

Formatting & Uploading Digital Images & Time-Based Work Samples

Beginning in 2012, Charlotte Street Foundation is only accepting digital uploads of images, video & audio work samples for all online applications. Rather than submitting a DVD for audio and video work samples, applicants have the choice of:

- supplying a URL link to their previously uploaded online audio/video (preferred), or
- using CaFE's online portfolio to upload them directly to their application.

Basic and more technical information is shown below, along with additional online tools for compressing and converting your files.

Basics

For submitting video, we suggest using **Vimeo** at <http://www.vimeo.com> - Vimeo accounts are free, have an easy to use interface, and allow all common file formats (as well as supporting HD). Videos may be set as public or private. You have the option of password protecting your work and also posting samples to social networks like Facebook.

For submitting audio, we suggest using **SoundCloud** at <http://soundcloud.com/>. A basic SoundCloud account is also free, accepts many common file types, and can be made private or connected to social media.

Both SoundCloud and Vimeo have clear uploading instructions and FAQ sections.

Video and audio files can also be uploaded to your own website if you have one.

After uploading your files, copy and paste the link to your video or file in your CaFE application.

You may also upload the files directly to CaFE (see below).

Technical Specifications

Recommended Vimeo Upload Specs

Other file types and formats are accepted, although following these specs will guarantee the best result.

Additional information and exporting/compression tutorials are available at <http://www.vimeo.com/help/compression>

Also check out Vimeo's Help Center at <http://vimeo.com/help>

Video Codec: H.264 (MP4)

24, 25, or 30 FPS

2000 kbps (SD) or 5000 kbps (HD)
640 x 480 for 4:3 SD video, 640 x 360 for 16:9 SD video
1280 x 720 or 1920 x 1080 for HD video
Audio Codec: AAC
320 kbps audio data rate
44.1 kHz sample rate

Recommended *SoundCloud* Upload Specs

File types: AIFF, WAVE, FLACC, OGG, MP2, MP3 or ACC
With a free SoundCloud account you get a total of 120 minutes of upload, with no restrictions on file sizes.

SoundCloud does not modify original files for download. For streaming, they convert the original into MP3 Joint Stereo.

Here is a YouTube tutorial of someone uploading their own music to SoundCloud:
<http://www.youtube.com/watch?v=WwTYhmR1Yrl&feature=related>

CaFE Upload Specs

https://www.callforentry.org/image_prep.phtml

Images:

1920 x 1920 pixels
Baseline Standard JPEG
RGB color space (sRGB preferred)
1.8 MB Maximum
Additional tutorials and resources from CaFE on image formatting are available at
https://www.callforentry.org/image_prep.phtml#resources

Video:

3GP, MWV, AVI, MOV, ASF, MPG, MP4, M2T, MKV, M2TS
640 x 480 minimum, 1920 x 1080 maximum
4:3 or 16:9 aspect ratio
Above 240kbps recommended bit rate
Minimum 12 fps, recommended 30 fps. Pulldown and rate re-sampling are strongly discouraged.
Codec: h.264, h.263, mpeg-1, mpeg-2, mpeg-4, Windows Media Video, and motion jpeg mpeg-1 muxed, Apple Lossless
Container: 3gp, asf, avi, mov, mpeg, mpeg-2, mp4, ogg
100 MB Maximum
* - once uploaded to CaFE, videos are converted to FLV format

Audio:

AIFF, WAV, XMF, MP3

96 kbps minimum, 320 kbps maximum bit rate
Codec: aiff, wav, au
10 MB Maximum

Additional Websites

Video Upload:

YouTube <http://www.youtube.com>
Google Video <http://video.google.com/videouploadform>

Conversion:

Zamzar <http://www.zamzar.com>
Online-Converter <http://www.online-convert.com>
AVS Audio Converter <http://audio.online-convert.com/convert-to-mp3>
Media.io <http://media.io>