A+E GLOBAL MEDIA™

Pre-QC File Approval Upload Instructions

Samples/test clips for review and approval prior to full program delivery can be uploaded to the technical team via A+E Global Media FTP site. Please contact your Global Program Acquisitions representative should you wish to do so to obtain its address and credentials.

If uploading from a MAC, a third-party FTP client such as FileZilla or Cyberduck will need to be used.

If uploading from a PC, you may use third-party FTP clients such as FileZilla as well, or alternatively site can be accessed by simply pasting the address into a File Explorer window and entering the credentials when prompted.

Once FTP site has been accessed, please create a folder using Program or Series name and season, if applicable.

All clip names should be reflective of what is being submitted for approval; i.e. "Tom in boat – 2398 to 5994 conversion" or "MLK archival speech – film transfer."

Sub-folders may also be used if there will be multiple samples of a single process for review.

Clips should be submitted in the format and frame rate of the final program (ProRes 422 HQ). In some cases, you may be asked to upload the native raw footage as well.