

Southern  California  
Junior Bach Festival

The logo is a black crest featuring a crown at the top, a shield with a complex geometric pattern, and a decorative border of leaves and scrolls.

**SCJBF 2025 Teacher Registration Instructions**





# Southern California Junior Bach Festival



To cultivate knowledge and understanding of Bach's music.

SCJBF  
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String and Wind & Voice  
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**LOGIN**

for Teachers who participated in SCJBF in 2024

**TEACHER REGISTRATION**

for New/Returning Teachers who did NOT participate in SCJBF in 2024

QUESTIONS? Please email: [scjbf@evensteps.com](mailto:scjbf@evensteps.com)

- If you are a Teacher who participated in SCJBF in 2024, please click on the **LOGIN** button on the left. (If you forgot your password, click on [Forgot password?](#))
- If you are a **NEW/RETURNING** Teacher who did not participate in SCJBF in 2024, please click the **TEACHER REGISTRATION** button on the right.
  - NOTE: Usernames/Passwords from the OLD SYSTEM will NOT work in this portal.



## Welcome

2024 Southern California Junior Bach Festival CWA

**Complete Works Audition Festival Date**  
September 29, 2024 (Sunday)

**Complete Works Audition Festival Teacher Registration Deadline**  
September 29, 2024

**Complete Works Audition Festival Parent Registration & Payment Deadline**  
June 28, 2024

## RETURNING TEACHERS

- You may land on the “Welcome” page for 2024
- If the heading at the top of your dashboard reads “Complete Works Audition,” please click on the “Hamburger” menu (3 lines)



📦 List Of Organizations

Southern California Junior Bach Festival

–Region IV

• Santa Monica Bay

## Welcome

2024 Southern California Junior Bach Festival CWA

### Complete Works Audition Festival Date

September 29, 2024 (Sunday)

### Complete Works Audition Festival Teacher Registration Deadline

September 29, 2024

### Complete Works Audition Festival Parent Registration & Payment Deadline

June 28, 2024



## RETURNING TEACHERS (continued)

- From the “Hamburger” menu, please click on the name of your Branch





## Welcome

SCJBF 2024 Santa Monica Bay Branch Bach Festival

### Branch Festival Date

March 3, 2024 (Sunday)

### Branch Festival Teacher Registration Deadline

March 3, 2024

### Branch Festival Parent Registration & Payment Deadline

April 18, 2024

## RETURNING TEACHERS (continued)

- Now your Branch name should be at the top
- Please continue by clicking on the “Trophy” icon

## RETURNING TEACHERS (continued)

- Click on the “Trophy” icon and select “2025 Southern California Junior Bach Festival”



Log out

2025 Southern California Junior Bach Festival - Santa Monica Bay - Branch

Festival:\*

- ✓ 2025 Southern California Junior Bach Festival
- 2024 Southern California Junior Bach Festival

Save

2025 Southern California Junior Bach Festival - Santa Monica Bay - Branch



Log out



Teacher Registration

General Organization

Southern California Junior Bach Festival

Branch Organization\*

Region IV: Santa Monica Bay

Teacher's Email\*

Teacher's User Name\*

Password\*

Confirm password\*

Teacher's First Name\*

Teacher's Last Name\*

Address 1\*

## RETURNING & NEW TEACHERS

- Edit or Fill in or the required information

- Be sure your "Branch Organization" (Region Name: Branch Name) is correct



Teacher's User Name\*

The User Name is required.

The minimum username length is 6 characters

# of characters

Password\*

.....

The minimum password length is 6 characters and must contain at least 1 lowercase letter, 1 capital letter, 1 number, and 1 special character.

- # of characters
- Lowercase letter
- Capital letter
- Number
- Special character

Address 2

City\*

State\*

Zip\*

Country\*

Teacher's Phone Number\*

## RETURNING & NEW TEACHERS (continued)

- Fill in the required information
- Agree to the “terms and conditions”
- Click “Register and Pay using Stripe”

### Consent Information

#### SCJBF 2025 Teacher Agreement

I Agree to the terms and conditions

I have read and agree to abide by the Rules & Teacher Guidelines of the Southern California Junior Bach Festival found at <https://scjbf.org/rules-guidelines>.



