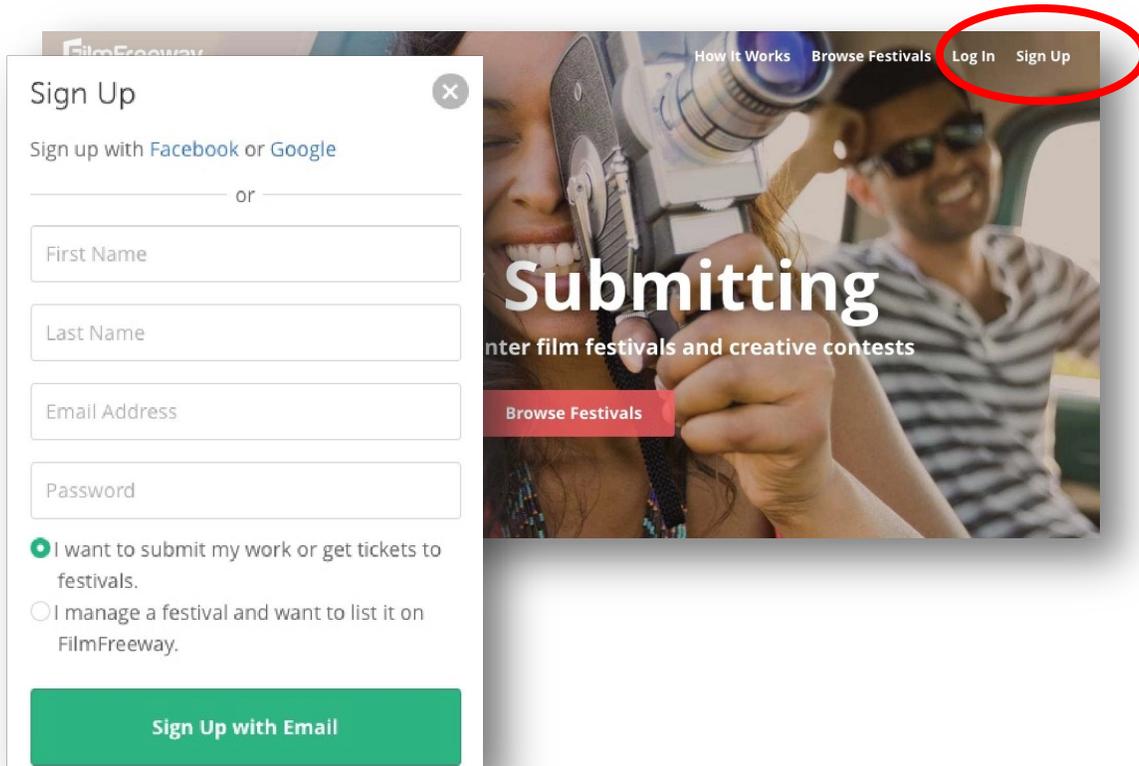


Instructions for Submitting Projects for Skills Canada Provincial Video Productions Virtual Competitions

First of all, you must have your own FilmFreeway account. This will enable to you upload your project to your own account THEN submit it from there.

Access the FilmFreeway website: www.filmfreeway.com

Click on the **“Sign Up”** link on the top right.



