

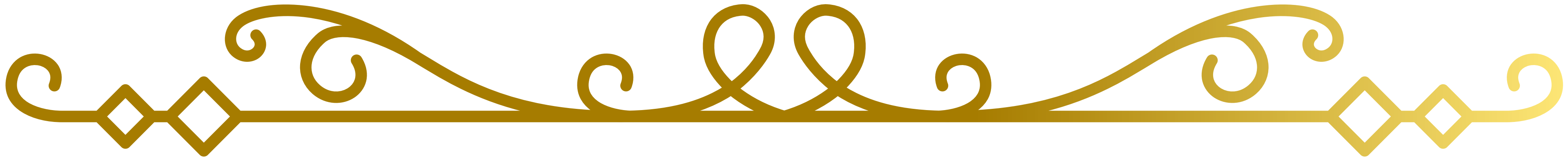


Southern California
Junior Bach Festival

SCJBF 2026 RETURNING Teacher Registration Instructions

STRING • WIND & VOICE Regional Festivals

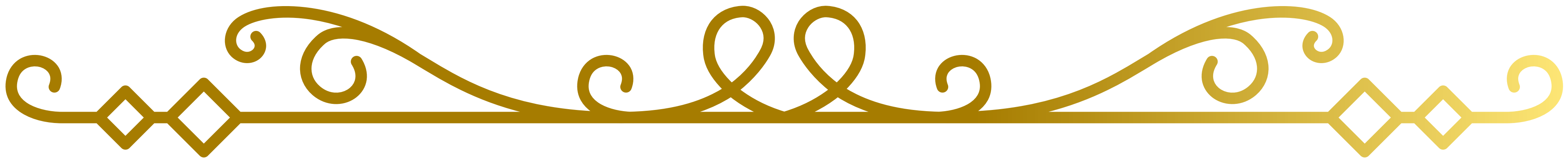




please read **all** the
SCJBF Rules & Teacher Guidelines at:

<https://scjbf.org/rules-guidelines/>





Complete Works Audition
repertoire list is available at:

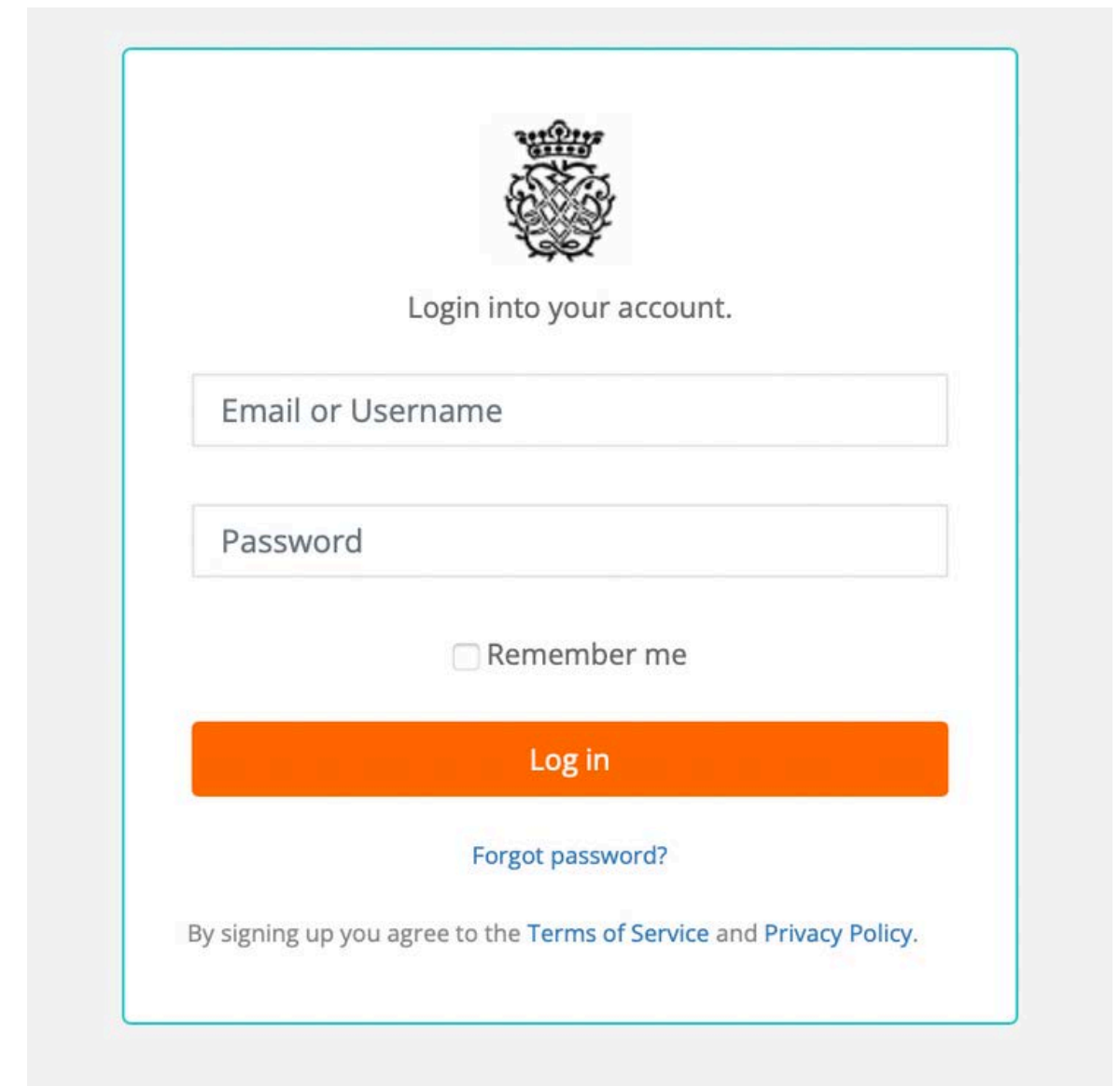
<https://scjbf.org/complete-works-audition/>



