



Autodesk®

THE VISUAL EFFECTS SOCIETY- AUTODESK STUDENT AWARD

RULES &
PROCEDURES

Submission Year

2011

10TH ANNUAL VES AWARDS TIMETABLE

2011

Period of Eligibility for Entries	Jan. 1 – Dec. 31
Rules & Procedures Posted	Aug. 15
Entry Forms Available	Oct. 10
Upload Viewing Materials	Nov. 15 – Nov. 30
Submission Deadline	Nov. 30

2012

Nominations Announced	Jan. 9
Awards Event	Feb. 7





WELCOME STUDENTS!



*Here you will find information that applies only to student entries. You must also review the full Rules & Procedures, posted elsewhere on our **website**, and follow the applicable rules in making your submission. If you have any questions after reading the rules, please write us at **awards@visualeffectssociety.com**. We will do our best to help you.*

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CATEGORY 23

OUTSTANDING VISUAL EFFECTS IN A STUDENT PROJECT

This award is to honor outstanding achievement in visual effects in a Student Project. A Student Project is defined as any media project that was created by a student or group of students while attending a recognized school. There is no limit to the length of the finished project, but the length of the *entry* is limited to 2:00 (see below).

Before & Afters are not required to be submitted for this category but may be submitted at the option of the submitter. However, entrants who choose not to submit Before and Afters are required to submit a short written explanation of how the work was created.



Judging panels may select a maximum of four (4) entries as nominees for this award.

* The Student Category is **not** required to submit Before & Afters. However, should you wish to submit a Before and Afters clip, the maximum length of the Before & Afters material is 1:00.

Submission Length

2:00

1:00*

Before & Afters Length

ENTERING THE AWARDS

CHECKLIST

To enter successfully you should:

Designate ONE person to be your primary “go to” person for all VES Awards matters. This person is the designated Submitter. He or she must sign the Submission Form.

Go online to www.visualeffectssociety.com/ves-awards and download the Submission Worksheet.

Then:

1. Gather all necessary information and fill out the Worksheet. Do NOT submit the worksheet as your submission; it is only to help you organize the needed information.
2. Decide whom to enter.
3. Note the signature you will need from your teacher or educational advisor.
4. Take note of deadlines for submission and uploading of viewing material.
5. Go to <https://vesawards.sohonet.co.uk> and click on “Create New Submission.” Instructions on this website will take you through the complete registration and submission process and will guide you on how to prepare your materials.
6. Print out the Submission Form with the Submission number and get the signatures of the Submitter and either the overall VFX Supervisor, the overall VFX Producer, or the Student Faculty Adviser. **Do not lose** the login information or share it with an unauthorized individual.
7. Submit two (2) completed and signed copies of the Submission Form, along with payment, to the VES by the submission deadline of **November 30**.
8. Prepare any supplemental written material (required in the Student Award category) and submit it with your viewing materials to <https://vesawards.sohonet.co.uk>.
9. Note that slates for viewing materials are now automatically generated when you have filled out a submission form.
10. Upload your entry to the VES-SohoNet website **between Nov. 15 and Nov. 30**.
11. You may make payment by using the online credit card authorization form.

NOTE: Your submission is not complete until a signed copy has been received by the VES office and payment has been made.

By making an entry you are stating that you have read and agreed to the **RULES & PROCEDURES** and the **VES AWARDS POLICIES**.



STUDENT AWARD

STUDENT AWARD NOTICE:

Except for the following special provisions, student entries are bound by the same Rules & Procedures as other entries. READ THEM CAREFULLY.