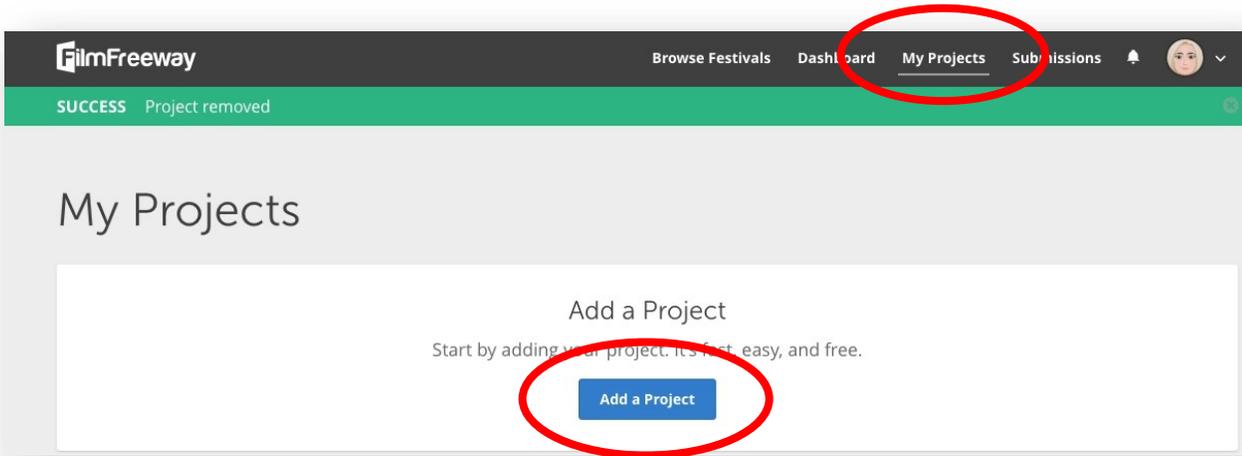
The image shows a screenshot of the FilmFreeway website. On the right side, there is a navigation menu with links for "How It Works", "Browse Festivals", "Log In", and "Sign Up". The "Sign Up" link is circled in red. On the left side, a "Sign Up" form is displayed. The form includes fields for "First Name", "Last Name", "Email Address", and "Password". Below these fields, there are two radio button options: "I want to submit my work or get tickets to festivals." (which is selected) and "I manage a festival and want to list it on FilmFreeway." At the bottom of the form is a green button labeled "Sign Up with Email". The background of the website shows a woman holding a camera and a man smiling, with the word "Submitting" overlaid in large white text.

Fill in your first and last name as well as an email address. Click on **“Sign Up with Email”**.
A new window will appear to fill in your personal information.

Complete the personal information section – click **“Save”**.

Once you’ve created your account, you need to upload your Skills Canada project to your account.

- a. Click on the **“My Projects”** link on the top right of the page.



- b. Click on the **“Add a Project”** button.
- c. Fill in **ONLY** the following information in each of the sections.

Project Information

1 Project Information

Project Type

- Film / Video
- Script
- Music / Songwriting
- Photography / Design

*** Project Title**
(English)

The Godfather

Brief Synopsis
(English)

Select *“Film/Video”* as the Project Type.
Fill in the *“Project Title”*.

Submitter Information

2 Submitter Information

Contact Information

Email
john.smith@sdXX.net

Phone
605-555-5555

Address
Jones street

City
New York

State / Province
NK

Postal Code
V1V 5I5

Country
Canada

Birthdate
January 1 1990

This can either be the Sponsor Teacher's name OR the actual name of the Student submitting.

Credits

3 Credits

X's 2

Directors

Name	Prior Credits (Optional)
Competitor #1 Name	Jaws, Raiders of the Lost Ark
Competitor #2 Name	Jaws, Raiders of the Lost Ark

+ Add a Person

delete

Writers

Name	Prior Credits (Optional)
	Jaws, Raiders of the Lost Ark

+ Add a Person

ONLY fill in the **Directors Names**'. "Add a Person" to add the name of BOTH competitors ONLY. Delete the other sections. Use the "x" beside each of the sections to actually delete them.

Specifications

4 Specifications

Film Type
(Select all that apply)

Animation Documentary Experimental
 Feature Music Video Short
 Student Television Virtual Reality
 Web / New Media Other

Genres
TV Video

Runtime

Hours	Minutes	Seconds
00	00	00

Completion Date
[Date Picker]

Check off **“Student”** and **“Television”**. Type in **“TV Video”** under the Genre Section
Fill in the Runtime.

NOTE: Be aware the ONLY projects that are within the 60 second to 90 second time period will be accepted as is stated within the scope document.

Choose **“Completion Date”** from the date picker.

NOTE: Videos MUST be submitted by 5pm April 15th, 2021.

Screenings/Distributions

DO NOT fill out anything in this section.

Click **“Save Project”**

You can now upload your Skills Canada video file.

Click on **“Add Project File”** link that is displayed on the new pop-up window.

Congratulations, your project has been created!

- Add Project File**
Upload or link your project file.
- Browse Festivals**
You're ready to begin submitting your project to festivals.

Happy Submitting!

You have a choice of **Uploading** your actual video to the FilmFreeway site itself OR **Add it as a Link** from a YouTube or Vimeo URL.

Add an Online Screener

Link or upload your video. Only festivals you submit to can view your video.

