

# **Barberscore**

**Entering Your Quartet into a  
BHS Contest Session**



# First step – login to Barberscore!

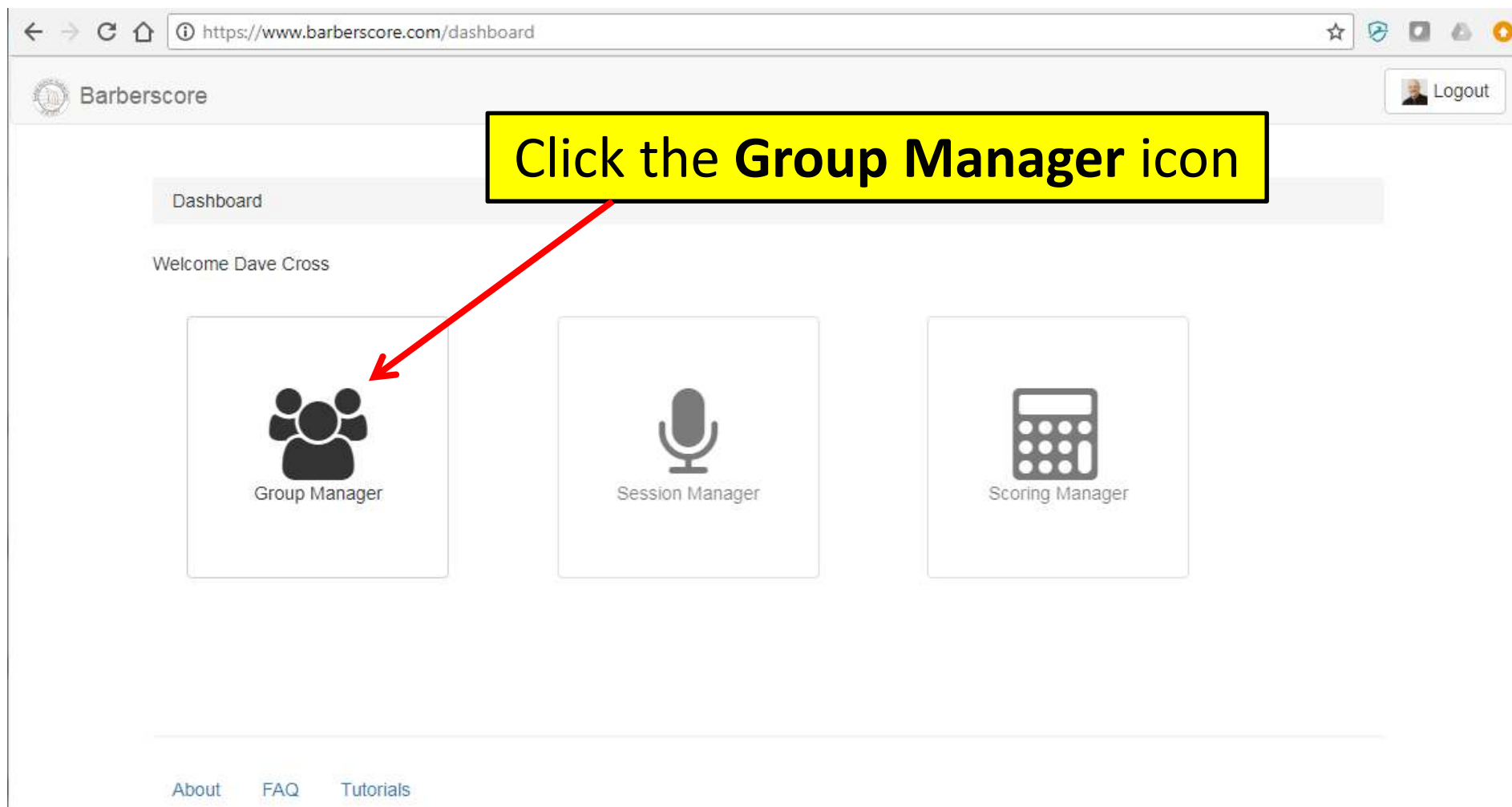
The URL is:

**<https://www.barberscore.com/login>**

(For convenience, you should bookmark this URL for your browser)

*Please review the login tutorial and watch the login video if you need assistance.*

PLEASE NOTE: You may see several other modules, however all of them will likely be greyed out except for **Group Manager**. This is the only module you will need to manage your quartet (to include handling your contest entry).



