

2013 FOR YOUR CONSIDERATION (FYC) ONLINE POLICIES AND PROCEDURES

In an effort to go green - and at the same time provide you with a cost effective method to promote your Emmy-entered programming, the Academy of Television Arts & Sciences is pleased to offer our For Your Consideration (FYC) website. The site has a dynamic look, simple navigation tools and enhanced usability. The advanced search capabilities allow members to find and track the programs they want to watch resulting in a more efficient and enjoyable viewing experience.

This password-protected website is only accessible to the active voting members of the Television Academy and is not accessible to the general public.

The Television Academy encourages you to take advantage of this green and cost-effective means of bringing your fine work to the attention of your colleagues and peers.

If you would like to post your program(s) on the Television Academy's FYC website, please fill out the order form (page 4) and return to Sheri Ebner (ebner@emmys.org) or fax to: 818-754-2836.

Your program(s) must be converted to a video file format before you can upload to the FYC website. Please see requirements on page 2.

For your convenience, we have provided you with a list of preferred vendors who can complete this service for you for a fee. Please see the Preferred Vendor List (page 3).

For questions, please contact Sheri Ebner (ebner@emmys.org) 818-754-2881 or the Project Manager, Susan Elton (elton@emmys.org) 818-754-2835.

In order to meet the content view date, all required assets must be properly uploaded to the FYC site and approved by the end date of each of the time periods listed in the chart below.

If you submit your assets and approve content between:	Your content will be viewable no later than:
April 8 – April 25	May 3
April 26 – May 9	May 17
May 10 – May 23	May 31
May 24 – June 6	June 14
*June 7 – June 19	June 24

*Orders received after June 6 will be handled on a case-by-case basis and subject to time and space availability.

Please note: voting begins June 10, 2013 and the deadline to return the Scantron voting sheets is June 28, 2013.

The viewing experience of the video on the FYC website is dependent on the technical specifications of the end user's computer, and the amount of network bandwidth available. TO ENSURE THE BEST POSSIBLE VIEWING EXPERIENCE, IT IS CRITICAL THAT YOUR PROGRAMMING IS ENCODED USING THE PRECISE SPECIFICATIONS. The preferred vendors are aware of these technical requirements and will assist you.

Video File Specifications:

<http://www.emmys.tv/fyc/specs>

Recommended Formats:

.mp4
.mov
.avi
.mpg or mpeg

File Size:

No larger than 2GB

Other Requirements:

1. Submission Image – at least 130x130 pixels
(when saving the image as a .jpg, use RGB formatting)
 - Show logo for each program (no network or studio logos)
 - Headshot for performers (instead of a show logo)
2. Episode/Show Description - max 180 characters
(including spaces and punctuation)
 - Description may be a log line of the specific episode or a general description of the program/series. You may also mention additional websites where members may view more episodes/programs. Do not use quotation marks (“ ”) in your description.

IMPORTANT: Content must be “as originally aired.” No title cards. Please remove all bars and tones, countdown and commercial blacks. You may leave 1-2 seconds of black (if you'd like) to indicate the commercial breaks.

Uploading:

After providing order form, the project manager will e-mail the URL address, user name and password so that you may upload your video, show logo or headshot and show description.

When all assets have been successfully uploaded, you will be contacted for approval before they are moved to the live site.

An e-mail notification will then be sent to the opted-in members of the peer group(s) you've requested.

Preferred Vendor List

Metropolitan Entertainment - AJ Ullman 323-828-4051, 818-245-5333
10220 Riverside Drive, Toluca Lake, 91602

fyc@metropolitanentertainment.tv

Edit Plus - Dave Manship 818-380-0126
14429 Ventura Blvd., #115, Sherman Oaks, 91423

davetheeditor@earthlink.net

Viral Video - Michael Chanslor 818-400-8887, 818-366-7335
19529 Eagle Ridge Lane, Porter Ranch, 91326

viralvid.us@gmail.com

Modern Videofilm – Frank Bluestein 818-840-1735
2300 West Empire Ave., Burbank, 91504

fbluestein@mvinc.com

ORDER FORM TO POST FYC VIDEO

Please fill out completely and return (with payment) to the Academy office for approval.
E-mail to: ebner@emmys.org, fax to: 818-754-2836 or mail to: Sheri Ebner, Academy of
Television Arts & Sciences, 5220 Lankershim Blvd, North Hollywood, California 91601.

