



## SIXTH ANNUAL TAKE FILM FESTIVAL SUBMISSION GUIDELINES

### SUBMISSION INFORMATION

- Submissions open at 9:00am on Monday, March 2, 2020. Submissions must be made through the online application form and include a link to an online location where the submission can be viewed/downloaded.
- Submissions of films which were completed in 2019 or 2020 will be accepted from current students and alumni from Louisiana State University, and any other university or college in Louisiana.
- Submission deadlines and applicable fees for current university students:
  - o Monday, March 1 – Sunday, April 12: Free
  - o Monday, April 13 – Friday, April 17: \$10.00
- Submission deadlines and applicable fees for Alumni:
  - o Monday, March 1 – Sunday, April 12: Free
  - o Monday, April 13 – Friday, April 17: \$20.00
- Applicable entry fees must be received by Friday, April 17. Fees may be paid by cash, check, or money order made out to Louisiana State University and can be dropped off or mailed to:

LSU School of Theatre,  
105 Music and Dramatic Arts Building  
Baton Rouge, LA 70803.

- All submissions must include a link to an online hosting site (Vimeo, Youtube, GoogleDoc, etc.). If your project is password protected, remember to include the password.
- Submission is open to any genre and any content but submission does not guarantee inclusion in the Sixth Annual Take Festival. Run time must be between 30 seconds and 15 minutes in length, including titles and credits.
- If your film is selected, you must provide a flash drive/hard drive of the film and a digital poster for promotional purposes. These will be due in room 105 Music and Dramatic Arts Building **no later than 4:30 pm Monday, April 27th**. Additional submission information will be given to those films that are accepted. **If you do not meet this condition, your film will be dropped from the festival program.**

- One form = One Submission. If submitting multiple films, please complete a separate form and potential fee for each submission.
- If your film uses copyrighted material, you must show proof of copyright clearance to be included in the festival program.
- Submissions which meet the criteria listed above will be accepted, but submission does not guarantee inclusion in the festival. Successful submissions will be notified by April 22nd.

## AWARD ELIGIBILITY

- Awards will be given for best Directing, Cinematography, Actress/Actor, Editor, Production Design, and Writer, as well as an overall Audience Award winner and Best Alumni Film.
- Any student film submitted is eligible for the Audience Award.
- Only films submitted by alumni from LSU, and other Louisiana universities and colleges are eligible for the Best Alumni Film Award.
- Alumni are not eligible for craft awards, but students currently enrolled at LSU, and other Louisiana universities who worked on alumni films are eligible for craft awards.
- The \$250 prize is only eligible to be won by current university students as of Spring Semester, 2020.

## FORMAT SPECIFICATIONS

- \*Video Resolution: 1920 x 1080p 24 fps
- \*Audio: 48 kHz 16 bit stereo
- \*QuickTime File (.mov) with H.264 Code

### **Steps to export H.264 .mov file from Premiere:**

1. In the "Format" dropdown menu choose "QuickTime"
2. In the "Video" tab, change the Codec dropdown menu to "H.264"
3. Scroll down to "Basic Settings" section and enter 1920 width and 1080 height with quality to 100
4. Scroll down to the "Bitrate Settings" section and check the "Limit data rate to box" and change the value to 25,000 kbps
5. Export project to destination