Barberscore

Dashboard / GroupManager

Click on the quartet name you wish to manage

Your Groups

Name	Kind	Status
<a href="#">Easy Street</a>	Quartet	Active
<a href="#">Vibe</a>	Quartet	Inactive

**Note:** These are the groups for which you have Admin access. To get Admin access for a group, please contact an existing administrator or ask to be added as one through [customerservice@barbershop.org](mailto:customerservice@barbershop.org).

About **FAQ** Tutorials

PLEASE NOTE: If your quartet is not displayed, that means that you have not been designated as a group Admin for the quartet. If so, please refer to the FAQ: **I don't see my group in Group Manager – what is the issue?** (listed as the 1<sup>st</sup> question).



## Easy Street

From here, click the **Members** tab

**Details**

**Members**

[Repertory](#)

[Entries](#)



[Add/Replace Image \(Max Size 20MB\)](#)

Barbershop quartet from Tampa FL, formed in December of 2015

Easy Street

Details **Members** Repertory Entries

Admin	Person	Part	Action
	Paul H Carter [313767]	Tenor	<a href="#">Make Admin</a>
✓	Dave Cross [250905]	Lead	
	Bryan E Hevel [231220]	Bass	<a href="#">Make Admin</a>
	Charles C Nelson (Charlie) [260866]	Baritone	<a href="#">Make Admin</a>

**Important:** You may not remove yourself as an admin; appoint another admin, and have them remove your access if necessary.

**Note:** This information comes from the BHS Member Center and is updated every 24 hours. To make changes to your group's membership please do so there. Only currently Active members (as defined by the BHS Member Center) are shown.

Group Status: **Active**

Stop! If this info is not correct, you must first login to the BHS Member Center and update as needed!

*(For example) – perhaps a member has expired dues.*

*To be eligible to compete, a quartet must have an active BHS subscription & all 4 members be active.*

Otherwise... now click the **Repertory** tab



[Dashboard](#) / [GroupManager](#) / [Group](#) / Repertories

## Easy Street

[Details](#)[Members](#)[Repertory](#)[Entries](#) ←

If all the charts you plan to sing in contest are listed already... move on and click the **Entries** tab...

Title	Arranger(s)	Action
A Chocolate Sundae On A Saturday Night	Jeremey Johnson	<a href="#">Delete</a>
Always	Mark Hale	<a href="#">Delete</a>
Everybody Loves Somebody	Larry Triplett	<a href="#">Delete</a>
Everyone's Wrong But Me	Kevin Keller	<a href="#">Delete</a>
I'll Get By (As Long As I Have You)	Steve Armstrong	<a href="#">Delete</a>
I'm Havin' A Ball (from Dirty Grandpa)	Adam Scott	<a href="#">Delete</a>
L-O-V-E		<a href="#">Delete</a>

[Add Chart to Repertory](#) ←

...otherwise, now is a good time to add your charts

**Note:** You can add to your Repertory at any time (even after you submit your contest entry). Remember that any song you sing on stage must be in your Repertory *before* your performance or you may be disqualified. The Repertory saves all entries, so feel free to add every song for which you have copyright clearance; you won't need to do it again next contest.

## Easy Street

Details Members Repertory Entries

(New Addition to Repertory)

Type in Title or Arranger

Cancel

Save

**Note:** If you can't find your chart through this search the chart to [charts@barberscore.com](mailto:charts@barberscore.com). It can be a PC camera phone! We'll add it to your repertory ASAP.

Click the text box to begin typing...

...don't type the entire arranger's name or title, just type a key word – also, don't press ENTER...

## Easy Street

Details Members Repertory Entries

(New Addition to Repertory)

Type in Title or Arranger

hello

Loading options...

