



FILE & PROJECT SPECIFICATIONS

JUNE 2008

This general guide is for preparing video, audio, and graphic media to be used at Independent. Following the specifications as listed can improve image and/or sound quality, while limiting the expense of having Independent convert media to a more appropriate format. **If there are any questions, please contact Kaylie Magestro at Independent (414-347-1100 or 1-877-347-3777) as early in the production process as possible.**

ACCEPTABLE STILL FILE FORMATS:

- ✓ Adobe Illustrator (.ai) - CS 3 or earlier
- ✓ Adobe Photoshop (.psd) - CS 3 or earlier
- ✓ Adobe Illustrator EPS (.eps) - CS 3 or earlier
- ✓ JPEG (.jpg)
- ✓ PICT (.pct)
- ✓ Targa Image File (.tga)
- ✓ Tiff (.tif)
- ✓ Silicon Graphics (SGI) (.sgi)
- ✓ Adobe Portable Document Format (.pdf)

ACCEPTABLE MOTION FILE FORMATS:

- ✓ Quicktime Movie (.mov)
- ✓ MPEG-1 Movie (.mpg)
- ✓ Sequence of Still Images (any format above)
- ✓ Panasonic P2 Raw Footage (.mxf)
- ✓ RED Raw Footage (.r3d)
- ✓ Open Media Framework (.omf)
- ✓ Advanced Authoring Format (.aaf)

ACCEPTABLE AUDIO FILE FORMATS:

- ✓ CD audio
- ✓ AIFF audio (.aiff)
- ✓ WAVE audio (.wav)
- ✓ Sound Designer II audio (.sd2)
- ✓ Open Media Framework (.omf)
- ✓ Advanced Authoring Format (.aaf)

The following files are not broadcast quality and are NOT recommended. They can be used, but must be converted prior to use:

- ✗ Bitmap (.bmp)
- ✗ Web-based GIF (.gif)
- ✗ MP-3 audio (.mp3)
- ✗ Video for Windows (.avi)
- ✗ Windows Video Media (.wmv)
- ✗ Macromedia Flash Movies (.flv)
- ✗ MPEG-2 Video (.m2v, .mpg2)

The following files are not usable:

- ⊖ Power Point Presentations (.ppw)

DELIVERY MEDIA:

Depending on the number of files and sizes, you may provide them to Independent on any media listed below:

- ✓ Mac or DOS Floppy Disk (1.4 MB)
- ✓ Audio CD
- ✓ CD-R/RW (700 MB)
- ✓ DVD/DL +/-R/RW (4.7/8.7 GB)
- ✓ Blu-ray / DL -R/RE (25/50 GB)**
- ✓ E-mail Attachment*
- ✓ FTP Upload

*Use Stuffit or WinZip to compress files. Limit attachments to 10MB per e-mail.

**Coming in 2008.

All media should be delivered prior to the scheduled session to ensure proper specifications. Send media to:

Independent Edit / Independent Studios
Attn: Kaylie Magestro
777 N. Jefferson St.
Milwaukee, WI 53202
kayliem@independentstudios.tv



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GRAPHIC TITLES

These include all typeset files in which a graphic artist has already set size and position of the elements (for example, the end logo frame with a tag line.)

The title safe area must be considered when designing these graphics, and proper alpha matte channels must be provided if titles are to be composited over another scene. Photoshop does have some built-in guides you can use to verify all of your elements are within the safe area of the screen.

The image size depends on what whether the material was shot in a standard (4:3) or widescreen (16:9) aspect ratio, and whether the final master will be in standard definition (SD) or high-definition (HD).

FORMATS:

- ✓ **Adobe Illustrator (.ai)** - CS 3 or earlier; please convert text and objects to outlines when possible
- ✓ **Adobe Photoshop (.psd)** - CS 3 or earlier; layered and with proper alpha mattes
- ✓ **PICT (.pct)**
- ✓ **Targa (.tga)**
- ✓ **Tiff (.tif)**
- ✓ **SGL (.sgi)**
- ✓ **JPEG (.jpg)**

SPECIFICATIONS:

- ▶ **Image Size:** 720 x 486 (4:3 SD, non-square pixels)
720 x 546 (4:3 SD, square pixels)
960 x 546 (16:9 SD)
1920 x 1080 (HD)
- ▶ **Resolution:** 72 dpi
- ▶ **Color Mode:** RGB

LOGOS

Proper alpha mattes are required if logos are to be composited over video.