SPECIAL PROVISIONS FOR STUDENT AWARD

- A Student Project is defined as any media project containing visual effects that was created by a student or group of students *while attending* a recognized school and that was *completed* during the current calendar year of 2011.
- Entries must be submitted personally *by the student(s)* who created the Work to Be Considered.
- Students must have been registered in and attending the school during the current calendar year ending **December 31, 2011**. You must send a copy of a valid and dated student I.D. card or proof of registration along with the entry form.
- A maximum of *four* (4) students may be entered in any one submission.
- If a team of students (up to a maximum of *four*) submits a joint entry, the group should choose one team member to sign the Submission Form for them.
- If an entry was created by a team of students, be sure to list all eligible team members (maximum of four) on the Submission Form.
- Entries submitted by students' representatives, administrators, agents, or faculty members will not be accepted.
- Entry forms must be co-signed by the teacher or educational advisor under whose guidance the project was created to certify that the project was completed during the eligibility period stated above.
- By entering these awards you are agreeing that AUTODESK has the right to play the submitted Student Award material, without charge, on its website or a website of its designation for the purposes of promotion.
- The VES shall have the unrestricted but non-exclusive right to exhibit the submitted Student Award material at any venue and in any media, including but not limited to, websites, television, visual effects anthologies and other activities in connection with the legitimate business of the VES.

STUDENT AWARD

CONTINUED

RECOGNIZED SCHOOL

The VES recognizes all schools around the world that are accredited or otherwise endorsed by an official educational body. Additionally, the VES recognizes schools that specialize in the teaching of film, television and visual effects. The word “school” is used here to mean any organized institution that has a faculty, teaching facilities, and a program of learning that results in graduation that is recognized by other learning institutions or the earning of certificates attesting to completion of one or more courses.

If you have a question about your school’s eligibility please contact the VES as soon as possible.

CONTACT PERSON AVAILABILITY

Student entrants must provide the name, phone number and email address of an individual who can be contacted during the Christmas-New Year break who is authorized to act in behalf of the entrant(s) in case of questions. It is especially important for entrants to have access to editing and/or dubbing facilities in case a submission needs to be corrected. Failure to do so may result in disqualification of the entry.



DEADLINE

The deadline to submit all materials – visual and written – is

Wednesday, November 30, 2011, 5:00 PM PST.

SECTION 2.2

SUBMISSION FORMS AND SUBMISSION NUMBERS

You must fill out a Submission Form online (<https://vesawards.sohonet.co.uk>) to obtain a **Submission Number**. You must have a Submission Number to be in the Awards. Print out the completed form, have it signed, and mail, fax, or scan and e-mail it to the VES office. The contact information is as follows:

Mailing address: 5535 Balboa Bl. Suite 205, Encino, CA 91316

FAX: 818-981-0179

E-mail: awards@visualeffectssociety.com

Note: Your submission is not complete until a signed copy has been received by the VES office and payment has been made.

Be sure that you have spelled all project titles and entrants' names correctly on the submission forms. List entrants in the order in which you wish them to appear in future publicity, nomination, and award announcements. The ballot listings and subsequent publicity announcements are taken directly from the entry forms. The VES is not liable or responsible for incorrect order or misspelling of names.

SECTION 2.4

CONTACT PERSON

Please assign one contact person for all your entries. This is the individual (the Submitter) to whom the *username* and *password* for uploading your electronic submission will be sent.

This contact person must be available to the Awards Committee ***during the Christmas / New Year's week*** to deal with any potentially disqualifying issues that the Awards Committee may uncover during the vetting of your submission. He or she should know where to reach everyone named on the submission during that time in case of questions.

SUBMISSION INSTRUCTIONS

THE 10TH
ANNUAL
VES
AWARDS

1. Download and print the **Submission Work Sheet** from the VES Awards website (www.visualeffectssociety.com/ves-awards). Fill it out *before* attempting to fill out the online submission form. This will save you time by giving you a heads-up as to what information will be needed to enter successfully.
2. Submission forms are available to all entrants beginning on or about **October 10, 2011** at the VES/SohoNet Awards website: <https://vesawards.sohonet.co.uk>
3. **One submission per form.** Do not combine multiple entries on a single submission form. *It will **not** be accepted and you will have to re-submit.*
4. Give each entry a distinct name on both the entry form and on the slate (e.g., Star Wars – “Death Star Attack” Sequence).
5. After you have gathered all the required information, complete the **Online Submission Form** at <https://vesawards.sohonet.co.uk>. When you have completed this form and clicked on “Submit”, a unique submission number will be automatically generated for you. At the same time, slates will be automatically generated for your viewing materials.
6. Print your completed Submission Form, making a note of the official Submission Number that is supplied during your online submission process. The Submission Number is also printed on the top of your completed official Submission Form. *This number must be included on all physical submissions, viewing materials and correspondence concerning your submission.*
7. Have your printed-out entry form signed by the appropriate individuals.
8. Submit two copies of the completed entry form to the VES office with the entry fee, and vouchers. Student entries should also include copies of their student I.D.s or registration form. Entry fees may be paid by credit card, using the online credit card authorization form found on <https://vesawards.sohonet.co.uk>.
9. Label each item in your submission packet with the Submission Number generated by your online application.
10. Upload your viewing materials as specified in Section 4, Viewing Materials and Formats, observing the deadline for uploads to take place.