Upload

Upload a high-quality video file, up to 10 GB.

Choose File

Your file will begin uploading immediately.

Link

If your video is on Vimeo or YouTube, simply paste the URL and password below.

URL

Example: vimeo.com/48425421

Password (optional)

Save

Uploading

- To Upload directly, click on the **“Choose File”** button on the left.
- Browse your computer to find the video file. Find it and click **“Open”**.
- You will receive an upload Progress Bar.
- Once this has been completed, a page will open letting you know your video is being processed. DO NOT exit out of this screen until it is complete.

Congrats, This Video is Processing!

Depending upon the size of your file, this can take several minutes to a few hours.

In the meanwhile, you can browse festivals and start submitting your project.

Browse Festivals **Add Another Project**

YouTube/Vimeo URL

- Add project as a YouTube or Vimeo URL, copy and paste the YouTube video link in the URL section of the project submit section.

Link

If your video is on Vimeo or YouTube, simply paste the URL and password below

URL

<https://youtu.be/nOvgj0Txdfl>

Password (Optional)

Save

PLEASE do not upload file so that it needs a password to access it.

b. Click **“Save”**.

DO NOT fill in the rest of the information about the film. It will not be accessed. You have now completed uploading your project to your own account.

The next step is to access the Skills Canada FilmFreeway link to actually submit your video.

<https://filmfreeway.com/skillsprovincials>

*This is located in the **Competitor’s Package**.*

Final project will be submitted as on online submission to the [Skills BC FilmFreeway](https://filmfreeway.com/skillsprovincials) site using the H.264 compression. (.mov or .mpeg is acceptable) Please label with competitor number and Region

<https://filmfreeway.com/skillsprovincials>

If you are not logged in, log in to your own FilmFreeway site.

Click on the **“Submit Now”** button that is located on the right-hand side of the site.

FilmFreeway

Browse Festivals Dashboard My Projects Submissions

SkillsCompétences Canada British Columbia

BC Skills Regionals - Video Productions

About Awards Rules

Submit Now

Add to List

Dates & Deadlines

The Regional Competition for the Skills Canada BC trade and technology competitions provide parents, teachers, students, labour and government with opportunities to explore skilled trades and technology careers. There are thirteen regions within British Columbia, each hosting their own virtual competition where videos are created within a five-hour period that must be planned, filmed and edited based on a specific

Once clicked a pop-up window will appear.

Select the video you just uploaded using the drop-down menu just below **“Select Project”**.

BC Skills Regionals - Video Productions

Select Project
Test for Skills

Select Deadline
Regular Deadline April 15, 2021

Select all categories you wish to enter:

Category	Fee
Skills Canada Provincials	Standard: Free

You are then asked to complete some required information for Skills Canada itself:

- Region** – Please be sure to enter Region
- Competition Number** – This is the number provided by your proctor at the beginning of the competition.
- Sponsor Teacher Name**
- Sponsor Teacher Email**
- Sponsor Teacher Phone Number**
- Virtual Contest Contract Acceptance**

This festival requires additional information. Please complete all fields:

Enter your region	Cariboo-01
Please enter your competition number that has been supplied by Skills B.C.	01-950000-02
Teacher/Sponsor Teacher Name (Even if same as submitter)	John Smith
Teacher/Sponsor Teacher Email (Even is same as submitter)	john.smith@sdXX.net
Teacher/Sponsor Teacher Phone Number (Even is same as submitter)	6055555555
The competitors followed the rules and guidelines provided for the Virtual Contest. They did not receive any outside input from adults or peers and they completed the required video within the 5 hour time period. The competitors understand that if they did not follow these guidelines or the technical guidelines and rules in producing their project entry that they will be disqualified.	Yes

Buttons: Add to Cart, Add to Cart & Checkout

Click **“Add to Cart & Checkout”**.

NOTE: You will NOT be “charged” or asked for a credit card number when clicking on this button. The submission is totally free.

Scroll down to the bottom of the page and click on **“Complete Order”** button. *You need to do this to actually submit the film.*

Secure Checkout

Payment Summary

Subtotal	\$0.00
Total	\$0.00

Complete Order

A page will be displayed notifying you that an email confirmation will be sent shortly.

Thank You!

Your submission is complete and we will send you an email confirmation shortly.