



Arizona Study Program Tenuto Web Repertoire

Slideshow Instructions

Updated January 21, 2026

Prepare to enter Repertoire

- **Preparing to entering Repertoire ...**

... for the students you have registered and paid.

- For instructions, Arizona Study Program web pages:
 - <https://www.asmta.org/arizona-study-program/> and
 - <https://www.asmta.org/arizona-study-program/2025-asp-online-enrollment-in-tenuto-web/>

Prepare to enter Repertoire

You are not required to enter repertoire
at the time you register.

You can come back and enter repertoire up
until February 15 for Levels 5-12.

Levels 1-4

must be entered... NOT for approval,
but for **Student Evaluation Form**.

&

You must see the **General Information** page
of your **Packet 1** for the deadline for
entering **Levels 1-4 repertoire**.

Prepare to
enter
Repertoire

Wait ...

until **you have ALL repertoire for a student**
before entering repertoire

Prepare to
enter
Repertoire

For example: Student is Category A:

You must enter all 4 pieces or else

you will be prompted to enter 4 pieces or
change the category before you can save the record..

Enter Repertoire

In Tenuto Web, select
My Repertoire

Choose **1st student** whose repertoire
you **have ready** to enter and....

select **Edit**

We prefer that you select repertoire from the Repertoire Guide when possible because it will be automatically approved.

Enter
Repertoire

If your repertoire is not listed in the Repertoire Guide,
a person must approve it.

Therefore...

Enter
Repertoire

Be sure to first check
the Repertoire Guide
before manually typing in the
information for the piece

AND...

Enter
Repertoire

Know how to search effectively
for your repertoire in Tenuto
Web's Repertoire Guide list
(instructions to follow)

To begin, select “Select from repertoire guide”

Enter
Repertoire

Snipping Tool

+ New

Edit in Paint

Piece submission

REGISTRANT INFO
Participant: Thomas Hong
Registration ID: 18391
Local association: TMTA
Level: 9A
Theory level: 9

PIECE 1

Select from repertoire guide

Clear entries

Title

Filter icons: funnel, funnel with checkmark, eraser, copy, crop, list, undo, redo

The screen defaults to the Student's Enrolled
Level i.e. Level 5-6

Entering
Repertoire

that is in the
Repertoire Guide

However, you can **search 1 level lower or all
levels higher** than the enrolled level **by selecting
the level in the upper left-hand area of the
screen**

(See next slide)

Repertoire selection

Level

Level 7-8

▼

10

▼

 entries per page

Search:

Search in: Level 7-8

	Type	Level	Era	Composer	Title
<input type="radio"/>	Standard	Level 7-8	Baroque	Bach, J. S.	I. Little Preludes from the Notebook for W. Fr. Bach, No. 2, BWV 926
<input type="radio"/>	Standard	Level 7-8	Baroque	Bach, J. S.	Two Part Inventions, No. 14, BWV 785
<input type="radio"/>	Standard	Level 7-8	Baroque	Bach, J. S.	Two Part Inventions, No. 13, BWV 784
<input type="radio"/>	Standard	Level 7-8	Baroque	Bach, J. S.	Two Part Inventions, No. 8, BWV 779
<input type="radio"/>	Standard	Level 7-8	Baroque	Bach, J. S.	Two Part Inventions, No. 4, BWV 775
<input type="radio"/>	Standard	Level 7-8	Baroque	Bach, J. S.	Two Part Inventions, No. 3, BWV 774
<input type="radio"/>	Standard	Level 7-8	Baroque	Bach, J. S.	Two Part Inventions, No. 1, BWV 772
<input type="radio"/>	Standard	Level 7-8	Baroque	Bach, J. S.	Partitas (Scherzo), No. 3, BWV 827
<input type="radio"/>	Standard	Level 7-8	Baroque	Bach, J. S.	Partitas (Minuet), No. 1, BWV 825
<input type="radio"/>	Standard	Level 7-8	Baroque	Bach, J. S.	French Suites (Minuet and Polonaise), No. 6, BWV 817

Showing 1 to 10 of 23 entries (filtered from 311 total entries)

Entering
Repertoire

that IS in the
Repertoire Guide

You can filter for other search criteria
by typing in the field in
the upper right-hand area
of the screen

I.e. Type in title of your piece slowly, BWV #
or Anh # or familiar name of piece.

Example: W-a-l-d

Brings up Waldszenen (Forest Scenes), Op.
82, No. 1, 3

Entering Repertoire

that IS in the Repertoire Guide

Repertoire selection

Level

Level 7-8

10 entries per page

Search: wald

Search in: Level 7-8

	Type	Level	Era	Composer	Title
○	Standard	Level 7-8	Romantic	Schumann , Robert	Waldszenen (Forest Scenes), Op. 82, No. 1, 3

Showing 1 to 1 of 1 entry (filtered from 311 total entries)

« < 1 > »

Important!