now you are ready to login at:

<https://scjbf.evensteps.com>

Please open the link in a new window
to continue reading instructions during
the registration process



The screenshot shows a login page with a crest at the top center. Below the crest is the text "Login into your account." followed by two input fields: "Email or Username" and "Password". There is a checkbox labeled "Remember me" and a prominent orange "Log in" button. Below the button is a link for "Forgot password?". At the bottom, there is a small text line: "By signing up you agree to the Terms of Service and Privacy Policy."



Welcome

2025 Southern California Junior Bach Festival Complete Works Audition (CWA)

Complete Works Audition Festival Date

September 28, 2025 (Sunday)

Complete Works Audition Festival Venue

Bob Cole Conservatory of Music
California State University, Long Beach
1250 N Bellflower Blvd
Long Beach 90840-7101

Complete Works Audition VENUE Website

<https://web.csulb.edu/colleges/cota/music/maps/>

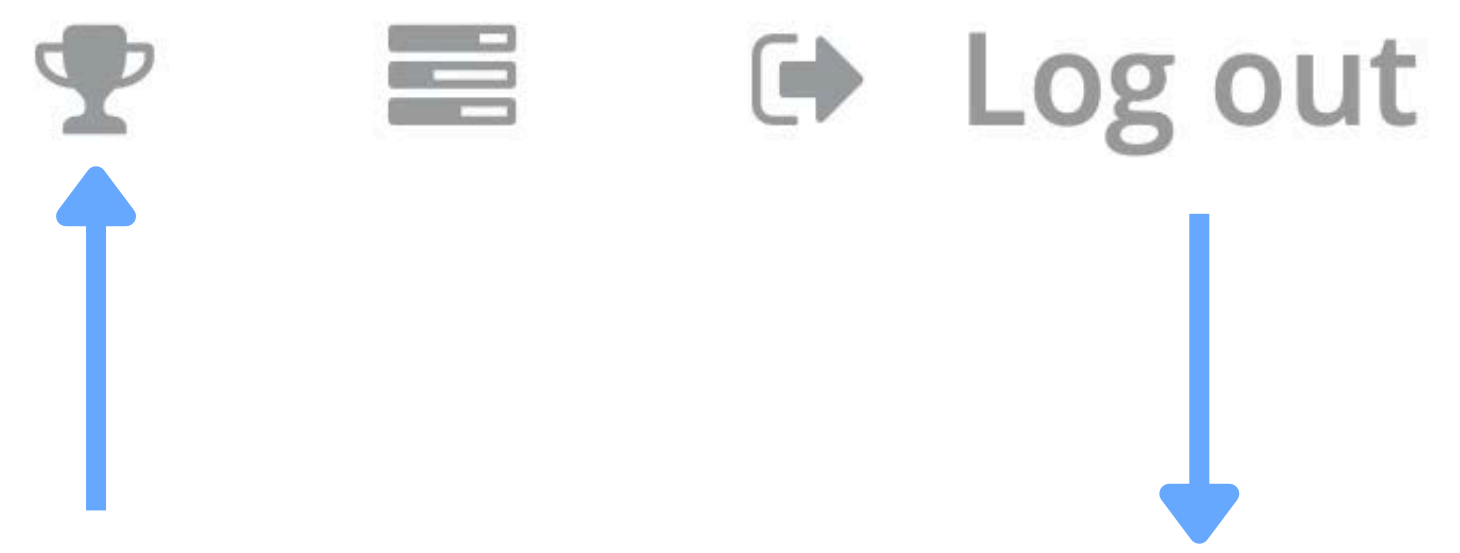
Complete Works Audition Festival Parent Registration & Payment Deadline