Register and Pay using Stripe



Teacher Annual Website Fee

**\$25.00**


- Choose a “Payment Method”
- Fill in Required Information
- **UNCLICK** “Save my info for 1-click checkout with Link”
  - Link is a STRIPE product and is **not** related to SCJBF
- Click on “Pay”


 

Or pay another way


Email

Payment method

 Card

 US bank account

Save my info for 1-click checkout with Link  
Securely pay on Southern California Junior Bach Festival, Inc. and everywhere Link is accepted.



SCJBF Teacher Payment Confirmation Detail

scjbf@6938072.brevosend.com  
to dhhow, me

Tue, Jan 21, 4:07 PM (2 days ago) ☆ 😊 ↶ ⋮

**SCJBF 2025 Teacher Annual Website Usage Fee Confirmation**

**Dear Teacher,**

Payer : Deborah WMC How  
Payment GateWay : Stripe  
Payment Status : paid  
Payment Amount : 25.00

**THANK YOU!**

- **You will receive a payment confirmation from SCJBF by email**



↶ Reply

↷ Forward



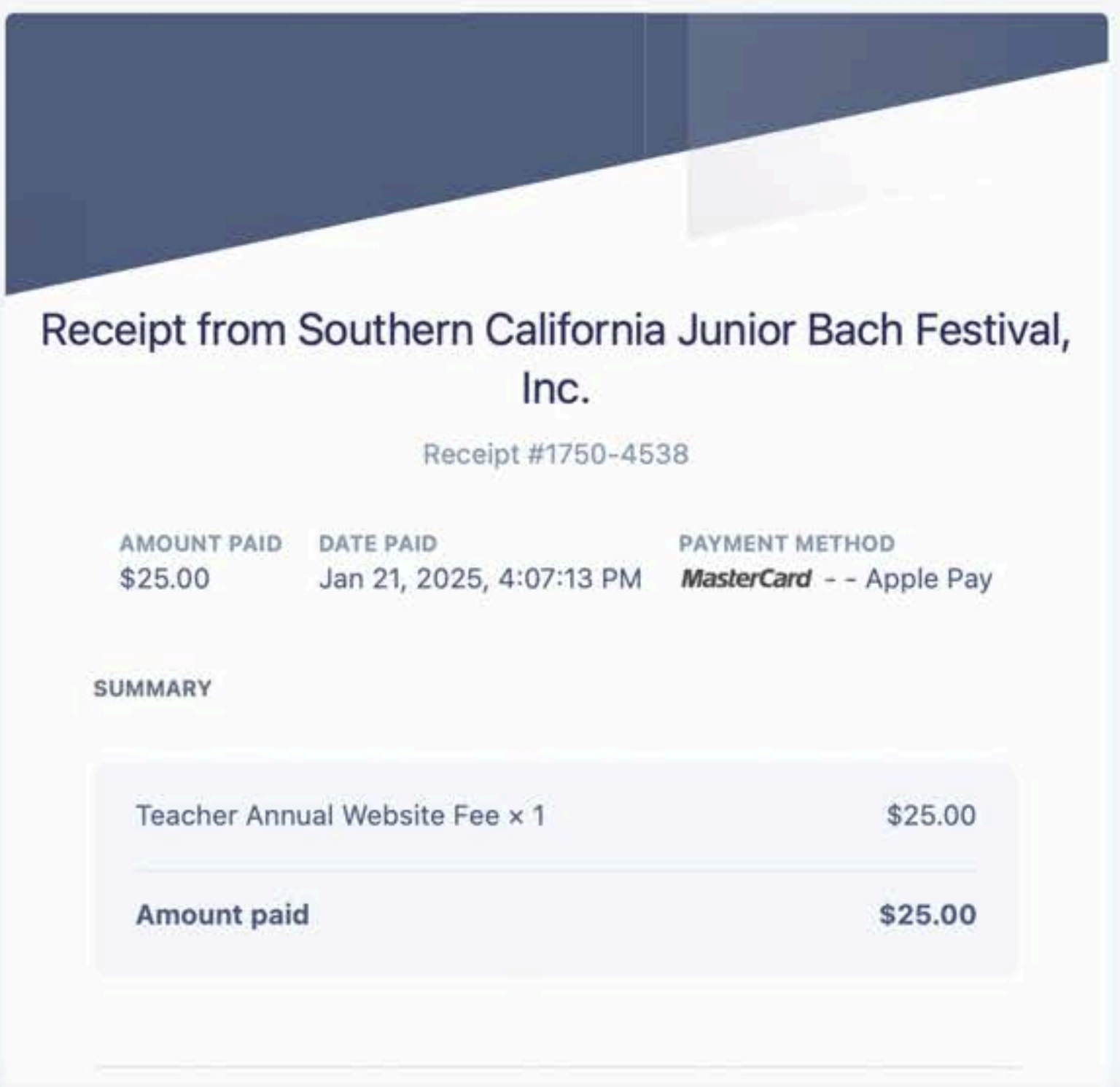
Your Southern California Junior Bach Festival, Inc. receipt [#1750-4538] Inbox x Updates x



