

## FAQs about posting material to the SCGS website

Q How can I post recordings, original compositions and arrangement on the SCGS website?

A EITHER:

1. Members can post material themselves in the Members Forum. Click on these menus and links: **Members Area> Forum> The Works!> Start a discussion**. You can upload audio files (preferably MP3s), a score (preferably a PDF). Press the upload button to get started. You can add video too by pressing the video button.

The upload button looks like this  and the video button like this .

Don't forget to add a title and some text to your post. After a period of time, your post may be taken down, to ensure that we don't exceed our storage allowance and so that other members can share their material; OR

2. You can ask the Web Editor to create a curated website page for you. To view the current curated pages, first log-in and follow **Members Area> Curated Pages** and click on one of the members images in the gallery.

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Q What's a curated website page?

A This is your page on the SCGS website. You can't post directly to it, but you can discuss content and layout with the Web Editor and you have final approval for the page. There are two sorts of curated page:

1. Professional teachers and performers who are SCGS members can have pages (or links to their own websites) in the Teachers and Performers Directories;
2. Any SCGS member can have a curated page, accessed through the Members Area of the website.

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Q What does the Web Editor need from me to set up a curated page?

A The Web Editor needs the following

1. A good photo of you. If you do not wish to have a photo in the gallery of curated pages or on your individual page, the Web Editor will suggest an alternative image;
2. The scores of your arrangements/compositions, scanned from manuscript, or PDFs exported from Sibelius, MuseScore or similar applications;
3. Any audio recordings (MP3 files) or video (MP4 files) you wish to place on your page. If these recordings are already available on a YouTube channel or a music streaming service, just send the link (URL);
4. Some text about your scores or recordings, for example how you came to write/record them, or anything else members might find interesting.

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Who can see my curated page?

A You have a choice: EITHER

1. You can ask for the page to be **private** and accessible only to SCGS members who have registered to use the Members Area. Members need a password to access this part of the site. You will not be able to share your page with anyone who is not a registered member; OR
2. You can ask that the page is **open**. This will enable you to share the page URL, for example by including it in an email to friends or posting it on another website. In this case a password will not be required by anyone following the link.

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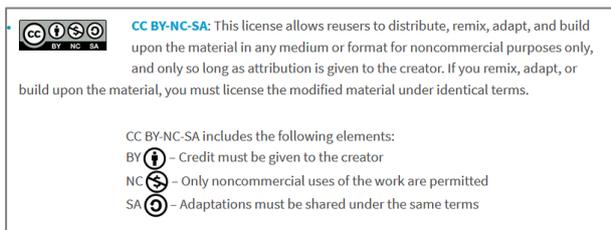
A What about copyright?

Q You retain your copyright of original works, transcriptions or arrangements. There are various options for licencing use of your work to SCGS Members, with more or less restrictions. Here are some options:

1. The most restrictive would be a bespoke notice of the following kind:

[Your Name] reserves all rights to these arrangements and original works but permits members of Southampton Classical Guitar Society to use these works for personal, non-commercial purposes. Members must attribute these arrangements to [Your Name] whenever they are performed to an audience. Members may not share these works with non-members and should refer any other interested party to [Your Name], who may be contacted directly or via the Web Editor.

2. Less restrictive, would be the sharing of these works under the terms of a Collective Commons licence. There are various form of this licence the less restrictive of which is this:



**CC BY-NC-SA**: This license allows reusers to distribute, remix, adapt, and build upon the material in any medium or format for noncommercial purposes only, and only so long as attribution is given to the creator. If you remix, adapt, or build upon the material, you must license the modified material under identical terms.

CC BY-NC-SA includes the following elements:

- BY ⓘ - Credit must be given to the creator
- NC ⚡ - Only noncommercial uses of the work are permitted
- SA Ⓞ - Adaptations must be shared under the same terms

Other types of Creative Commons licenses are available and are described at <https://creativecommons.org/about/ccliceses/>

3. Least restrictive of all is a Creative Commons Public Domain Dedication. This is a licence which allows creators to give up their copyright and put their works into the worldwide public domain. It allows re-users to distribute, remix, adapt, and build upon the material in any medium or format, with no conditions.

If you publish scores or recordings commercially, these licences will not be suitable. In that case, it would be better to provide a link to your publishing house or music/video streaming service, where your work is available for sale.

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You can contact the Web Editor (Denis Gibson) at [gibson.50@outlook.com](mailto:gibson.50@outlook.com)