June 30, 2025

[SCJBF Rules \(12-14-2025 rev\).pdf](#)
[SCJBF Teacher Guidelines \(12-13-2025 rev\).pdf](#)

- You may land on the “Welcome” page for one of the **2025 SCJBF** Bach Festivals

- Click on the “Trophy” icon and select “2026 Southern California Junior Bach Festival”



2026 Southern California Junior Bach Festival

✓ 2025 Southern California Junior Bach Festival

2024 Southern California Junior Bach Festival

• Click on “Save” →



- In some browsers, you may need to click in the 2025 window to see the drop-down menu with 2026



Teacher Registration

General Organization

Southern California Junior Bach Festival

Branch Organization*

String

Teacher's Email*

[Empty email field]

Teacher's User Name*

[Empty username field]

Password*

[Empty password field]

Password*

.....

Confirm password*

[Empty confirm password field]

Teacher's First Name*

[Empty first name field]

Teacher's Last Name*

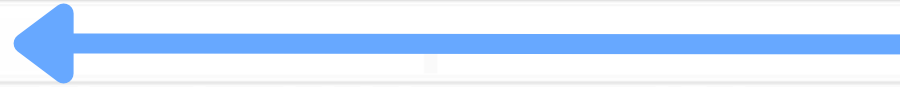
[Empty last name field]

Address 1*

[Empty address 1 field]

RETURNING & NEW TEACHERS

- Edit or Fill In the required information
- Be sure your “Organization” (String OR Wind & Voice) is correct



Teacher's User Name*

[Empty username field]

The User Name is required.

The minimum username length is 6 characters

of characters

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

State*

Zip*

Country*

Teacher's Phone Number*

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

Consent Information

SCJBF 2026 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

SCJBF Annual Teacher Participation Fee

\$35.00



- Choose a “Payment method”
- Fill in required information
- **UNCLICK** “Save my information for faster checkout”
 - Link is a STRIPE product and is **not** related to SCJBF
- Click on “Pay”




OR

Email

Payment method

 Card 

 US bank account

Save my information for faster checkout
Pay securely at Southern California Junior Bach Festival, Inc. and everywhere [Link](#) is accepted.

SCJBF Teacher Payment Confirmation Detail



scjbf@6938072.brevosend.com
to dhhow

Thu, Dec 18, 1:37 PM (8 days ago)



SCJBF Annual Teacher Participation Fee Payment Confirmation

Dear Teacher,

Your SCJBF Annual Teacher Participation Fee has been received.

THANK YOU!

Payer : Deborah WMC How

Payment GateWay : Stripe

Payment Status : paid

Payment Amount : 35.00


Please email scjbf@evensteps.com with any Registration questions.

THANK YOU!

SCJBF

- You will receive a payment confirmation from SCJBF by email

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



Receipt from Southern California Junior Bach Festival, Inc.
Receipt #1291-2754

AMOUNT PAID	DATE PAID	PAYMENT METHOD
\$35.00	Dec 18, 2025, 1:37:21 PM	● - 5485

SUMMARY

SCJBF Annual Teacher Participation Fee x 1	\$35.00
Amount paid	\$35.00

If you have any questions, contact us at scjbf60@gmail.com.

Something wrong with the email? [View it in your browser](#).

You're receiving this email because you made a purchase at Southern California Junior Bach Festival, Inc., which partners with [Stripe](#) to provide invoicing and payment processing.