UPLOADING DEADLINES

You **must** upload your viewing materials between **November 15** and **November 30, 2011**.

ENTRY CONTENT



4.1.A

WORK TO BE CONSIDERED

FACILITY LOGOS

No submitted viewing or supplemental materials may contain school, facility or production company logos, logo bugs, or the names of individuals, schools or facilities that worked on the project. This rule applies to the slate as well. Entries containing such material will be required to resubmit without identifying marks or may be disqualified.

Your entry is made of two or, in some cases, three parts:

- The work you are submitting for the judges to view, referred to as **Work to Be Considered**.
- The **Before & Afters** material (required of all except Student Projects who do not need to submit this material but may do so if they like).
- **Supporting written material**, which is optional for all categories, but is **required** for Student Projects.

Entrants are responsible for their own quality control. The VES accepts no responsibility for viewing materials that do not play properly, are submitted at the wrong resolution or format, or are of inferior quality.

This is the viewing material you need to upload (or otherwise deliver) to the Awards. This material is what is being judged. All Work to Be Considered must be submitted as premiered (see the definition of Premiered in the Glossary).

It is **against** the rules to:

- Change the order of sequences from how they appeared within the project.
- Change the order of shots within a sequence.
- Put different contextual material around the Work to Be Considered other than how it was premiered.
- Add fades or dissolves to “smooth” awkward transitions created by cutting down the sequence. However, you may place a few frames of black between segments.

In most categories you are required to provide contextual material surrounding the Work to Be Considered. “Contextual Material” is the shots (visual effects or otherwise) immediately preceding and following the work you are submitting. This Contextual Material shows how the Work to Be Considered fits into the scene, sequence, or film.

4.1.B

BEFORE & AFTERS



NEW SHOTS AND SEQUENCES

No new shots or sequences that are not shown in the Work to Be Considered may be introduced in the Before & Afters section of the submission.

4.1.C

WRITTEN SUPPORTING DOCUMENTS

Student Entries are encouraged, but not required, to submit Before & Afters.

The Before & Afters material must be tailored to the category you are entering and must demonstrate how the work was accomplished through one or more of the following:

- Storyboards
- Animatics and/or previs
- Raw plates
- Raw elements
- Work-in-progress (developmental progression of shot)
- The finished shot

In addition:

- Special Venue entries may include video footage showing how the entry is staged or shown in its appropriate venue, such as a video wall.
- In any “single animated character” category (10, 11, and 12) the Before & Afters must clearly focus on the ***one*** character you wish to have judged.
- Your entry will be ***disqualified*** if the Before & Afters material contains any of the following:
 - Extraneous material that does not directly relate to the Work to Be Considered;
 - Talking heads explaining the work (voice-over narration is acceptable);
 - School, visual effects company or production company logos or the names of companies or individuals who created the work; or
 - Shot(s) or sequence(s) that were not shown in the Work to Be Considered portion of the entry.

Written descriptions of the Work to Be Considered are ***required in the Student Category.***

No printed materials will be accepted.

Student entrants should submit a PDF of supplemental written material at the time of submitting their viewing materials. PDFs of *nominated entries only* will be posted online during the View & Vote period along with their respective viewing materials.

At its sole discretion, the VES may elect to post supplemental written material online in time for viewing by judging panels prior to nominating events in the several VES Sections.