When searching... type in the fewest characters
that make the repertoire you are searching for
“unique”

Entering
Repertoire

that **IS in** the
Repertoire Guide

For example:

Bach's Prelude No. 1 in C Major

(which is from the Well Tempered Clavier, Book 1, BWV 846)

Type in: 846

Entering Repertoire

that **IS in** the
Repertoire Guide

Repertoire selection

Level

Level 11-12 ▾

10 ▾ entries per page

Search: 846

Search in

	Type	Level	Era	Composer	Title
<input type="radio"/>	Standard	Level 11-12	Baroque	Bach, J. S.	Well-Tempered Clavier, Book 1, Prelude and/or Fugue, No. 1, BWV 846

Showing 1 to 1 of 1 entry (filtered from 538 total entries)

«

<

1

“Movement” field:

Entering
Repertoire

that IS in the
Repertoire Guide

When selecting a piece from the Repertoire Guide that lists multiple “No.’s”, dances, movements, etc. to choose from, **another field titled “Movement”**, appears on your “Piece Submission” form, **allowing you to type in the No., or dance, or Movement, etc.**

Example:

I.e. Waldszenen (Forest Scenes), Op. 82, No. 1, 3

You would type in “No. 1” or “No. 3” in the Movement field

There are 3 “types” of repertoire in the Repertoire Guide... all of which can be searched

Entering
Repertoire

that IS in the
Repertoire Guide

1. Standard

- From the Teachers Reference Guide (Repertoire), Rvsd 2016

2. Supplementary

- Not from the Teachers Reference Guide (Repertoire), Rvsd 2016, but added since 2016

3. Advanced

- (see following slides)

“Advanced” Repertoire

Advanced repertoire is treated as a “type” of repertoire in Tenuto Web, **not a level**.

Entering
Repertoire

that **IS in** the
Repertoire Guide

Therefore, to search for it, **you must type in “advanced” in the search field** in the upper right-hand corner of the screen.

Repertoire retrieved by the search
is **sorted alphabetically**
by Era > Composer > Title

Advanced Repertoire

Repertoire selection

10 ▾ entries per page

Search: advanced

	Type	Level	Era	Composer	Title
<input type="radio"/>	Advanced		Romantic	Moussorgsky, Moritz	Pictures at an Exhibition
<input type="radio"/>	Advanced		Romantic	Schubert, Franz	Op. 9, 18, 50 (D779) or 67
<input type="radio"/>	Advanced		Romantic	Schubert, Franz	Op. posth., 171, 94
<input type="radio"/>	Advanced		Romantic	Schumann, Robert	Op. 15, 68, 99 or 124
<input type="radio"/>	Advanced		Romantic	Tchaikovsky, Pyotr Ilyich	Op. 39
<input type="radio"/>	Advanced		Contemporary	Bartok, Bela	Romanian Folk Dances
<input type="radio"/>	Advanced		Contemporary	Bartok, Bela	Mikrokosmos, Books IV, V, VI
<input type="radio"/>	Advanced		Contemporary	Bartok, Bela	15 Hungarian Peasant Songs

“Advanced” Repertoire – cont’d

Once you select the repertoire from the Advanced list, a “Movement” field appears on your “Piece Submission” form allowing you to enter the detailed description of the repertoire i.e.

Entering
Repertoire

that IS in the
Repertoire Guide

Repertoire selected from List:

Baroque > Scarlatti > Sonatas

Movement:

D-Major, K.96, L. 465

Movement Field

Only appears on your form
when selecting repertoire from
the Repertoire Guide and...

when that repertoire is not detailed
enough in its title and...

requires more detail

PIECE 1

Select from repertoire guide

Clear entries

Title

Sonatas

Composer

Domenico Scarlatti

Start typing the first or last name of the composer. If the full name appears below, select it.

Era

Baroque

Movement(s) or piece name(s) *

D-Major, K.96, L. 465

Enter a way to identify the piece(s) or movement(s) within this work or set.

From repertoire guide. Advanced Repertoire Options.

Supplementary Repertoire

Entering
Repertoire

that IS in the
Repertoire Guide

“Supplementary” repertoire is repertoire that has **been approved since 2016** and thus **is not listed** in the hard copy of our Repertoire Guide.