- You should land on the “Welcome” page for your 2026 Regional Festival
- If not, please login again (see next slide)

Welcome

2026 Bach String Regional Festival

Regional Festival Date

April 19, 2026 (Sunday)

Regional Festival Venue

Westside Music Conservatory
12424 Wilshire Blvd Ste 100
Los Angeles (Brentwood) 90025

Regional VENUE Website

<https://westsidemusicconservatory.com/location-directions-parking/>

Regional Festival Teacher Registration Deadline

April 1, 2026

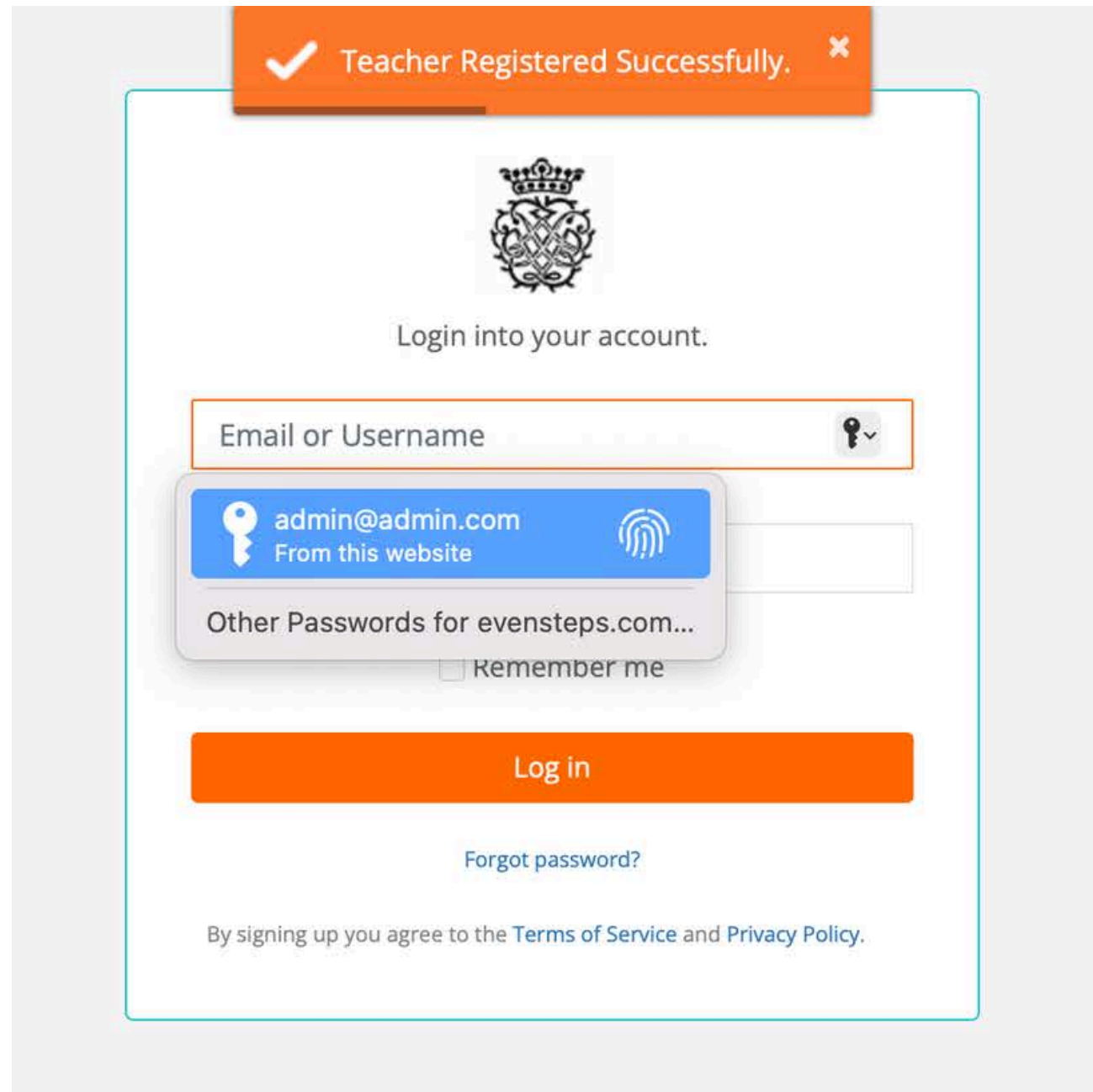
Regional Festival Parent Registration & Payment Deadline

April 6, 2026


[SCJBF Rules \(12-14-2025 rev\).pdf](#)
[SCJBF Teacher Guidelines \(12-13-2025 rev\).pdf](#)
[NEW Teacher Registration Instructions.pdf](#)
[RETURNING Teacher Registration Instructions.pdf](#)
[CWA List \(rev 1-2025\).pdf](#)
[Anna Magdalena Bach \(rev 1-2026\).pdf](#)
[Category 0 \(rev. 1-2025\).pdf](#)
[Category 1 \(rev. 1-2025\).pdf](#)

- Regional Festival date, venue, and deadlines will be listed as provided by your Region Chair
- Rules & Teacher Guidelines are also available


