

VIDEO CONTEST INSTRUCTIONS

SFUPS VIDEO CONTEST:

- You may submit up to **two edited videos** per person, per contest. This is in addition to the still photo competitions. Your video must be shot underwater with any camera, video camera, camcorder, DSLR or GoPro, and must consist of 90% underwater footage. No pool or aquarium video unless specified. There should not be anything in the video that could identify yourself as the author. See “HOW TO SUBMIT YOUR VIDEO” below.
- **Video length** is indicated in each contest description. These are maximum times. Your videos may be shorter. The allowed length may vary for each contest and will be strictly enforced. Please do not go even a few seconds over the specified length.
- **Video editing** can be done according to the videographer’s personal style and may include any or all of the following techniques: color corrections, transitions, slowing down or speeding up, music, and narration - unless prohibited in a category description. Note that editing is NOT required except where specifically mentioned in a category description.
- **NOTE: We no longer require that you send the original video file. Submitting the URL via the website is sufficient.**

CONFIGURE YOUR VIDEO:

- Your video must be uploaded to your own VIMEO account. After uploading your video, make sure it is set to **Public**. Privacy settings can be found by clicking the **Share** button at the top right of the video player, then selecting **Public** under the **Privacy** dropdown menu. If you are returning to edit the video, go to your video **Library** then click on the thumbnail for the video to bring up this screen.
- Your video must be configured so that your **identity is hidden**. This includes making sure the end screen does not display your name. We are now enforcing this rule – any entry that displays the author’s name will be disqualified. If your video is submitted within 24 hours of the deadline, we will notify you if you need to change your settings. The process is different for free and paid Vimeo accounts.

FREE VIMEO ACCOUNTS:

- Free Vimeo accounts offer few options for customizing the player. To hide your name, we suggest one of the options below:
 - Make a dedicated free Vimeo account for your SFUPS videos under another generic name, for example, “SFUPS Member.” This way your identity is hidden without having to change your existing account.
 - Change the name on your existing free account for the week of the contest to a generic name such as “SFUPS Member,” then change it back after the contest is over.
 - Change the privacy settings of any other videos on your existing account to **Private** for the week of the contest, to ensure the player does not display an end screen prompting the viewer to watch more videos on your account.

PAID VIMEO ACCOUNTS:

- Paid Vimeo accounts are available from \$9/month and give you more control over the player. You can change your settings for your SFUPS video and hide your identity without changing the way your other videos appear.
- Click on the thumbnail for your SFUPS video in your video **Library** to change your settings for this video **only**.
- Click directly on the title of your video under the player to edit it. Scroll down to add a thumbnail by uploading a file or selecting a frame from your video.
- To hide your identity, click the **Appearance** icon on the far left of the screen. From the list of sliders that appear on the left, choose the following settings:

Branding

- Leave default settings

Engagement

- Like: OFF
- Watch later: OFF
- Share: OFF
- Embed: ON **Please make sure this is enabled, or we will not be able to play your video at the meeting if you place in the contest.**

Details

- Hide all: OFF
- Title: ON
- Profile picture: OFF
- Byline: OFF

Controls

- Leave all ON, except:
- Vimeo logo: OFF

- Finally, click the **Interactivity** icon on the far left, then the last option, **End Screen**. From the dropdown list, select **Thumbnail**. Do NOT use “loop” as this will not display correctly on SFUPS.
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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.
- Click on the **Share** button at the top right of your Vimeo screen and scroll down to find your video’s unique URL with its unique 9 digit number that looks like this: <https://vimeo.com/123456789>. You can click the **Copy link** button to copy it. Enter or paste the URL in the “Video URL” field in the submission form.
- 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.

WINNING VIDEOS:

- If your video places in the contest and you are happy for us to share it on social media, you may be contacted to send us the original file. To do so, please enable downloads under the **Privacy** settings for your video, and send us the link from your Vimeo account.