 **Southern California Junior Bach Festival, Inc.**  <receipts+acct\_1BGHyeBOuyuGgVVV@stripe.com>  
to dhhov ▾

Tue, Jan 21, 4:10 PM (2 days ago) ☆ 😊 ↶ ⋮

- You will also receive a payment confirmation from Stripe by email



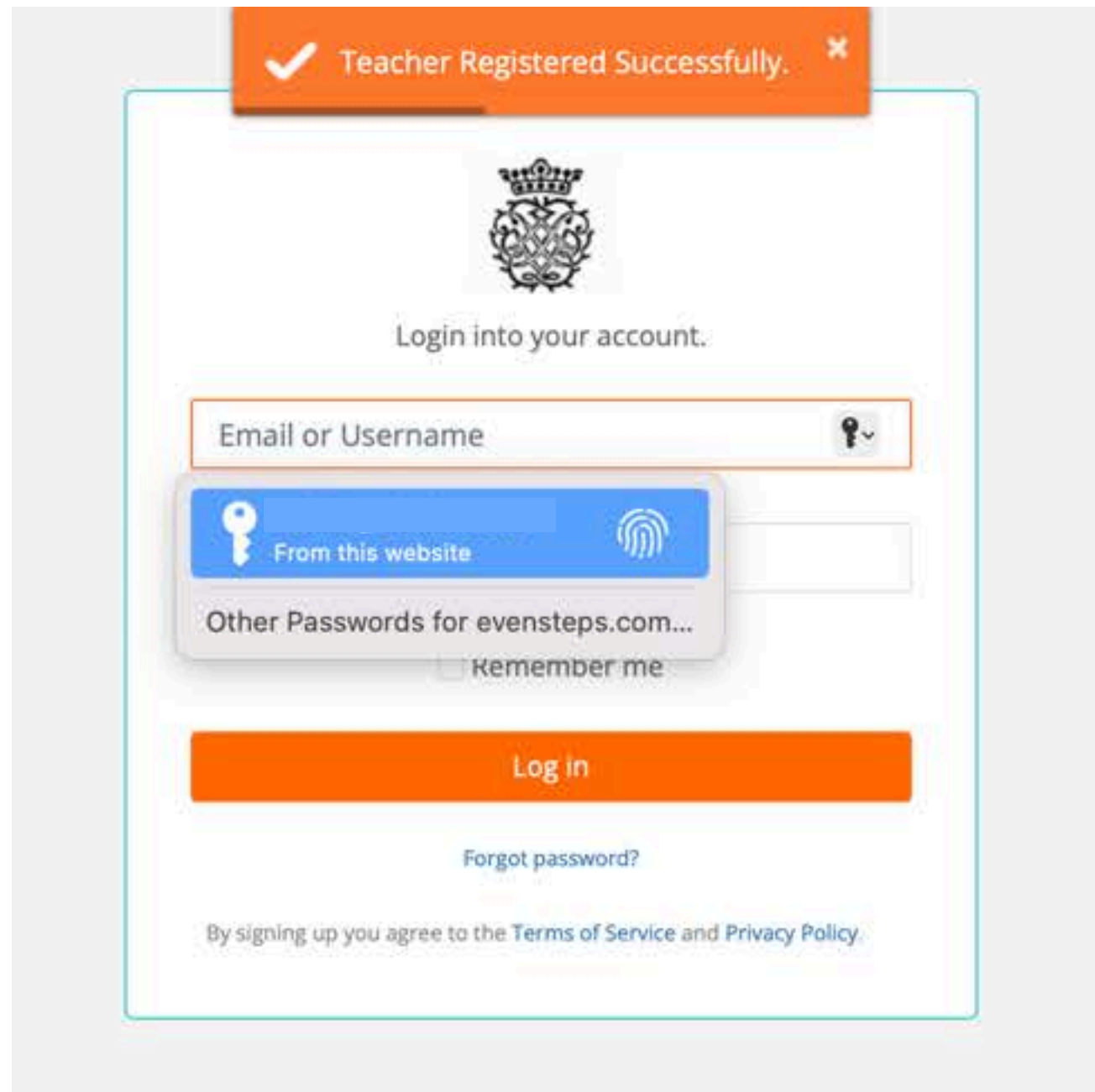
Receipt from Southern California Junior Bach Festival, Inc.  
Receipt #1750-4538