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 


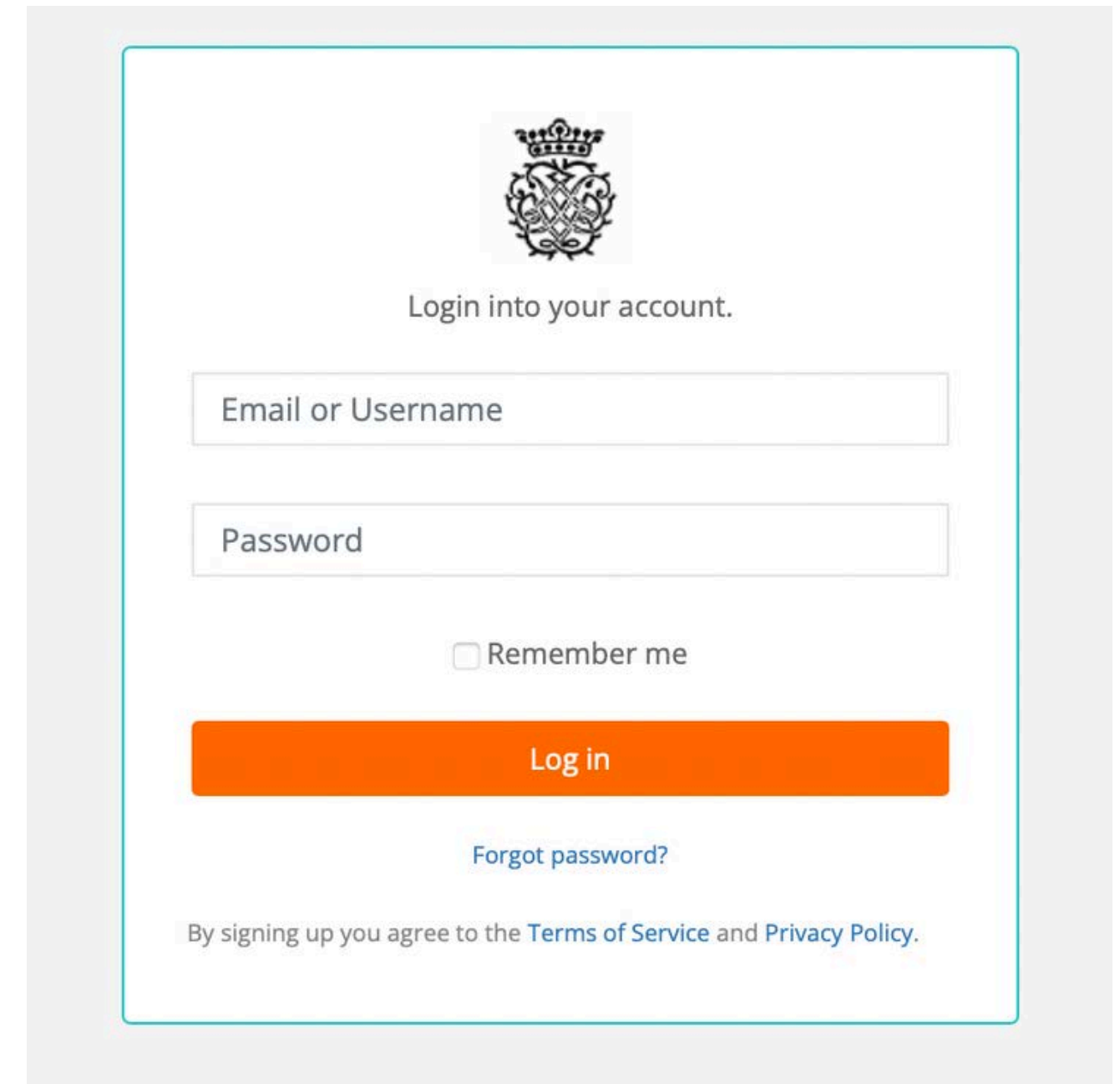
 admin@admin.com
From this website 

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](#).



Step 1: in the Left-Hand Menu

- Users
- Documents
- All Users



Index

Users / All Users

- Click on “Users”
- Then, Click on “All Users”

List of Users

Create Student

Role Name

All

Participant Time Preference

First Name Or Last Name Or Email

Search

Show

10

Users List

Showing 1 to 2 of 2 Users

Step 2: to register a Student

- Click on “Create Student”

First Name ▲ Last Name ◆ Email ◆ User Name ◆ Role Name ◆ Payment Status ◆ Action

Deborah H. How

email@example.com

your#user#name

Teacher

Stripe - Paid

Edit

Details

NOTE: Clicking on “Users” > “All Users” will open your dashboard

Page 1 of 1

1

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



Create Student

Users / All Users / Create

Create Student

Student*

Create Student

Parent Email*

Student First Name*

Student Last Name*

Festival*

2026 Bach String Regional Festival

Instrument*

Select One

Participant Time Preference*

AM

Category*

Select One

Repertoire*

Select One

Movement

Select Some Options

Time (mm:ss)*

Step 3: to "Create Student"

- If you are registering a student who participated in 2024 or 2025, click in the "Create Student" box to see a drop-down menu of your past students.

