



GUIDELINES FOR MPEG-2 (SD) AND MPEG-4 (HD) PROGRAM SUBMISSION

Programs may be brought in on flash drives, hard drives, or as DVD data files. They may also be sent to Northwest Community Television's FTP site for download. Staff can assist you in transferring your files to playback. Do not include extra black, countdowns or color bars with your submission—just your program.

MPEG-2 Specifications

- File format: **MPEG-2**
- TV Standard: **NTSC 480i**
- Aspect ratio: **4:3** or **16:9**
(depending on source)
- Frame width: **720 X 480**
- Frame rate: **29:97**
- File order: **Lower/Bottom first**
- Bit rate: **4-10 Mbps – VBR**
- GOP: **Closed – IBP**
- Audio sample rate: **48.000kHz**
- Audio channels: **2 Stereo**

MPEG-4 Specifications

- File format: **MPEG-4**
- TV Standard: **1080i**
- Compression: **H.264**
- Aspect ratio: **16:9**
- Frame width: **1920 X 1080**
- Frame rate: **29:97**
- File order: **Upper**
- Bit rate: **12-15 Mbps**
- Audio sample rate: **48.000kHz**
- Audio channels: **2 Stereo**

Submitting your program

- Do not include color bars, slate or countdown as part of your program file.
- Name your files as follows:
 - Programs with specific play dates*
Example: Polka Spotlight 3-5 and 3-12.mpeg
 - Programs which play for an entire month*
Example: In Our Town March.mpeg
 - Programs with no set playback time*
Example: Live the Adventure.mpeg
- Fill out a Media Release form for each program submission. Make sure the information on the form is the same as your file's name and play date(s). Also make sure to correctly time your program.