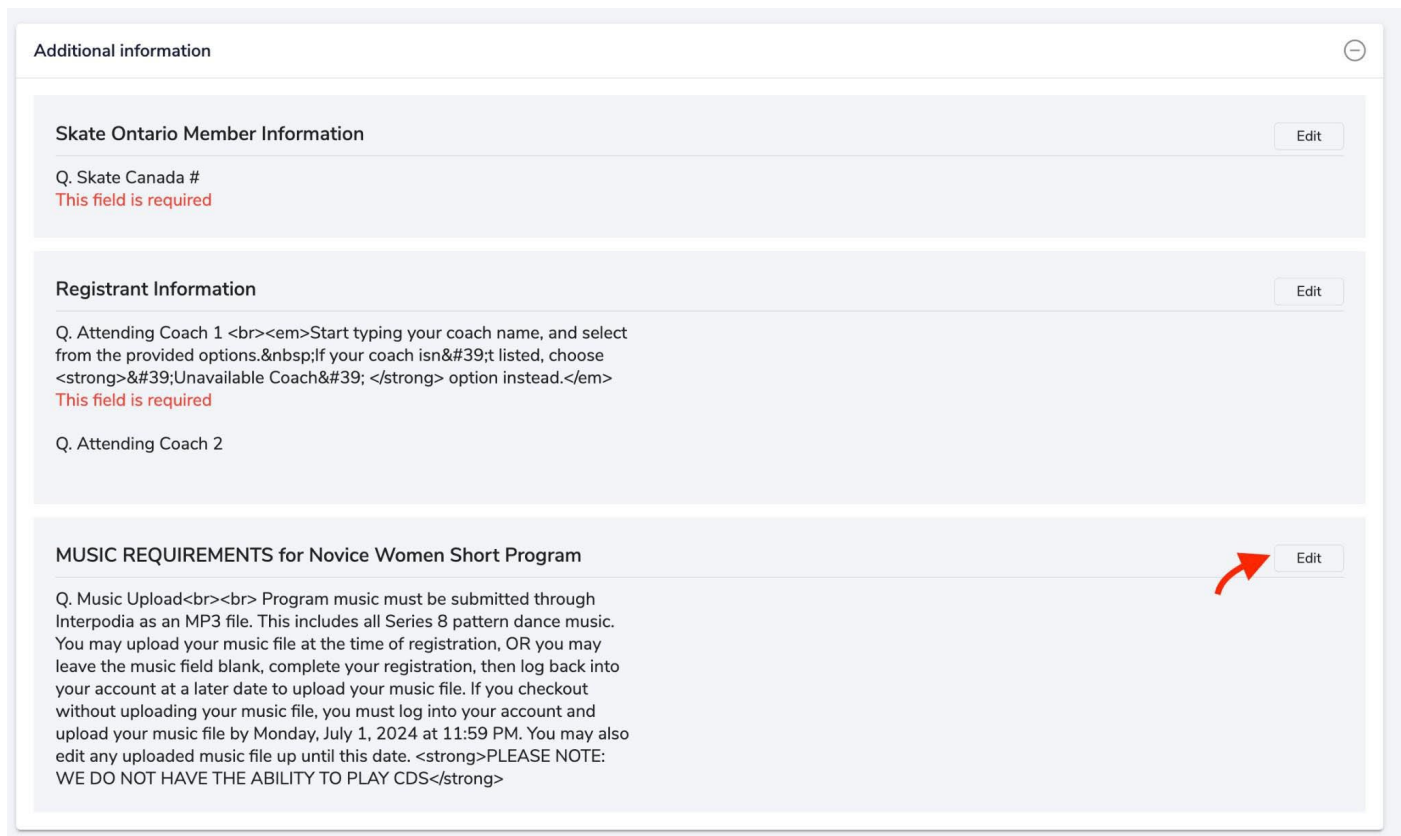
Music Upload/Update

Access your 'Event Registrations' menu here: https://skatereg.ca/my_pages/event-regs

- Filter on the name of the participant you'd like to manage registrations for
- Click on the registration you'd like to upload music for



Scroll down to the 'additional information' section, and click on the 'edit' button in the MUSIC REQUIREMENTS section:



Browse or drop the file you'd like to submit, and click SAVE at the bottom:

MUSIC REQUIREMENTS for Novice Women Short Program

Q. Music Upload
Program music must be submitted through Interpodia as an MP3 file. This includes all Series 8 pattern dance music. You may upload your music file at the time of registration. OR you may leave the music field blank, complete your registration, then log back into your account at a later date to upload your music file. If you checkout without uploading your music file, you must log into your account and upload your music file by Monday, July 1, 2024 at 11:59 PM. You may also edit any uploaded music file up until this date. **PLEASE NOTE: WE DO NOT HAVE THE ABILITY TO PLAY CDS**

Drop files here

[Screen_Shot_2024-05-23_at_14.26.49-20240523052739.png](#)

IMPORTANT – Music files may not appear on your dashboard immediately after saving. If you refresh your page and do not see your file, please wait 5 minutes and try again.

Planned Program Content (PPC) Upload/Update

Access your 'Event Registrations' menu here: https://skatereg.ca/my_pages/event-regs

- Filter on the name of the participant you'd like to manage registrations for
- Click on the registration you'd like to upload music for
- Click 'Edit' next to the PPC information field

PPC Information - SHORT PROGRAM

You may complete your PPC at the time of registration, OR you may leave the PPC fields blank, complete your registration, then log back into your account at a later date to complete them. Deadline to complete PCC is Sunday, September 22, 2024 at 11:59 PM. You can login at anytime to edit the PPC fields until this date.

PLEASE NOTE: Element codes should be used when completing the PPC fields

Q. Element 1

Q. Element 2

Q. Element 3

Q. Element 4

Complete the number of element fields needed for your program. **Element codes (i.e. 1A+2T, CCoSp) are required.** If you do not know the element codes for your program, **please ask your coach.** Remember to click **SAVE** when you're done.

PPC Information - SHORT PROGRAM

You may complete your PPC at the time of registration, OR you may leave the PPC fields blank, complete your registration, then log back into your account at a later date to complete them. Deadline to complete PCC is Sunday, September 22, 2024 at 11:59 PM. You can login at anytime to edit the PPC fields until this date.

PLEASE NOTE: Element codes should be used when completing the PPC fields

Q. Element 1	<input type="text" value="1A"/>
Q. Element 2	<input type="text" value="CCoSp"/>
Q. Element 3	<input type="text" value="2S"/>
Q. Element 4	<input type="text" value="1A+2T"/>
Q. Element 5	<input type="text" value="FSSp"/>
Q. Element 6	<input type="text" value="2Lo"/>
Q. Element 7	<input type="text" value="CSp"/>