AMOUNT PAID	DATE PAID	PAYMENT METHOD
\$25.00	Jan 21, 2025, 4:07:13 PM	MasterCard -- Apple Pay


**SUMMARY**

Teacher Annual Website Fee x 1	\$25.00
<b>Amount paid</b>	<b>\$25.00</b>


- Once you have paid your annual teacher website usage fee, you may Login to your account at <https://scjbf.evensteps.com>





✓ Teacher Registered Successfully. ✕



Login into your account.

Email or Username 

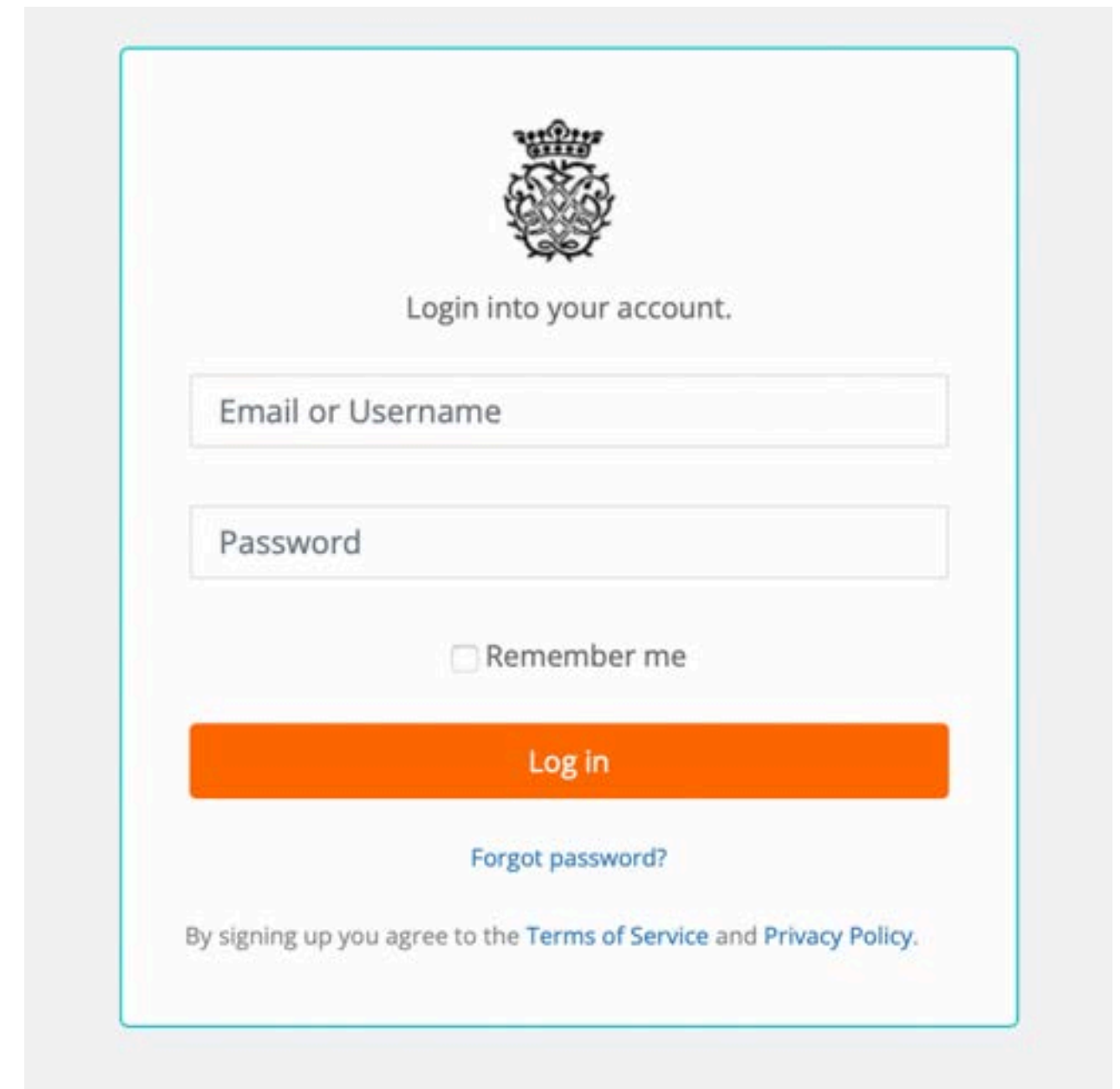
 From this website 


Other Passwords for evensteps.com...  
 Remember me

Log In

[Forgot password?](#)

By signing up you agree to the [Terms of Service](#) and [Privacy Policy](#).





Login into your account.

Email or Username

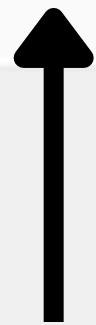
Password

Remember me

Log In

[Forgot password?](#)

By signing up you agree to the [Terms of Service](#) and [Privacy Policy](#).



- You will land on your Branch's Bach Festival "Welcome" page for 2025
- Branch Festival information will be listed as provided by your Branch Chair

**Welcome**  
SCJBF 2025 Santa Monica Bay Bach Branch Festival

**Branch Festival Date**  
March 2, 2025 (Sunday)

**Branch Festival Venue**  
Westside Music Conservatory  
12424 Wilshire Blvd Ste 100  
Los Angeles (Brentwood) 90025

**Branch Festival Website**  
<https://www.mtacsmbay.org/bach-festival-piano>

**Branch Festival Teacher Registration Deadline**  
February 10, 2025

**Branch Festival Parent Registration & Payment Deadline**  
February 15, 2025

- If you participated in SCJBF last year, you can toggle between 2024 and 2025 by clicking on the "Trophy" icon
- To register students in this year's Branch Bach Festival, be sure you are in 2025



- Click on the “Trophy” icon and select “2025 Southern California Junior Bach Festival”



Log out

2025 Southern California Junior Bach Festival - Santa Monica Bay - Branch

Festival:\*

- ✓ 2025 Southern California Junior Bach Festival
- 2024 Southern California Junior Bach Festival

Save

2025 Southern California Junior Bach Festival - Santa Monica Bay - Branch



Log out



- Users
- Documents
- All Users

## In the Left-Hand Menu

- Click on "User"
- Then, Click on "All Users"

