

Episode Submission Guide

SUBMISSION CHECKLIST

"Why did my episode get rejected?"

Please review the following list BEFORE submitting an episode to help prevent rejected submissions.

Editing and Content Checks:	✓
Blocks fade up from and to black	
Audio is normalized to -12db	
The "Copyright ICTV [YEAR]. All Rights Reserved" key is up for at least 3 seconds at the very end of the episode.	
29.97 frames per second (NOT 25)	
There are no calls to action, curses, innuendos, or obscene gestures.	
Any content which isn't your own is credited, including ICTV file footage.	
For 30-minute shows: 0 Break / 1 Block Shows must be 28:30 1 Break / 2 Block Shows must be 27:00 2 Break / 3 Block Shows must be 25:30 3 Break / 4 Block Shows must be 24:00 For 1-hour shows: 6 Break / 7 Block Shows must be 51:00	
Export:	✓
Export each BLOCK as MPEG file	
Export full sequence as H.264 MP4 file using WEB settings	
STILL is saved via the screenshot feature in Premiere	
Submission:	✓
BLOCKS are submitted to your show folder in the "BLOCKS" section of the ICTV Isolon directory.	
WEB files and STILLs are submitted to your show folder in the "WEB" section of the ICTV Isolon directory.	
Submission Form is filled out at ictv.org/submit .	