Please include any style notes that regulate logo usage.

Image size and resolution do not apply to Illustrator and EPS files. Photoshop files should be AT LEAST as large as indicated below. Aspect ratio and file size should match the format of the rest of the program material.

FORMATS:

- ✓ **Adobe Illustrator (.ai)** - CS 3 or earlier; please convert text and objects to outlines when possible
- ✓ **Adobe Illustrator EPS files (.eps)** - CS 3 or earlier
- ✓ **Adobe Photoshop (.psd)** - CS 3 or earlier; layered and with proper alpha mattes

SPECIFICATIONS:

- ▶ **Image Size:** 720 x 546 minimum (4:3 SD))
960 x 546 minimum (16:9 SD)
1920 x 1080 minimum (HD)
- ▶ **Resolution:** 150-600 dpi
- ▶ **Color Mode:** RGB



FILE SPECIFICATIONS

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DIGITAL IMAGES

In order to animate camera movements (zooms, pans, and tilts) to digital images, they must be significantly larger than actual screen size. The larger the image size, the more flexibility we have in zooming into a specific area of the image with adequate resolution.

Actual image size depends on whether the program material is mastered in standard definition (SD) or high-definition (HD). Images that are less than the minimum size may be letter-boxed (black bars along top and bottom) or postage-stamped (black bars along sides). Files can be larger than the suggested sizes below.

Alpha mattes are required if images are to be composited over video (e.g., a product container).

FORMATS:

- ✓ Adobe Photoshop (.psd) - CS 3 or earlier; layered and with proper alpha mattes
- ✓ PICT (.pct)
- ✓ Targa (.tga)
- ✓ Tiff (.tif)
- ✓ SGI (.sgi)
- ✓ JPEG (.jpg)

SPECIFICATIONS:

- ▶ Image Size: 1600 x 1200 suggested (4:3 SD)
2100 x 1200 suggested (16:9 SD)
2560 x 1440 suggested (720p HD)
4000 x 2250 suggested (1080i HD)
- ▶ Resolution: 150-600 dpi (High Quality)
- ▶ Color Mode: RGB

DIGITAL MOVIES

To directly import into an editing system, one the following specifications must be used. Other formats may need to be converted at client's expense and may produce low-quality video.

Video size and frame rates depend on whether the program material is mastered in standard definition (SD) or high-definition (HD). Movies that are less than the minimum size may be letter-boxed (black bars along top and bottom) or postage-stamped (black bars along sides).

FORMATS:

- ✓ QuickTime Movie (.mov) - Quicktime 7.x or earlier, Avid*, Animation, ProRes 422 or DVCPRO HD codecs
- ✓ MPEG-1 Movie (.mpg) - Constant Bitrate (CBR) movies only; Variable Bitrate (VBR) movies must be converted
- ✓ Video for Windows (.avi) - Generally lower quality than Quicktime movies.

SPECIFICATIONS:

	<u>4:3 SD</u>	<u>16:9 SD</u>	<u>720p HD</u>	<u>1080i HD</u>
▶ Image Size:	720 x 486	864 x 486	1280 x 720	1920 x 1080
▶ Frame Rate:	29.97	29.97	23.976, 24, 59.94**	29.97, 59.94**
▶ Field Order (first):	Lower	Lower	N/A	Upper
▶ Stereo Audio:	16 bit, 48k	16 bit, 48k	24 bit, 48k	24 bit, 48k

*Avid codecs are available upon request. **If the correct frame rate is unknown, please contact Independent prior to providing digital movie files.



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DIGITAL MEDIA FILES

Footage acquired from a video camera in a tapeless environment. It is critical that media is recorded correctly for the parameters of the project. *If you have any questions, please consult Independent Edit prior to shooting your footage.*

Supported formats include **Panasonic DVCProHD / AVC-I** and **RED Digital Cinema's RED** raw files.

Please provide **A COPY** of all digital media on a FireWire or HiSpeed USB drive in the format's required folder structure. (P2 cards themselves cannot be used.) **Please retain your own copy of the media for your personal archives.**

Please indicate the SD or HD format and frame rate that the media was acquired.