Index  
Users / All Users

List of Users

Role Name

All

First Name Or Last Name Or Email

Search

Show

10

Users List

Showing 1 to 2 of 2 Users

Create Student

## To register a Student

- Click on "Create Student"

First Name	Last Name	Email	User Name	Role Name	Payment Status	Action
Deborah WMC	How	dhhow@musette.org	Musette	Teacher	Stripe - Paid	<a href="#">Edit</a> <a href="#">Details</a>

Page 1 of 1

Clicking on "User" > "All Users" will open your dashboard

- You will see yourself
- You will see your students, once they are registered



Users

Documents

All Users

## Create Student

Users / All Users / Create

- “Create Student” by entering the required information

OR

- Select a “Student” from the pre-populated drop-down list from last year (only if you participated in SCJBF in 2024) by clicking in the “Create Student” box

### Create Student

Student\*

Create Student

Parent Email\*

Student First Name\*

Student Last Name\*

Festival\*

SCJBF 2025 Santa Monica Bay Bach Branch Festival

Instrument\*

Select One

Category\*

Select One

Repertoire

Select One

Movement

Select Some Options

Time (mm:ss)\*

Select One

Select One

Select Some Options

Teacher Notes

Text area for Teacher Notes



Users

Documents

All Users

## Create Student

Users / All Users / Create

### Create Student

Student\*

Create Student

Parent Email\*

dhow@musicaletudes.com

Student First Name\*

Tinker

Student Last Name\*

Bell

Festival\*

SCJBF 2025 Santa Monica Bay Bach Branch Festival

Instrument\*

Select One

Category\*

Select One

Repertoire\*

Select One

Movement

Select Some Options

Time (mm:ss)\*

Select One

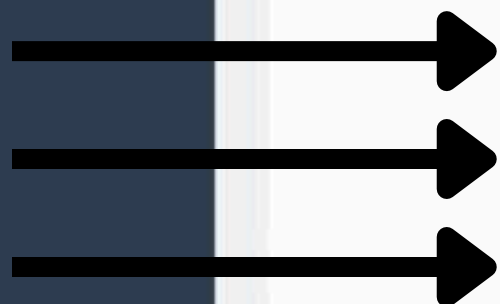
Select One

Select Some Options

Teacher Notes

To "Create Student"

- Fill in the required information



# Create Student

Student\*

Parent Email\*

Student First Name\*

Student Last Name\*

Festival\*

Instrument\*

Select One

Select One

Teacher Notes

- ✓ Create Student
- Mickey Mouse
- Minnie Mouse
- Donald Duck
- Daisy Duck
- Ariel Mermaid
- Sebastian Crab
- Ursula Witch
- Snow White
- Doc Dwarf
- Frumpy Dwarf
- Happy Dwarf
- Sleepy Dwarf
- Bashful Dwarf
- Sneezy Dwarf
- Dopey Dwarf
- Prince Charming

- If you participated in SCJBF in 2024, you can select a “Student” from the pre-populated drop-down list from last year by clicking in the “Create Student” box
- When you select an existing student, the “Parent Email,” “Student First Name,” and “Student Last Name” fields will be filled in automatically





Users

Documents

All Users

## Create Student

Users / All Users / Create

### Create Student

Student\* Create Student

Parent Email\* dhow@musicaletudes.com

Student First Name\* Tinker

Student Last Name\* Bell

Festival\* SCJBF 2025 Santa Monica Bay Bach Branch Festival

Instrument\* AM

PM

No Preference

Participant Time Preference\*

Category*	Repertoire*	Movement	Time (mm:ss)*
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Select One	Select One	Select Some Options	
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Select One	Select One	Select Some Options	
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Teacher Notes

- Some Branches allow Teachers to select a “Participant Time Preference”
- Choose “AM,” “PM,” or “No Preference”