- For NEW students, fill in the info for:

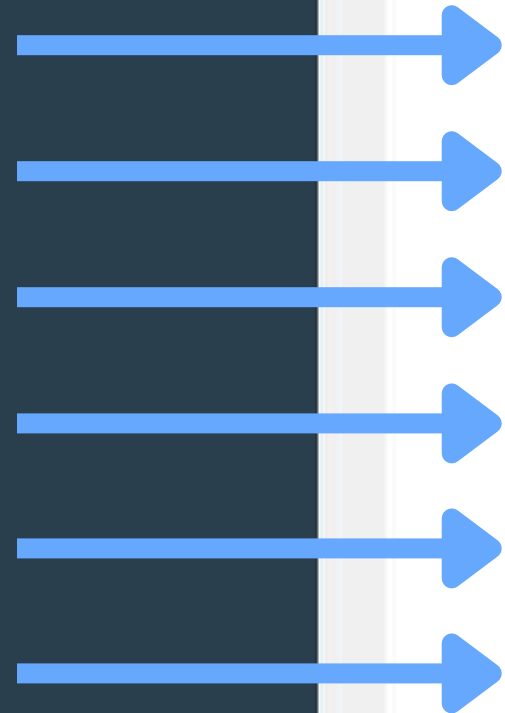
- Parent Email
- Student First Name
- Student Last Name

- Select "Festival"

- Select "Instrument"

- Some Regionals allow Teachers to select a "Participant Time Preference"

- Choose "AM," "PM," or "No Preference"



Create Student

Student*

Create Student

Parent Email*

daisymama@duck.com

Student First Name*

Daisy

Student Last Name*

Duck

Festival*

2026 Bach String Regional Festival

Instrument*

Cello

Participant Time Preference*

PM

Step 4: to select "Category"

- Click in the "Select One" box to open the drop-down menu
- Click on the Category for your student's repertoire

Category*

Select One

Select One

Other J.S. Bach Repertoire and Arrangements
(Non-Listed Works)

Category XX - Violoncello

Category XXVI - Small Ensembles for 2-5
students

Repertoire*

Select One

Movement



Select Some Options

Time (mm:ss)*



Create Student

Student*	<input type="text" value="Create Student"/>
Parent Email*	<input type="text" value="daisymama@duck.com"/>
Student First Name*	<input type="text" value="Daisy"/>
Student Last Name*	<input type="text" value="Duck"/>
Festival*	<input type="text" value="2026 Bach String Regional Festival"/>
Instrument*	<input type="text" value="Cello"/>
Participant Time Preference*	<input type="text" value="PM"/>

Step 5: select "Repertoire"

- Click in the "Select One" box to open the drop-down menu
- Click on the work being played

Category*	Repertoire*	Movement	Time (mm:ss)*
<input type="text" value="Category XX - Violoncello"/>	<input type="text" value="Select One"/>	<input type="text" value="Select Some Options"/>	<input type="text"/>
<input type="text" value="Select One"/>	<input type="text" value="Suite #1 in G Major, BWV 1007"/> <input type="text" value="Suite #2 in D Minor, BWV 1008"/> <input type="text" value="Suite #3 in C Major, BWV 1009"/> <input type="text" value="Cello Suite #4 in E-flat Major, BWV 1010"/> <input type="text" value="Cello Suite #5 in C Minor, BWV 1011"/>	<input type="text" value="Select Some Options"/>	<input type="text"/>

Teacher Notes

Create Student

Student*

Create Student

Parent Email*

daisymama@duck.com

Student First Name*

Daisy

Student Last Name*

Duck

Festival*

2026 Bach String Regional Festival

Instrument*

Cello

Participant Time Preference*

PM

Step 6a: to select “Movement” (if applicable)

- Click in the “Select Some Options” box to open the drop-down menu

Category*

Category XX – Violoncello

Repertoire*

Suite #1 in G Major, BWV 1007

Movement

1. Prélude

2. Allemande

3. Courante

4. Sarabande

5. Menuet I & II

6. Gigue

Time (mm:ss)*

Select One

Select One

Student*

Create Student

Parent Email*

daisymama@duck.com

Student First Name*

Daisy

Student Last Name*

Duck

Festival*

2026 Bach String Regional Festival

Instrument*

Cello

Participant Time Preference*

PM

Step 6b: to select "Movement" (continued)