ANIMATION SEQUENCES

Animations created by a series of still files. When imported in sequence, they create an animated movie.

All animations should include a sequence of numbered files named similarly (ex: **Anim_001.sgi, Anim_002.sgi, Anim_003.sgi**, etc.) *NO SPACES OR SPECIAL CHARACTERS IN FILE NAMES.*

Please note the frame rate of the sequences and whether they are using **RGB** or **601/709** color space.

FORMATS:

- ✓ Targa (.tga) File Sequence
- ✓ Tiff (.tif) File Sequence
- ✓ SGI (.sgi) File Sequence

SPECIFICATIONS:

	<u>4:3 SD</u>	<u>16:9 SD</u>	<u>720p HD</u>	<u>1080i HD</u>
▶ Image Size:	720 x 486	864 x 486	1280 x 720	1920 x 1080
▶ Frame Rate:	29.97	29.97	23.976, 24, 59.94*	29.97, 59.94*
▶ Field Order (first):	Lower	Lower	N/A	Upper

AUDIO FILES:

Music or voice files not recorded at Independent.

FORMATS:

- ✓ AIFF (.aif or .aiff)
- ✓ WAVE (.wav)
- ✓ Sound Designer 2 (.sd2)
- ✓ Audio CDs
- ✓ MP-3 (.mp3)*

SPECIFICATIONS:

- ▶ Sample Rate: **48 kHz preferred**, 44.1 minimum
- ▶ Bit Depth: **24 bit preferred**, 16 bit minimum
- ▶ Files should be in **Stereo** and **Uncompressed**

*MP-3 files are not recommended for broadcast audio.



PROJECT SPECIFICATIONS

AVID / FINAL CUT PRO PROJECTS

Independent Edit recommends completing a project on the editing platform it was started on. Avid projects will be completed on our **Avid Symphony** or **Media Composer DX** systems. Final Cut projects will be completed on our **Final Cut Studio 2** system.

In order to successfully bring in an editing project, include a disk with the following:

▶▶ **Avid Media Composer**

- ✓ Include a bin with the name **FINAL** containing only the sequences to be conformed.
- ✓ Also include any other bins containing necessary footage or elements.
- ✓ Bins should be compatible with Meridien (7.2 and up) and Adrenaline (1.0 and up) systems.
- ✓ No project file is necessary, as Independent will create a new project on its system.
- ✓ PC users should compress all Avid files using **WinZip** prior to delivery.

▶▶ **Final Cut Pro**

- ✓ Include the smallest Final Cut Pro project possible, with the sequence(s) to be conformed clearly labeled.
- ✓ FCP projects can be from Final Cut Studio 2 (FCP 6.x) and earlier.

▶▶ **A COPY** of all digital media files (RED, P2, etc.) in their ORIGINAL FOLDER STRUCTURE. **Please retain your own copy of the media for your personal archives.**

▶▶ All necessary **audio, graphics, and font** files.

▶▶ A Quicktime movie of the offline for reference.

EDLs

EDLs should be saved as a **CMX 3600 EDL**, with **"A" mode sorting** applied. There should be one EDL per video track. At least one EDL should contain the audio edits (if applicable.)

AUDIO PROJECTS

Independent Studios' Fairlight audio systems can import **Open Media Framework (OMFI)** and **Advanced Authoring Format (.aaf)** compositions. Most non-linear systems, including Avids, can transfer all edits, clips, and media directly to another system (with heads and tails for further editing), without the need to re-digitize media or to run multiple passes of audio.

In order to successfully export an OMFI composition, please follow these instructions:

- ✓ All audio effects (other than fades and volume changes) must be removed (including EQ, reverb, etc.)
- ✓ Eliminate any phantom (match-frame) edits on any of the audio tracks.
- ✓ Multiple sequences should be strung together in a single composition, starting at even minutes.
- ✓ Time code should match picture (if applicable).
- ✓ If the amount of media is extensive, it should be **consolidated** with handles prior to creating the OMF. (OMF files have a 2GB file limitation.)
- ✓ If the media will not include entire music tracks, add a sequence at the end with all music used.
- ✓ Export an **OMFI Composition, version 2.0 with embedded Audio Media**. DO NOT include any video media.
- ✓ The file name should be no more than 8 characters (no spaces) with the **.omf** extension.