Your name: _____

Company: _____

Phone: _____

E-mail: _____

Contact information for the individual or vendor who will be converting your program(s) to a video file format and uploading all content – URL and login info to the FYC website will be sent to this person.

Name: _____

Phone: _____

E-mail: _____

Program to be uploaded:

(please use a separate order form for each program)

Title of episode(s):

(if applicable)

ACADEMY PAYMENT: 1 - 28 peer groups @ \$175 per peer group per program or series episode

American Express, Visa, MasterCard# _____

Expiration Date _____ 3 or 4 digit code _____ Amount \$ _____

Check for \$ _____ attached (payable to Academy of Television Arts & Sciences)

Peer Group(s) you want the e-mail notification sent to:

For all voting members (28 peer groups), please write "ALL"

The undersigned agrees to abide by the policies and procedures as outlined in the attached document, agrees to pay all charges in connection with this order, and confirms that the videos to be uploaded comply with the policies established by the attached document.

Name on card

Signature

Peer Group Breakdown List

You must target at least one peer group. Your e-mail notification can only be sent to the members of the peer group(s) who are able to vote in the category(s) you have entered.

For example, a performer may only target the Performer's peer group because that is the only peer group who receives that ballot; a picture editor may target the Picture Editors peer group and the Videotape Editors because those two groups receive that ballot.

All peer groups receive the program ballot which includes all program entries for comedy series, drama series, miniseries, movies, variety, reality, reality-competition, children's and special class programs – it does not include documentary/nonfiction programs. If entered in one of those categories, your e-mail notification may be sent to one, more than one, or all 28 peer groups.

<u>PEER GROUP</u>	<u>(# OF VOTING MEMBERS)</u>	<u>ADDITIONAL BALLOT(S) RECEIVED</u>
1. ANIMATION (888)		ANIMATION
2. ART DIRECTORS/SET DECORATORS (387)		ART DIRECTION
3. CASTING DIRECTORS (259)		CASTING, HOST
4. CHILDREN'S PROGRAMMING (219)		PROGRAM ONLY
5. CINEMATOGRAPHERS (154)		CINEMATOGRAPHY
6. COMMERCIALS (216)		COMMERCIALS
7. COSTUME DESIGN & SUPERVISION (211)		COSTUME
8. DAYTIME PROGRAMMING (341)		HOST
9. DIRECTORS (604)		DIRECTING, NONFICTION DIRECTING
10. DOCUMENTARY PROGRAMMING (581)		DOCUMENTARY / NONFICTION PROGRAMS NONFICTION INDIVIDUAL ACHIEVEMENTS
11. ELECTRONIC PRODUCTION		
-ELECTRONIC CAMERA (121)		TD/CAM/VIDEO, LIGHTING
-VIDEOTAPE EDITORS (93)		PICTURE EDITING, NONFICTION PICTURE EDITING
-ENGINEERING (18)		PROGRAM ONLY
-LIGHTING DIRECTORS (83)		TD/CAM/VIDEO, LIGHTING
-TECHNICAL DIRECTORS (43)		TD/CAM/VIDEO, LIGHTING
-TECHNICAL OPERATIONS (17)		PROGRAM ONLY
-VIDEO CONTROL (42)		TD/CAM/VIDEO, LIGHTING
12. INTERACTIVE MEDIA (686)		INTERACTIVE PROGRAMMING
13. MAKEUP ARTISTS/HAIRSTYLISTS (454)		MAKEUP/HAIR
14. MUSIC (352)		MUSIC
15. PERFORMERS (1708)		PERFORMERS
16. PICTURE EDITORS (633)		PICTURE EDITING, NONFICTION PICTURE EDITING
17. PRODUCERS (1266)		HOST
18. PRODUCTION EXECUTIVES (644)		HOST
19. PROFESSIONAL REPRESENTATIVES (511)		HOST
20. PUBLIC RELATIONS (517)		PROGRAM ONLY
21. REALITY PROGRAMMING (575)		NONFICTION / REALITY INDIVIDUAL ACHIEVEMENTS HOST
22. SOUND (378)		SOUND MIXING, NONFICTION SOUND MIXING
23. SOUND EDITORS (332)		SOUND EDITING, NONFICTION SOUND EDITING
24. SPECIAL VISUAL EFFECTS (283)		PROGRAM ONLY
25. STUNTS (233)		STUNTS
26. TELEVISION EXECUTIVES (1815)		HOST
27. TITLE DESIGN (143)		TITLE DESIGN
28. WRITERS (1479)		WRITING