IMPORTANT

Please name the PDF file the same as the SUBMISSION NUMBER you were given when your submission was initially created (e.g. 01-999).



Anyone choosing to submit written supplemental material should adhere to the following guidelines:

- Keep the number of pages to a minimum.
- Use pictures to illustrate your points whenever possible.
- Focus on what makes your project uniquely challenging or technically innovative. Do not waste viewers' time describing routine production issues.
- The document may **not** include the specific names of any people or facilities that directly worked on the visual effects.
- Reprints of magazine or web articles may not be submitted.
- Send the PDF file of the material *at the time of submission* along with your viewing materials to <https://vesawards.sohonet.co.uk>.

The deadline for submitting PDFs of written supplemental material is also **November 30, 2011**. Late submissions will **not** be accepted.

4.1.D AUDIO

We encourage you to include sound on your entry. However, an entry may be submitted without sound. "MOS" or silent entries should clearly be labeled as such on the slate and on any DVDs if you submit in the physical form. All Work to Be Considered that does contain sound must be the original sync sound as premiered.

However, the Before & Afters material may have alternate audio, including relevant commentary. As stated previously, commentary may **not** include the names of facilities or individuals that did the work, be self-congratulatory, or otherwise off-topic.

4.1.E SLATE

You must use the official VES Awards Slate to identify your viewing material. The slate is automatically generated when you create your submission. Please fill out the information requested on the slate completely.

Broadcast programs must state the EPISODE TITLE in addition to the EPISODE NUMBER.

MOS (Without Sound) entries should be clearly labeled as such on the slate.

The Slate may **not** include the names of any entrants, studio, facilities, logo, logo bugs or other burn-ins.

If revised materials are submitted for any reason, they must be clearly labeled "*Revised*" **on the slate** and given a *revised submission date*.

SECTION 4.2

VIEWING MATERIAL: UPLOAD ORDER

The entry must be uploaded in two parts for speed and convenience:

The Work to Be Considered (the entry) must be one upload; and

The Before & Afters material must be the second upload.

Please put a slate on both uploads and follow the format below in assembling your submission:

UPLOAD NO. 1

Part 1: WORK TO BE CONSIDERED

A)	:05	VES SLATE
B)	:01	BLACK
C)	---	YOUR ENTRY (See category sections for length limits)
D)	:05	BLACK

UPLOAD NO. 2

Part 2: BEFORE & AFTERS

A)	:05	VES SLATE
B)	:01	BLACK
C)	---	BEFORE & AFTER MATERIAL (See category sections for length limits)
D)	:05	BLACK

IMPORTANT

Entries not adhering to these rules may be disqualified at any stage of the Awards process.

Only the official VES slate downloaded from the VES Awards website is acceptable.

Upload all your materials separately. Do **not** combine your uploads.

Viewing material deviating from these format specs will **not** be accepted.

SECTION 4.3

LABELING MATERIALS

Should you decide to deliver physical materials to SohoNet, a SohoNet-designated facility, or the VES office for uploading, please be sure to ***properly label the material.***

If you are delivering your entry on a hard drive or in another physical form and wish it returned to you, be sure to make the proper arrangements with the VES office prior to delivery. Otherwise we will take no responsibility for returning the physical delivery item(s) to you. Please see section 4.4.B below for guidelines.

SECTION 4.4

SUBMITTING VIEWING MATERIALS

Viewing materials should be submitted in electronic form whenever possible. We discourage submission in physical media form.

4.4. A

ELECTRONIC SUBMISSIONS

When you first created your submission you created a *username* and *password* to use for electronic material submissions. This username and password is unique to you, and can only be used to upload material for your submissions. Use the same username and password for *all* your submissions. But keep in mind that each individual entry will also be given a unique file name that corresponds to only one specific Submission Number.

Do not lose this information or share it with unauthorized persons.

The upload process is designed to be easy to use but secure, and will be using HTTPS. Full details and instructions for the electronic submission process will be available online starting **October 10, 2011** at <http://ves.sohonet.co.uk>.



4.4. A.1 SUBMISSION FORMAT

Codec Download

The latest version of the codec can be obtained from Avid's website, [here](#).