- If your student is playing more than one movement of a work with the **SAME** BWV number, add additional movement(s) by clicking in the box



Category*

Category XX - Violoncello

Repertoire*

Suite #1 in G Major, BWV 1007

Movement

1. Prélude ✕

2. Allemande ✕

4. Sarabande ✕ |

3. Courante

5. Menuet I & II

6. Gigue

Time (mm:ss)*

Select One

Select One

Student*

Create Student

Parent Email*

daisymama@duck.com

Student First Name*

Daisy

Student Last Name*

Duck

Festival*

2026 Bach String Regional Festival

Instrument*

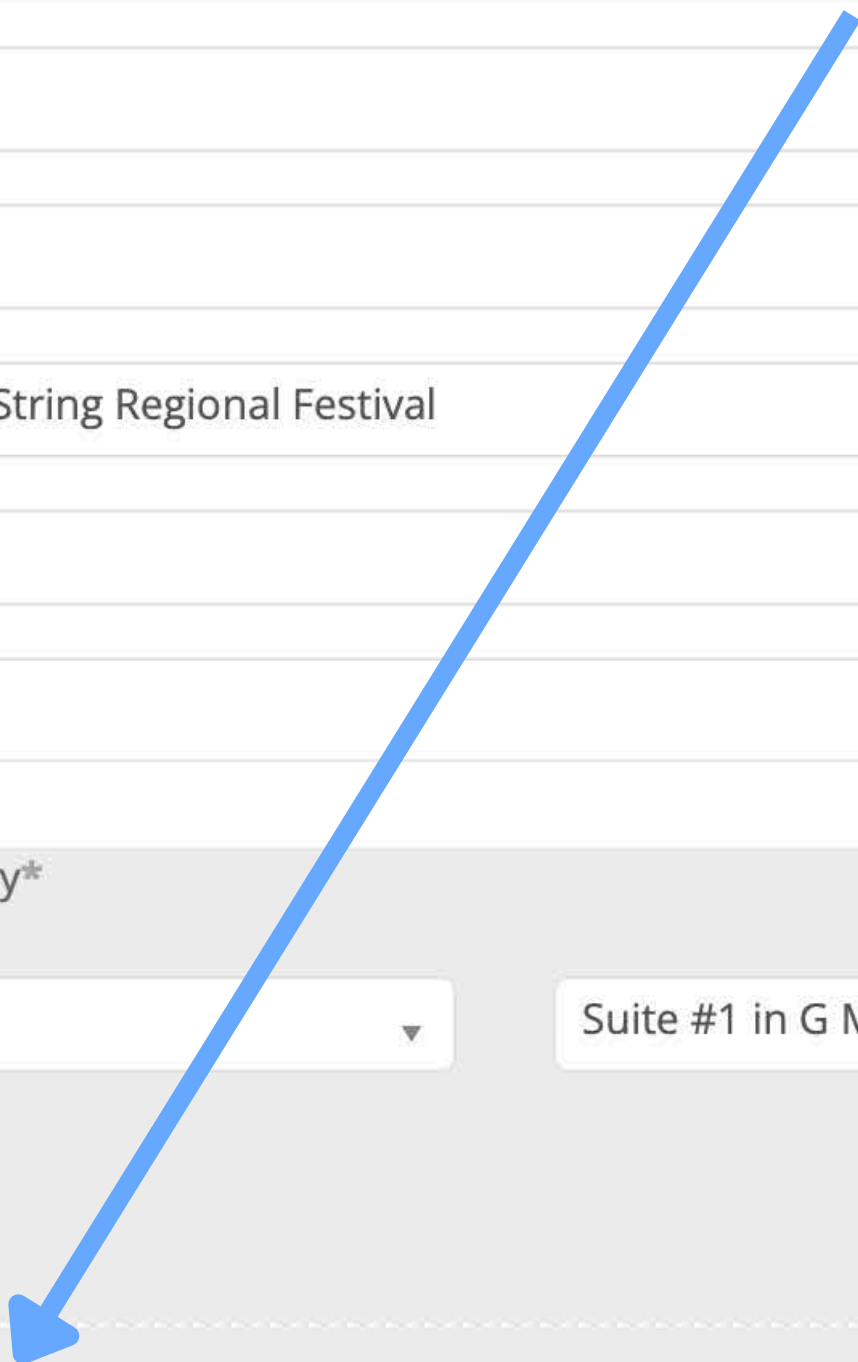
Cello

Participant Time Preference*

PM

Step 6c: Additional Repertoire (if applicable)

