

## To upload your video

### PAYMENT AND MUSIC INFORMATION

- You need to complete your full payment.
- You need to complete the MUSIC INFORMATION section for the ensemble which you wish to upload a video, and then click UPDATE.
- Once you have updated the music information an orange UPLOAD VIDEO tab will appear on the Festival Summary page. If it does not appear, return to the Music Information page and complete the previous step.
- Click the orange UPLOAD VIDEO tab.

### FILE NAME

- Include the name/s of the piece/s which are on the video in the file name (suitably abbreviated if necessary). e.g. StadiumR\_SettlersM
- Do not include your school or band name in the file name as our system will automatically identify the ensemble when the video is uploaded to Vimeo.

### FILE SIZE

- You should be uploading an MP4 file.
- ASBOF recommends you record your video at 720p
- We estimate that a file size of approximately 500GB should take around 7-10 minutes to upload.

### TO UPLOAD

1. Click BROWSE to select your video file.
2. Click UPLOAD VIDEO
3. A gauge should appear tracking the upload rate as a percentage. Do not close the page.
4. Once the upload has been completed you will receive a VIDEO UPLOADED SUCCESSFULLY message.
5. If you wish to upload a second file, follow steps 1 – 4.
6. You can upload a maximum of two (2) files per ensemble.

### CONTACT FOR SUPPORT

If you have any issues with uploading your video, please contact the General Manager on 0417 664 472 or email [admin@asbof.org.au](mailto:admin@asbof.org.au)