How To Prepare for SOFA Screenings

Curious about what you need to do to prepare your film for screenings? Follow the steps below and you'll be on your way!

All documentation mentioned can be found at fvasa.cad.rit.edu/documentation
Email questions and concerns to fvasa@rit.edu

❏ Read the screenings policies

Take a quick look through the policies document; it will tell you everything you need to know about the screenings options, requirements, and submission policies.

MSS-2191-01P: SOFA Screenings Policies

❏ Attend the screenings workshops

Each semester, FVASA & SMPTE will host two different screenings workshops - one at the beginning of the semester to review screening options/policies and one towards the end that provides information and demos on formatting/submitting our film. It is highly recommended to attend these workshops to gain knowledge of the processes and to have questions answered.

❏ Select a tier & format

Decide which format you would like to exhibit during screenings - **aspect ratio, resolution, framerate, sound format** - and then select the appropriate Tier**.** Choosing this ahead of time will allow you to make the appropriate decisions during production and post-production for formatting your film correctly.

Tier 1 - **MSS-2191-02P: SOFA Tier 1 Technical Policy**
Tier 2 - **MSS-2191-03P: SOFA Tier 2 Technical Policy**

❏ Create/capture your content

Create or capture your content in the **same format** that you want to screen. If you cannot create/capture the exact format that you will be screening, choose the **closest format available**. During post production, you will be able to conform (modify) your media to the appropriate format.

(More steps below)

❏ Verify formats in post-production

During post production, assure that your editing/finishing timelines for color and sound are in the **appropriate format for your deliverable file(s)**. Follow the requirements/instructions in the Technical Policy documents mentioned above.

❏ Create your deliverable(s)

Export your film in the correct format for your Tier - follow the instructions carefully! **Tier 1 requires a single video file, and Tier 2 requires both a DCP and a video file**. You **MUST** ensure that your audio meets the required screenings specs. Audio that exceeds the published specs will incur a penalty and be played back at an extremely low level at screenings. Presets are available to help with export settings - see the documentation website.

Tier 2 Picture - ***MSS-2191-04W: Exporting Picture DSM For Tier 2***
Tier 2 Audio - ***MSS-2191-08W: Conforming and Exporting Audio DSM for Tier 2***
Tier 2 DCP Packaging - ***MSS-2191-07W: Using DCP-o-Matic 2***

❏ QC your film

After you export your deliverable(s) you should **always watch the film back in its entirety** to check for creative or technical mistakes. Tier 1 films can QC on their computer on their own time. **Tier 2 films should sign up to QC their film** in the Wegmans theater. Check the schedule (fvasa.cad.rit.edu/documentation) to sign up before the submission deadline. Please note that due to differences between computer lab environments and theatrical environments your content may look slightly different. For those concerned with colors looking accurate, consult the following document:

Tier 1 and Tier 2 Color Accuracy ***- MSS-2191-09W: Color Perception in Digital Cinema***

❏ Submit your film

Make sure to submit your film through the SofaTube screenings sign up portal (https://sofatube.cias.rit.edu/screenings/landing) before the screenings deadline. Students utilizing Tier 2 will need to **submit their DCP though DCPomatic**, and the video file (Tier 2 Trim) will be uploaded through the sofaTube screenings portal. Follow the directions in the Tier 2 policy Document.

❏ Sign up for a screening time

Bring your submission receipt to the FVASA sign up desk on sign up day to select a time to screen your film.