

SFTV Delivery Specifications for Final Screenings

Please use this guide to ensure that your files are coded correctly for screening in SFTV Theaters:

NAMING: All files will be named as follows:

SemesterYear_Class_StudentLastName

*If in 4K (Only for Broccoli) then place _UHD after Last Name

Example: S2023_PROD650_Smith OR S2023_PROD650_Smith_UHD

SLATE: Your film must include a four second slate at the beginning of your film, followed by one second of black. The slate should be left justified to the title safe margin, white text on black, and include the following information:

Semester, Year, Class Number and Section, Student First Name and Last Name, Title of Film, TRT, Video and Audio Format Information.

Example: **Spring 2023**
 John Smith
 “The Movie”
 TRT: 5:00:00
 Apple ProRes 422, 1920x1080, 23.976 FPS, Rec709
 24bit, 48kHz WAV, Stereo

Timecode: All films should have the first frame of the actual film, meaning first frame of picture or first frame of movie sound, start at 1:00:00:00 exactly. That means your timeline should start at 00:59:55:00. Your slate should be the first thing in the timeline, then 1 second of black/filler, then the film should start right at 1:00:00:00.

Formatting: Regardless of what NLE/Software you use for editing, you must export to these specifications:

Specification	Settings for Mayer or PVC	4K for Broccoli	Additional Notes
Video Codec	Apple ProRes 422	Apple ProRes 422	Not HQ, LT, XQ, Proxy, or anything else.
Video Format	1920x1080 (1080p)	1920x1080 (1080p) or 3840x2160 (2160p)	Other resolutions must be exported with 16:9 output blanking.
Framerate	23.976 FPS	23.976 FPS	Projection must be notified of other frame rates prior to screening day.

Aspect Ratio	16:9 (1.78:1)	16:9 (1.78:1)	All other aspects should be in a 16:9 window with black bars or output blanking.
Color Space	Rec. 709	Rec. 709	Set color to Video or Head Level, not Full or Data
Audio Format	AIFF or WAV, 24bit 48kHz	AIFF or WAV, 24bit 48kHz	Projection must be notified of 5.1 mixes several days prior to screening day.
Audio Mix	-20dB Reference Level	-20dB Reference Level	Adjustments will not be made to unity gain level during screening. Mix accordingly.
Audio Tracks	CH1 = L, CH2 = R	CH1 = L, CH2 = R	5.1 must be in SMPTE Standard.

End of Film:

- Your film should include the SFTV Logo for 5 seconds, immediately following your credits. You can download the LMU SFTV logos from the Screenings Folder on the server in a folder called "Required Logos"
- They should be at least 2 seconds of Copyright info (ex. © 2022 Your Name Here).
- After the copyright there should be 1 second of black.

NOTE: If you are an [MFA Candidate](#) (meaning in the GRAD program) you must include this text, centered, for five seconds between the LMU logo and copyright:

This production was done in partial fulfillment of degree requirements for a Master of Fine Arts at Loyola Marymount University.

Delivery: You will upload files by connecting to the Avid Nexis Server, opening the SCREENINGS Workspace, then navigating to the folder for your semester, then respective class. File delivery deadlines are assigned by your instructor and must be strictly followed. Late submissions will not screen and impact your final grade. Files are never to be changed, deleted, or copied.

Technical Assistance: If you encounter problems exporting or delivering your film, contact the Post-Production Department immediately. If you have sound export issues you can also contact Recording Arts.

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COM 001
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