- If your student is playing a second work with a **DIFFERENT** BWV number, add the second work by going through Steps 4, 5, 6a, and 6b again



Category*	Repertoire*	Movement	Time (mm:ss)*
Category XX – Violoncello	Suite #1 in G Major, BWV 1007	1. Prélude ✕ 2. Allemande ✕ 4. Sarabande ✕	
Category XX – Violoncello	Select One	Select Some Options	

Student First Name* Daisy

Student Last Name* Duck

Festival* 2026 Bach String Regional Festival

Instrument* Cello

Participant Time Preference* PM

Step 7: enter "Time" (exact timing of the work)

- in mm:ss

- for example: 4 minutes 45 seconds is 04:45



Category*	Repertoire*	Movement	Time (mm:ss)*
Category XX - Violoncello	Suite #1 in G Major, BWV 1007	1. Prélude ✕ 2. Allemande ✕ 4. Sarabande ✕	05:00
Category XX - Violoncello	Select One	Select Some Options	

Step 8: enter "Teacher Notes" (if any)

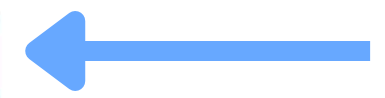
- Notes go to the Branch Chair

Teacher Notes

Siblings with Donald Duck. Please schedule on the same recital program. THANK YOU!



Create



Step 9: Click on "Create" to save Student



Index

Users / All Users

List of Users

Create Student

Role Name: Participant Time Preference: First Name Or Last Name Or Email:

Show Users List

Showing 1 to 2 of 2 Users

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

First Name	Last Name	Email	User Name	Role Name	Payment Status	Action
Daisy	Duck			Student		<input type="button" value="Edit Student"/> <input type="button" value="Accompanist"/> <input type="button" value="Notes"/> <input type="button" value="Details"/>
Deborah H.	How	email@example.com	your#user#name	Teacher	Stripe - Paid	<input type="button" value="Edit"/> <input type="button" value="Details"/>

Page 1 of 1

- An **automated** email will be sent to the Parent to complete the registration



Index

Users / All Users

- Once the Parent has completed the Registration and paid the Registration Fees, you will see “Stripe - Paid” after the Student’s name in your “List of Users”

List of Users

Create Student

Role Name

All

Participant Time Preference

First Name Or Last Name Or Email

Search

Show

10

Users List

Showing 1 to 2 of 2 Users

First Name ▲ Last Name ⇅ Email ⇅ User Name ⇅ Role Name ⇅ Payment Status ⇅ Action

Daisy	Duck			Student	Stripe - Paid	Edit Student	Accompanist	Notes	Details
Deborah H.	How	email@example.com	your#user#name	Teacher	Stripe - Paid	Edit	Details		

Page 1 of 1

1



scjbf@6938072.brevosend.com

to dhhow, cscheidemantle, me ▾

2:28 AM (2 hours ago)

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

SCJBF Bach String Regional Festival Student Payment Confirmation

Dear Parent and Teacher,

The following student is paid.

**2026 Bach String Regional Festival
04/19/2026**

Payer : Walt E. Disney
Student Name : Daisy Duck
Payment GateWay : Stripe
Payment Status : paid
Payment Amount : 65.00

Please email scjbf@evensteps.com with any Registration questions.

THANK YOU for your payment!

SCJBF



- Users
- Documents
- All Users



Index

Users / All Users

• Click on “Documents” to see SCJBF Documents for your Region

List of Users

Create Student

Role Name: All
Participant Time Preference: Search
First Name Or Last Name Or Email: Search

Show: 10 Users List

Showing 1 to 2 of 2 Users

• Click on “Edit Student” to edit Student Name, Parent Email, or Repertoire

• Click on “Accompanist” to add Collaborative Pianist contact information

• Click on “Notes” to edit Teacher Notes to the Branch Chair

First Name	Last Name	Email	User Name	Role Name	Payment Status	Action
Daisy	Duck			Student	Stripe - Paid	Edit Student Accompanist Notes Details
Deborah H.	How	dhow.music@gmail.com	dhow.music@gmail.com	Teacher	Stripe - Paid	Edit Details

• Click on “Details” to see Registration Details and to **RESEND** the Parent Email for an **UNPAID** Student



Southern California
Junior Bach Festival

Questions? Please email: scjbf@evensteps.com

THANK YOU!