**Note:** If you can't find your chart through this search box, please send an email with the first page of the chart to [charts@barberscore.com](mailto:charts@barberscore.com). It can be a PDF if you have it, or just a picture from your camera phone! We'll add it to your repertory ASAP.



(New Addition to Repertory)

...a drop-down list of charts will be displayed

Type in Title or Arranger

hello

Song: From The First Hello To The Last Goodbye [Ed Waesche]

Song: From The First Hello To The Last Goodbye [Kent Borrowdale]

Song: From The First Hello To The Last Goodbye [Tom Gentry]

Type in Title or Arranger

Song: Hello Broadway [Ed Waesche]

Song: Hello Dolly [Dick Barret]

Song: Hello Dolly [Don Gray]

hello

Song: Hello Dolly [Ed Waesche]

Song: Hello Mary Lou (Goodbye Heart) [David Wright]

Hello Mary Lou (Goodbye Heart) [Tom Gentry]

Hello Montreal! [Munson Hinman]

Scroll down to find and select your chart...

**PLEASE NOTE:**  
You don't have to add all your charts to enter the contest – you can come back to do this later!

(New Addition to Repertory)

Song: Hello Mary Lou (Goodbye Heart) [Tom Gentry]

Cancel

Save

...then click **Save**

**Note:** If you can't find your chart through this search box, please send an email with the first page of the chart to [charts@barberscore.com](mailto:charts@barberscore.com). It can be a PDF if you have it, or just a picture from your camera phone! We'll add it to your repertory ASAP.

Details Members **Repertory** Entries

The new chart is listed at the top

Title	Arranger(s)	Action
Hello Mary Lou (Goodbye Heart)	Tom Gentry	
A Chocolate Sundae On A Saturday Night	Jeremey Johnson	Delete
Always	Mark Hale	Delete



Details Members **Repertory** Entries

Title	Arranger(s)	Action
A Chocolate Sundae On A Saturday Night	Jeremey Johnson	Delete
Always	Mark Hale	Delete
Everybody Loves Somebody	Larry Triplett	Delete
Everyone's Wrong But Me	Kevin Keller	Delete
Hello Mary Lou (Goodbye Heart)	Tom Gentry	Delete
I'll Get By (As Long As I Have You)	Steve Armstrong	Delete

If you made a mistake:

- Refresh the web page  
*(it will re-sort alphabetically)*
- Click **Delete**

PLEASE NOTE: On the **Entries** tab, you may see previous contests that you have entered. Also – (if this is an *Invitational* contest) – your Session may already be listed. If so, simply click on that link to edit your entry.

 Barberscore  Logout

Dashboard / GroupManager / Group / Entries

### Easy Street

Details Members Repertory **Entries**

Entry	Status
<a href="#">Sunshine District Fall 2017 Convention Quartet Session</a>	Final
<a href="#">BHS International Midwinter 2018 Convention Quartet Session</a>	Approved

Create New Entry

Click **Create New Entry** to enter a new contest

Group Status: Active

## Easy Street

[Details](#)[Members](#)[Repertory](#)[Entries](#)

(New Entry)

Choose Session

Cancel

Save

**Note:** You can enter any session currently listed as Open (including sessions from other Districts/Divisions other than your home). If it shows "No Results Found" that means no sessions are currently opened.

Click the drop-down box to display the list of available "opened" contest sessions...

...find and select the contest you wish to enter

Choose Session

Square - Lodi, CA; April 14, 2018

Session: Ontario District Spring 2018 Convention Quartet Session; Maranatha Church - Belleville, ON; April 13, 2018

Session: Pioneer District Spring 2018 Convention Quartet Session; DeVos Center for Arts and Worship - Grand Rapids, Michigan; April 20, 2018

Session: Sunshine District Spring 2018 Convention Quartet Session; Orlando Airport Marriott - Orlando, Florida; March 9, 2018

## Easy Street

[Details](#)[Members](#)[Repertory](#)[Entries](#)

(New Entry)

Session: Sunshine District Spring 2018 Convention Quartet Session; Orlando Airport Marriott - Orlando, Florida; March 9, 2018 x ▼

Click Save...

