



AUDIO POST-PRODUCTION PROJECT START-UP INFORMATION

To ensure a smooth and productive experience working with EMBS's post-production team, please have the appropriate post-production personnel fill out the relevant sections of this form. The production's picture editor should agree with and be aware of the information you supply or mismatches of timecode and/or audio to picture sync may result. Please direct questions to your EMBS Sound Supervisor.

Production Title: _____	Producer: _____
Director: _____	Editor: _____

1. Assets EMBS needs to work on your audio-post project:

a) **VIDEO:** Picture-locked, **QuickTime** video with window-burned Timecode & embedded stereo synced audio. Video should have a 1-frame pop (bars/tones), 2-sec before picture start.

- FORMAT:**
- we prefer DV codec at your native framerate (letterboxed if 16x9 or other widescreen aspect ratio)**
 - we can also accept Apple Photo JPEG codec, 960x540, native framerate, 50%quality.**

b) AUDIO:

- OMF Export of the sequence's audio tracks from your Picture Edit Project. This must be an exact match with the VIDEO QuickTime file described above.
- All associated production audio tracks (including alternate takes & wild tracks) via ProTools session, OMF file, or individual .wav, .bwv, or .aiff files

c) Copy of Production Sound Logs including (if available):

- Scene/Shot/Take w/Timecode
- Microphones used & placement
- Preamps used
- Location description (room size, etc.)

d) Most current script

2. Technical Specification of what you are bringing to EMBS

(please fill out this section):

- Picture-edit Frame Rate: _____
- Drop frame or Non-Drop Frame: _____
- Audio files Frame Rate: _____
- Audio Sample-Rate/Bit-Depth: _____ kHz _____ bits
- Audio file Format: AIFF WAV
- Project Timecode Start: _____

3. Technical Specification of what EMBS should deliver to you

(please fill out this section):

- Audio Frame Rate (23.976, 29.98, etc.): _____
- Audio Sample-Rate/Bit-Depth: _____ kHz _____ bits
- Audio file Format: AIFF WAV