DNxHD 36

The electronic submission format is **DNxHD 36 in a QuickTime wrapper**. This should allow submissions to be made in the native aspect ratio of the material as premiered, and the required MD5 file will ensure that the material viewed is a precise replica of that submitted. This submission/encoding format is easy to use, and is compatible with all major computing platforms (PC, MAC, Linux). It has been designed to be practical on all but the slowest of Internet connections.

Viewing material must follow these guidelines:

- Video: 1920 x 1080p, 23.98 fps DNxHD 36 8-bit
- Color Levels: 709 (per rec709)
- Alpha Channel: None
- Audio: 16-bit 44.1KHz

Your uploaded submission(s) must be named as follows:

For Part 1: Work to Be Considered

Entry ID.mov

This is the actual entry

Entry ID.mov.md5

This is the file that verifies the data of the actual entry

For Part 2: Before & Afters

Entry ID.beforeandafters.mov

This is your Before & Afters file

Entry ID.beforeandafters.mov.md5

This is the file that verifies the Before & Afters data

For example, for Submission ID 02-0003, name your files as follows:

Work to Be Considered

02-0003.mov

02-0003.mov.md5

Before & Afters

02-0003.beforeandafters.mov

02-0003.beforeandafters.mov.md5

4.4. A.2 FILE NAMING CONVENTIONS



4.4. A.3

VERIFICATION

The electronic submission process contains a verification step to ensure that a complete and accurate duplicate of the submitted images is received by the VES. This involves generating a special checksum at the facility before anything is uploaded. This is the MD5 file, which, upon receipt of the material by the VES, verifies that the upload is correct and exactly as intended both in content and quality. If there are any errors, they will be displayed on the entry's upload page and you will be asked to submit your material again. For detailed information about the md5 file, please go to <http://ves.sohonet.co.uk/>.

4.4. A.4

SOHONET SUPPORT: 24/7

SohoNet will provide a 24/7 support operation for all aspects of the electronic submission process. For any questions or queries please use the following contact methods:

For all *general inquiries*, questions, and non-urgent problems, email vesawards@sohonet.co.uk ensuring that the subject line begins with **VES**. Please be sure to provide a contact phone number and time zone/hours available.

For *urgent issues* on uploading, please call one of the following 24/7 support lines, making clear that you are calling about the VES electronic submission process.

Please have your submission number available when calling.

USA:

+1 310.449.8610

UK:

+44 (0) 207.292.6909

AUSTRALIA:

+61 1800.77.5280



4.4. B

PHYSICAL MEDIA SUBMISSIONS

IMPORTANT

Regardless of the means by which you choose to submit your material, it must be in the DNxHD 36 format and 23.98 fps frame rate.

No exceptions.



In cases where electronic submissions are not practical due to your Internet connection, you may send or deliver the DNxHD QuickTime file on any hard drive or a DVD-R data disk (standard playable DVD disks are not acceptable) to:

- A designated delivery point for uploading to the Awards (contact the VES at awards@visualeffectssociety.com for information)

or

- The VES office. Your submission will then be uploaded for use at the Awards.

NOTE: If you choose to submit your materials on disk or hard drive to the VES office, they must be physically in hand **no later than November 23, 2011** in order for the VES to upload them by the submission deadline of November 30, 2011.

Because the VES has no means of verifying the accuracy of a submission made on physical media, the VES assumes no responsibility for quality issues that may arise during the upload from disks.

Broadcast entries should, when possible, be submitted de-interlaced. The VES is not responsible for any artifacting present in video files used for online voting that may be caused by interlaced footage.

If you wish the disk or drive returned to you, you must either make arrangements to pick them up or provide a self-addressed FedEx form with a valid account number to cover the cost of shipping.

SECTION 5.2

STUDENT PROJECT ENTRY FEES

The total entry fee for a Student Project is **\$45.00** regardless of the number of individuals named on the entry. (The maximum number of entrants on a single submission is four.)

SECTION 5.4

PAYMENT

Payment must be received by the VES no later than **5 PM PST, November 30 2011**. Entries are not complete until payment has been made.