

# VIDEO CONTEST INSTRUCTIONS - 2018

## SFUPS VIDEO CONTEST:

- You may submit up to **two** edited videos per person, per contest.
- See the individual contest page for the maximum video length. The allowed length may vary for each contest.
- There is a countdown timer on each contest page indicating when the submission period ends and voting starts and we will also send out reminder notifications. Once voting begins, a second countdown timer is displayed and when it expires no more votes will be accepted!

## CONFIGURE YOUR VIDEO:

- Your video must be uploaded to your own VIMEO account and configured so that your identity is hidden from view. Vimeo has both paid and free versions.
- Hide your portrait and byline.
- Disable all Share, Like, and Embed buttons.
- Set the outro or “end screen” of your video to “thumbnail.” Do NOT use “loop” as this will not display correctly on SFUPS.
- Hide the Vimeo logo (if possible)

## HOW TO SUBMIT YOUR VIDEO:

- Go to the “Enter and Vote” dropdown under the “Contest” tab on the SFUPS website to choose the appropriate contest. You must be logged in with your email and password.
- Click on “Submit Entry” located in the blue bar.
- Fill in the Submission Title – This must match your video title. Do not include your name as this field is visible to voters.
- Enter your video’s URL. Example: <https://vimeo.com/123456789>
- Click on “Save” – wait until a box appears with the confirmation message “Contestants Successfully Added.” This will be your only confirmation. You will NOT receive a confirmation email.
- Once you have submitted videos they cannot be replaced, so be sure you have chosen your submissions carefully.
- Unlike photo contests, your video will be visible immediately.