

Efilm's policy on receiving material from clients:

Below are some guidelines for naming conventions, file formats, and delivery medium that will provide premium service for our clients, and are most easily and efficiently handled by EFILM's current software. Please understand the below guidelines are established to have incoming material ready and available with the least impact on client deadlines.

File naming conventions:

All files that are delivered to EFILM for immediate use should follow standard unix naming conventions.

- ** NO spaces between words at start or end of filename.
- ** NO spaces between numbers and/or the format extension at the end of filename.
- ** NO dashes, slashes, hyphens or stars in the file names
- ** NO commas, parentheses, brackets, or strange characters (i.e. #,\$@&%*{}) must not be included the file names.
- ** all frames ranges must have constant padding (i.e. %04d or %05d throughout the shot – if a shot contains more than 10,000 frames, the padding must be five digits).
- ** all files delivered from a client must have full permissions (readable, writable, and executable)

a proper, immediately available file name should follow this standard:

file_name.00001.dpx example - **shot_01_ver2.00001.dpx**

Number padding must be surrounded by a dot (.) no dashes, no underscores, no spaces (please see above example)

We prefer all lower case naming when possible.

For EFILM's Digital Intermediate projects, EFILM prefers 10 bit .dpx files, but can accommodate 10 bit cineon files contained in a character matching sub-directory followed by a resolution sub-directory.

i.e. **shot_name/resolution/shot_name.00001.dpx vfx_cut03_v2/2048x1556/vfx_cut03_v2.00001.dpx**

*** Please note that a single directory must either contain all cineon files or all .dpx files. i.e .cineon and .dpx files can not be mixed within a single directory.*

All files delivered to EFILM for use in digital intermediate session must be either:
2048x1556 for a 2K project or
4096x3112 for a 4K project.

Any variation of the above file size requires extra resizing & processing time – the cost of which will be passed on to the client delivering the files.

File formats:

The below file formats require no processing for immediate availability

.dpx - 10bit dpx files can be loaded and ready for filmout, Digital Intermediate sessions, and fire sessions and require no extra processing unless dictated by the Producer.
The .dpx files should contain 6144 bytes (6KB) of user-space within the header, making the total header size 8192 bytes (8KB) and hence the total file size of a 2048x1556 .dpx file is 12754944 bytes (12,456KB).

.cin - 10bit cineon files can be loaded and ready for immediate filmout, Digital Intermediate sessions or fire session and require no extra processing unless dictated by the Producer.

***Please note that a single directory must either contain all cineon files or all dpx files. i.e. cineon and .dpx files can not be mixed within a single directory.*

.rgb - uncompressed 8 and 16 bit .rgb files can be loaded and ready for filmout, or fire session and require no extra processing unless dictated by the Producer or required for fire uploads.

.tga - uncompressed 8 bit targa files can be loaded and immediately available for filmout and fire sessions, and require no extra processing unless dictated by the Producer or required for fire uploads.

All other files formats, such as .pic, .tiff, .jpeg, or movie files all require conversions to **.rgb** or **.dpx**, and may not be available for immediate use.

Illustrator, Photoshop, After Effects, and Shake script files can not be converted by Data Management. These require a Photoshop or Illustrator artist, or other arrangements will need to be made to convert these files.

Data delivery medium:

EFILM prefers all data tape delivered **tar per directory** (one tar mark preceding each shot)

(tar per frame requires the longest load time, 1 tar mark per tape is inefficient when extracting only one shot)

**** DTF2** written with a .nrns driver - written *unix tar per directory or unix tar per scene*.

**** LTO2** written with a blocking factor of 2048 with an .nrns driver - written *unix tar per directory or unix tar per scene*.

**** tar script:**

Please run all tar utilities from the directory level above the resolution sub-directory.

(e.g. tar cvf /dev/mt/tpsXdYnrns **abc_v2/2048x1556/abc_v2.00001.dpx**)

Directory should extract from tape in the following structure:

abc_v2/2048x1556/abc_v2.00001.dpx

Firewire Delivery:

Firewire drives are the most efficient means of transferring files. An 800 mB port will provide fastest transfers, followed by a 400 mB port, then USB 2.

PC firewires should be formatted on "Windows 2000" or "Windows XP" operating system using a NTFS file system.

MAC firewires should be formatted on "OS-10" (MAC OS extended) operating system using only HFS+ (plus) file system.

Linux firewires should be formatted on SuSE Linux operating system (Novell) using an EXT3 file system.

All files must be written to firewire using the following directory structure
shot_name/2048x1556/shot_name.00001.dpx (abc_v2/2048x1556/abc_v2.00001.dpx)

*** Please make certain all firewires are clearly marked on which operating system they have been formatted.

*** Please clearly label all firewires, power supplies, and cables with your company name.

**** CD & DVD Delivery:**

CDs or DVDs should only be used for delivering extremely short shots, or insert frames ranges. Formatted on either "Windows 2000" or "Windows XP" PC or "OS-10" (MAC OS extended) MAC systems.

All files must be written to the CD or DVD using the following directory structure.
shot_name/2048x1556/shot_name.00001.dpx (abc_v2/2048x1556/abc_v2.00001.dpx)

**** Quicktime Moviefiles:**

Below is a list of standard Quicktime Codecs that EFILM currently supports.

Animation / No compression	DVCPRO50 -PAL
Apple H.263	Graphics
Apple VC H.263	H.261
AVID Meriden compressed	JPEG Codec Standard
AVID Meriden non-compressed	Motion JPEG A*
Black Magic 10 bit	Motion JPEG B*
Black Magic 8 bit	MPEG-4 Video
Black Magic RGB 10 bit	None (No compression)
BMP	Photo -JPEG*
Cinepak	Planar RGB
DV -PAL	PNG
DV/DVCPRO -NTSC	Sorenson Video*
DVCPRO -PAL	Sorenson Video 3*
DVCPRO50 -NTSC	Video

* - Preferred Codecs
JPEG Codec is default when created on the Altix System