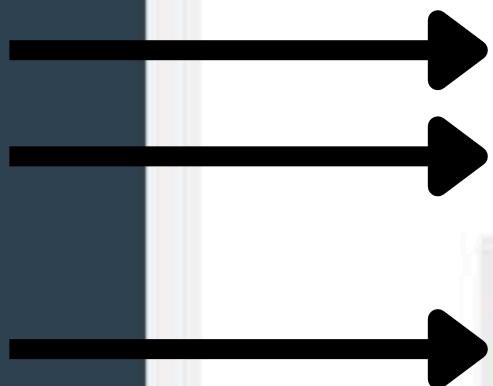
## Next Steps

- Select “SCJBF 2025 Bach Branch Festival”

- Select “Instrument”

- Select “Category”

- Click in the “Select One” box under the “Category” to open the drop-down menu



Create Student

Student\* Create Student

Parent Email\* dhow@musicaetudes.com

Student First Name\* Tinker

Student Last Name\* Bell

Festival\* SCJBF 2025 Santa Monica Bay Bach Branch Festival

Instrument\* Keyboard

Category\* Repertoire\* Movement Time (mm:ss)\*

Select One

Select One

J.S. Bach Repertoire (Non-Listed Works)

Non J.S. Bach Repertoire (Other Composers)

Anna Magdalena Bach Notebook

Category 0 - Miscellaneous Eligible Works

Category I - Short Preludes and Fugues

Category II - Various Dance Movements

Category III - Inventions and Sinfonias

Category IV - Duets

Create

- Select “Repertoire”

- In Categories with 3-Year Cyclical Repertoire, works marked with \* are eligible for the 2025 Complete Works Audition

Create Student

Student\* Create Student

Parent Email\* dhhow@musicaetudes.com

Student First Name\* Tinker

Student Last Name\* Bell

Festival\* SCJBF 2025 Santa Monica Bay Bach Branch Festival

Instrument\* Keyboard

Category*	Repertoire*	Movement	Time (mm:ss)*
Category II – Various Dance Movements	* from the English Suite #3 in G Minor: Gavotte I, Gavotte II (o... 	Select Some Options	
Select One	from the English Suite #1 in A Major: Bourrée I, Bourrée II, BWV 806 from the English Suite #2 in A Minor: Bourrée I, Bourrée II, BWV 807 * from the English Suite #3 in G Minor: Gavotte I, Gavotte II (ou la Musette), BWV 808 * from the English Suite #4 in F Major: Menuet I, Menuet II, BWV 809 from the English Suite #5 in E Minor: Passepied I en Rondeau, Passepied II, BWV 810	Select Some Options	

Teacher Notes

Create

# Create Student

Users / All Users / Create

## Create Student

Student\*

Parent Email\*

Student First Name\*

Student Last Name\*

Festival\*

Instrument\*

- Select "Movement"
- Click on the "Movement" to Select



Category*	Repertoire*	Movement	Time (mm:ss)*
<input type="text" value="Category II - Various Dance Movements"/>	<input type="text" value="* from the English Suite #3 in G Minor: Gavotte I, Gavotte II (o..."/>	<input type="text" value="Gavotte I"/>	<input type="text"/>
<input type="text" value="Select One"/>	<input type="text" value="Select One"/>	<input type="text" value="Gavotte II (ou la Musette)"/>	<input type="text"/>
		<input type="text" value="Select Some Options"/>	<input type="text"/>

Teacher Notes

Create

# Create Student

Users / All Users / Create

## Create Student

Student\* Create Student

Parent Email\* dhow@musicaletudes.com

Student First Name\* Tinker

Student Last Name\* Bell

Festival\* SCJBF 2025 Santa Monica Bay Bach Branch Festival

Instrument\* Keyboard

Category*	Repertoire*	Movement	Time (mm:ss)*
Category II - Various Dance Movements	* from the English Suite #3 in G Minor: Gavotte I, Gavotte II (o...	Gavotte I ✕ Gavotte II (ou la Musette)	
Select One	Select One	Select Some Options	

