

HOW TO COMPLETE A JURY FORM

1. Download the one you want (Instrumental, Piano, or Voice) from <https://myumo.moc.edu/academic/sas/music/default.aspx>.
2. Open the document in Adobe Reader. (This is more reliable than opening it in your browser). You might have to right-click on your downloaded document and select “Open with Adobe Reader” or “Open with Adobe Acrobat.”
3. Type your information in the blue-gray areas. You can use the “TAB” key or the mouse to move from one blank to another. If you can’t read the drop-down lists, make the document bigger by pressing CTRL-Y on PC or CMD-Y on Mac.
4. Once your information is complete, send it to the printer. You will need six copies. You do not need to print out the rubric page.
5. If you have any questions, please see or email Dr. Ashley (cashley@umo.edu).