

CHAN CENTRE / RBC THEATRE

VIDEO SUBMISSION GUIDELINES

To ensure consistent quality and reliable playback across our systems, please adhere to the following technical specifications and submission requirements.

We recommend high-bitrate H.264 or Apple ProRes 422 / 422 HQ formats to ensure optimal quality during screening.

H.264 Specifications

Format: H.264 (MP4 or MOV)

Resolution:

1080p 1920 × 1080

UHD (4K) 3840 × 2160

If your film is not in a 16:9 aspect ratio, supply at native aspect ratio without letterboxing (no black bars).

Frame Rate:

23.976 fps, 24 fps, 29.97 fps

Use progressive formats - not interleaved

Make all videos submitted for a screening the same frame rate.

Bitrate:

1080p: 15–25 Mbps or higher

UHD: 30–50 Mbps or higher

Use a constant or high-quality, 2 pass variable bitrate for best results.

Color Space: Rec. 709

Audio: 48 kHz, 24-bit, stereo or 5.1 (L,R,C,LFE,SL,SR)

ProRes Specifications

Format: Apple ProRes 422 or ProRes 422 HQ (MOV)

Resolution:

1080p 1920 × 1080

UHD (4K) 3840 × 2160

If your film is not in a 16:9 aspect ratio, supply at native aspect ratio without letterboxing (no black bars).

Frame Rate:

23.976 fps, 24 fps, 29.97 fps

Use progressive formats - not interleaved

Make all videos submitted for a screening the same frame rate

Color Space: Rec. 709

Audio: 48 kHz, 24-bit, stereo or 5.1 (L,R,C,LFE,SL,SR)

File Naming Guidelines

To ensure proper tracking and playback order, please use the following plain-text format for your files:

Examples:

01_FirstFilm_H264.mp4

02_SecondFilm_ProRes.mov

Notes:

Begin the filename with a numerical indicator (e.g., 01, 02, 03) if multiple files are to be played in sequence during the event / show.

Use underscores (_) instead of spaces.

Avoid special characters (e.g., &, %, \$, @) in filenames.

Include the format (H264 or ProRes) in the filename for clarity.

File Delivery

We can accept files by web transfer link or a physical drive.

Web Transfer:

Use a service like Dropbox, Google Drive, WeTransfer

If there are multiple files, please put them in an archive (.zip)

Physical Drive:

USB A or C USB Stick or Hard Drive

Mac format preferred. Windows accepted.

Guides for Exporting

Adobe Premiere Pro (Windows or Mac)

Adobe Premiere Pro is a professional video editing software available for both Windows and Mac.

1. **Open Your Project:** Launch Adobe Premiere Pro and open your project.
2. **Select the Sequence:** In the Timeline panel, click to select the sequence you want to export.
3. **Open Export Settings:** Go to **File > Export > Media** or press **Ctrl + M** (Windows) or **Cmd + M** (Mac).
4. **Choose Format:** In the Export Settings window, set the **Format** to **H.264**.
5. **Select Preset:** Choose a preset that matches your desired output, such as **Match Source - High Bitrate**.
6. **Adjust Settings (Optional):** Modify other settings like resolution, frame rate, and bitrate if necessary.
7. **Set Output Name and Location:** Click on the **Output Name** to specify the file name and location.
8. **Export:** Click **Export** to begin rendering your video.

For a visual walkthrough, you can watch this tutorial:

[How to Export Videos in Premiere Pro | Export MP4 \(H.264\)](#)

DaVinci Resolve (Mac or Windows)

DaVinci Resolve is a powerful, free video editing software available for both Windows and Mac. The free version only supports 1080p max resolution.

1. **Open Your Project:** Launch DaVinci Resolve and open your project.
2. **Go to Deliver Page:** Click on the **Deliver** page at the bottom of the interface.
3. **Choose Export Settings:**
 - **Format:** Select **MP4**.
 - **Codec:** Choose **H.264**.
 - **Resolution:** Set your desired resolution (e.g., 1920x1080).
 - **Frame Rate:** Match the frame rate of your project.
 - **Quality:** Adjust the quality settings as needed.
4. **Set File Name and Location:** Click on the **Browse** button to specify the file name and location.
5. **Add to Render Queue:** Click **Add to Render Queue**.
6. **Start Rendering:** In the Render Queue panel, click **Start Render** to begin exporting your video.

For a visual guide, refer to this tutorial:

[DaVinci Resolve in Under 5 Minutes: Exporting H.264 from DaVinci Resolve](#)

Final Cut Pro (Mac Only)

Final Cut Pro is a professional video editing software available exclusively for Mac.

1. **Open Your Project:** Launch Final Cut Pro and open your project.
2. **Select the Project:** In the Library, click to select the project you want to export.
3. **Open Export Settings:** Go to **File > Share > Export File** or press **Cmd + E**.
4. **Choose Format:** In the export window, set the **Format** to **Video and Audio**.
5. **Set Video Codec:** Click on **Settings** and choose **H.264** as the codec.
6. **Adjust Settings (Optional):** Modify other settings like resolution and quality if necessary.
7. **Set File Name and Location:** Click on the **Save As** field to specify the file name and location.
8. **Export:** Click **Next**, choose the destination folder, and click **Save** to begin exporting your video.

For a visual walkthrough, you can watch this tutorial:

[How to EXPORT VIDEO in Final Cut Pro](#)