Teacher Notes

Create

- You may Select multiple Movements
- Click on the next "Movement" to Select





## Create Student

Student\*

Parent Email\*

Student First Name\*

Student Last Name\*

Festival\*

Instrument\*

- Entire "Time" in mm:ss
- Enter any "Teacher Notes" to the Branch Chair

Category*	Repertoire*	Movement	Time (mm:ss)*
<input type="text" value="Category II - Various Dance Movements"/>	<input type="text" value="* from the English Suite #3 in G Minor: Gavotte I, Gavotte II (o..."/>	<input type="text" value="Gavotte I ✕"/> <input type="text" value="Gavotte II (ou la Musette) ✕"/>	<input type="text" value="03:45"/>
<input type="text" value="Select One"/>	<input type="text" value="Select One"/>	<input type="text" value="Select Some Options"/>	<input type="text"/>

Teacher Notes

Create

- Click on Create



# Index

Users / All Users

## List of Users

Create Student

Role Name

First Name Or Last Name Or Email

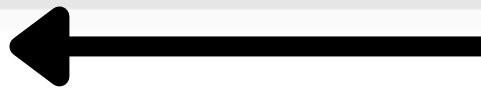
Search

Show

 Users List

Showing 1 to 2 of 2 Users

First Name	Last Name	Email	User Name	Role Name	Payment Status	Action
Deborah WMC	How	dhhow@musette.org	Musette	Teacher	Stripe - Paid	<a href="#">Edit</a> <a href="#">Details</a>
Tinker	Bell			Student		<a href="#">Edit Student</a> <a href="#">Details</a>



• Once you “Create Student,” you will see the student in your “List of Users”



# Index

Users / All Users

## List of Users

Create Student

Role Name

All

First Name Or Last Name Or Email

Search

Show

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Users List

Showing 1 to 2 of 2 Users

First Name	Last Name	Email	User Name	Role Name	Payment Status	Action
Deborah WMC	How	dhow@musette.org	Musette	Teacher	Stripe - Paid	Edit Details
Tinker	Bell			Student	Stripe - Paid	Edit Student Details

Page 1 of 1

- Once the Parent has completed the registration and paid the registration fees, you will see “Stripe - Paid” after the Student’s Name

- The Teacher will also receive a copy of the “SCJBF Student Payment Confirmation Detail” sent to the Parent

Reminder Add task Permalink Snooze

### SCJBF Student Payment Confirmation Detail

sc scjbf@scjbf.evensteps.com via hp.d.sender-sib.com Unsubscribe Exclude

THU JAN 23 12:52 PM NEWSLETTER

dhow, dhow.music, dhow

Display now External Images are not displayed

**SCJBF 2025 Branch Festival Payment Confirmation**

**Dear Parent,**

**SCJBF 2025 Santa Monica Bay Bach Branch Festival on 03/02/2025**

Payer : Walt E Disney  
Student Name : Tinker Bell  
Payment GateWay : Stripe  
Payment Status : paid  
Payment Amount : 50.00

**THANK YOU!**

Reply Reply All Forward Edit as new Reply With Template

@mention a user or group to share this email



Users

Documents

All Users



Index

Users / All Users

- Click on “Documents” to see SCJBF Documents for your Branch

List of Users

Create Student

Role Name

All

First Name Or Last Name Or Email

Search

Show

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Users List

Showing 1 to 2 of 2 Users

First Name	Last Name	Email	User Name	Role Name	Payment Status	Action
Deborah WMC	How	dhow@musette.org	Musette	Teacher	Stripe - Paid	<a href="#">Edit</a> <a href="#">Details</a>
Tinker	Bell			Student		<a href="#">Edit Student</a> <a href="#">Details</a>

Page 1 of 1

1

- Click on “Edit Student” to edit Student Name, Parent Email, or Repertoire
- Click on “Details” to see Registration Details and to RESEND Registration Email to UNPAID Students





Southern California  
Junior Bach Festival

Questions? [Email evensteps@scjbf.com](mailto:evensteps@scjbf.com)

**THANK YOU!**