Therefore, it is a good idea to search for the repertoire in the Tenuto Web Repertoire Guide **even if it is not listed in the hard copy repertoire guide.**

Supplementary Repertoire

Repertoire selection

Level

Level 9-10

10

entries per page

Search:supple

Search in Level 9-10

	Type	Level	Era	Composer	Title
<input type="radio"/>	Supplementary	Level 9-10	Baroque	Bach, J. S.	Partita, No. 5, Courante
<input type="radio"/>	Supplementary	Level 9-10	Baroque	Couperin, Francois	Les barricades mystérieuses
<input type="radio"/>	Supplementary	Level 9-10	Baroque	Handel, George Frideric	Sonatina in A minor, Allegretto, HWV 584
<input type="radio"/>	Supplementary	Level 9-10	Baroque	Scarlatti, Domenico	Sonata, K.402 L.427
<input type="radio"/>	Supplementary	Level 9-10	Baroque	Scarlatti, Domenico	Sonata, K.415
<input type="radio"/>	Supplementary	Level 9-10	Romantic	Chopin, Frédéric	Nocturne, C minor, posth
<input type="radio"/>	Supplementary	Level 9-10	Romantic	Granados , Enrique	Spanish Dance, No. 9
<input type="radio"/>	Supplementary	Level 9-10	Romantic	Granados , Enrique	Spanish Dance, Op. 5, No. 8
<input type="radio"/>	Supplementary	Level 9-10	Romantic	Schumann, Robert	Kinderszenen, Op. 15, No. 3, Catch Me
<input type="radio"/>	Supplementary	Level 9-10	Contemporary	Butler, Jack	Angelfish

Entering
Repertoire

that **is NOT in** the
Repertoire
Guide

When typing in the repertoire...
That is not in the Repertoire Guide,

type the **detailed description**
(from **biggest to the smallest detail**)
so that the person can look it up,
if necessary.

Naming Convention

Entering
Repertoire

that **is NOT in** the
Repertoire Guide

Do your best to follow the same
“**naming convention**”
you see in the Repertoire Guide.

Naming Convention:

Title of Piece, Op. ___, No. __

Example: **Prelude, Op. 29, No. 6**

Naming Convention:

Book/Collection, Op. __, No. __, Title of Piece

Entering
Repertoire

that **is NOT** in the
Repertoire Guide

Example:

- 25 Easy and Progressive Studies Op. 100, No. 15, Ballade
- Piano Town, Attention Grabbers, Book 3, Rooftop Garden

Entering
Repertoire

that **is NOT** in
the Repertoire
Guide

Composer:

When filling in the composer's name for pieces not selected from the Repertoire Guide, **begin typing the composer's first name**... then the last name

This will bring up the composer's name if he/she is in the Repertoire Guide list of composers.

If the name does not appear, **type it in...**

First-name last-name

Enter Technique

You must **type in** Technique.

There is **no look-up** list prompting you the requirements for the student's Level.

Please **refer to the Workbook or Teachers Reference Guide.**

There is **no technique approval process** prior to the evaluation except for the Etude Option for Levels 9-12.

Etude Option

For students enrolled in **Levels 9-12** ,
you will see the **Etude Option** as well as the
blank field for typing in the technique.

If you select the Etude Option, you will be able
to **select the etude from the list of etudes** from
the from Teachers Reference Guide (Repertoire),
Rvsd 2016.

New for 2026!

You must enter repertoire for your
Levels 1-4 students, but...

Entering
Repertoire

Levels 1-4

- Not for approval*
- Not by February 15th

You must check your
Packet 1 “General Information” page
for deadline to enter Levels 1-4
students’ repertoire

Entering Levels 1-4 Repertoire – cont'd.

Entering Repertoire

Levels 1-4

Upon entering Levels 1-4 repertoire in

Tenuto Web, the repertoire will automatically be approved by Tenuto Web.

The ASP Chairs/Committee are not reviewing or approving Levels 1-4 repertoire.

The purpose of entering Levels 1-4 repertoire is to enable Tenuto Web to fill out the Student Evaluation Form.

Finish Repertoire & Technique

Once you have **completed all 2, 3, or 4** repertoire entries for a student (depending on their Category, etc), **select Save.**

You will receive an email **ONLY if your repertoire is not approved.**

As of this writing, **you will not be notified** when your repertoire is approved. Rather, **you can log into Tenuto Web and check** the status of the repertoire you submitted

Student Evaluation Forms

will be automatically filled out with the student's repertoire and technique...

Student Evaluation Form

... and will be printed out and provided to the student, along with name tag, when student checks in upon first arriving at the evaluations.

For Teachers' convenience, however, a PDF version of all the studio students' SEFs will be emailed to teachers.

Remember!

Teachers will not be able to make changes to repertoire in Tenuto Web after February 15, except for entering or editing Levels 1-4 repertoire.

Check your MTA Packet 1 “General Information” page for **your deadline for entering/changing Levels 1-4 repertoire.**

For questions/help, contact
Suszy Traylor, arizonastudyprogram@gmail.com

Remember!

Or your local MTA chair. See your Packet 1 or
the Arizona Study Program web page of
www.asmta.org