**Note:** You can enter any session currently listed as Open (including sessions from other Districts/Divisions other than your home). If it shows "No Results Found" that mea



Barberscore



Logout

...the **Entries** tab  
now shows the  
details of your  
contest entry info

[Dashboard](#) / [GroupManager](#) / [Group](#) / [Entries](#) / [Entry](#)

## Easy Street

[Details](#)[Members](#)[Repertory](#)[Entries](#)

Easy Street; Sunshine District Spring 2018 Convention Quartet Session

Preferences

Details

Members

Repertory

Entries

NOTE: To enter for "score/eval only" - **Exclude**  
all awards & click **Keep Scores Private**

## Easy Street; Sunshine District Spring 2018 Convention Quartet Session

*Is your quartet interested in participating in a  
post-contest evaluation session?*

Preferences

Skip Eval

Include Eval

Make Scores Public

Keep Scores Private

Contests Entered: 3

*Scores can only be  
private if you choose  
not to compete in  
**any** contest!*

Click the **Exclude** button for  
all contests or awards for  
which you are not eligible,  
or do not want to enter

Status

Name

Action

Included

Sunshine District Seniors Quartet Championship

Exclude

Included

SUN Intl Prelim Quartet Qualifier

Exclude

Included

Sunshine District Youth Quartet Championship

Exclude

Participants on Stage: 4

Status	Name	Part	Current Through	Action
Included	Charles C Nelson (Charlie)	Baritone	June 6, 2018	<button>Exclude</button>
Included	Bryan E Hevel	Bass	September 30, 2018	<button>Exclude</button>
Included	Dave Cross	Lead	July 27, 2018	<button>Exclude</button>
Included	Paul H Carter	Tenor	October 30, 2018	<button>Exclude</button>

Song Repertory: 8

Title	Arranger(s)
A Chocolate Sundae On A Saturday Night	Jeremey Johnson
Always	Mark Hale
Everybody Loves Somebody	Larry Triplett
Everyone's Wrong But Me	Kevin Keller
I'll Get By (As Long As I Have You)	Steve Armstrong
I'm Havin' A Ball (from Dirty Grandpa)	Adam Scott
L-O-V-E	Larry Triplett

Make changes to your [Repertory](#)

Submit Entry

Delete Entry

Entry Status: New

For those quartets with more than 4 assigned members, **Exclude** any name not participating

*If you are missing any songs, you can add them now or later. You can submit your contest entry now as long as you plan to return to update this later on.*

**Click Submit Entry ...**



## Submit Entry

This will formally submit your entry into the contest.

**Note:** By entering this contest you are agreeing/certifying to the following:

- You agree to the public exhibition on one or more occasions of motion picture films or a television program or programs using live broadcasts, video tapes, or films, or a combination of two or more of these, which may be made of you and other quartets and/or groups during the contest. You agree that all revenues received by the Society, or any of its affiliates, for same may be retained by the Society or affiliate. You agree that the Society may record your portion of the contest for Society archives and Society use. Included in this agreement is permission to the Society to use available segments of your portion of the contest on recordings to be manufactured and sold by the Society.
- You certify that each member of the quartet or group (including director) holds, or shall hold, a convention registration for said contest.
- You certify that you have complied with copyright law in the acquisition, arranging, and learning of our contest songs/arrangements and will perform only legally cleared songs in the contest. You understand that ineligibility or disqualification will be a consequence for violation of this statement.
- You certify that you will perform songs listed in our song Repertory. Any song performed that does not exist in the Repertory before the performance may result in disqualification.

Cancel

Submit Entry

Read and certify,  
then click **Submit  
Entry** again.

Submit Entry

Delete Entry

Entry Status: New



That's it! You should receive a copy of the submission email that is sent to your DRCJ within a few minutes.

*When your entry is approved by the DRCJ, you'll receive a confirmation email. Please contact your DRCJ if you have any questions or concerns regarding your contest entry submission.*