WJCT, Inc.
Technical Guidelines for Program Packaging

1. Media

WJCT accepts:

Video Content:
     Container: Quicktime (.mov); Windows (.avi)
  Primary File Format:
       Video: DVCPro 25/50 720x480i, 29.97fps
              DVCPro HD 1920x1080i, 29.97fps
       Audio: Stereo mix 48kHz, 16bits, -20dbu
  Primary Tape Format:
       Video: DVCPro 25 or 50
       Audio: stereo mix

Audio Content:
   Primary File Format: Windows PCM (.wav) Stereo mix 44.1kHz, 16bit, +4db

FTP Delivery information:
   Address is 66.194.234.101
   User name: WJCTProd
   Password: 5r3xAc$+

Notes:
   1. We are unable to accept programs recorded on HD tape formats.
      We will allow you to provide a tape deck and content material to be uploaded into our system.
   2. We will accept additional file formats on a fee based conversion scale. Contact WJCT to learn more about this option.

2. Time code

Uninterrupted, identical linear and VITC drop-frame are required from the beginning of the test signal and continuing until at least twenty seconds (0:20) after the end of program material.
Do not pass through the 00:00 time frame.

3. Program packaging

To properly package your program for WJCT use, please include these elements in this order:

00:10	• At least 0:10 leader. (1:00 preferred) Silent. Synchronous black.
01:00	• A minute (1:00) of reference signal: NTSC bars and tone. **IMPORTANT**: This test signal shall be a true indication of the program's chroma, video, pedestal, and phase.
00:10	• At least (0:10)visual slate, (0:20 preferred) including - Program title and production center - (If part of a series) the subtitle and episode number - Indication of mono or stereo audio, SAP, and captions.
00:10	• A ten-second (0:10) countdown. The countdown will take to black at the end of the tone on the two. There shall be 1.8 seconds of black between the end of the countdown and the beginning of the program.
26:46 / 56:46	• Program material. IMPORTANT: Standard length is 26:46 for a half-hour, 56:46 for an hour. MAXIMUM: The absolute maximum length for a half-hour program is 29:00; for an hour, 59:00.
00:05	• Interstitial black
00:30	• Promo, if any.
00:20	• Final black, followed by a minimum of 2:00 blank trailer.

4. Promos

As noted above in section 3, you may include the program-specific promo on the same reel as the program, separated by 0:05 synchronous black. No more, no less. Alternately, you may provide WJCT with a separate reel of promos for the program or series. Desired promo length 0:20 and/or 0:30.

5. Video specifications

- Reference color bars shall be a true indication of the program's chroma, video, pedestal and phase.
- Peak chrominance will not exceed 110 IRE units above the blanking level.
- Video levels shall average 100 IRE and pedestal 7.5 IRE when the VTR is in unity.
- Video, chroma, and pedestal levels shall be consistent throughout.
- Horizontal and vertical blanking shall conform to ANSI/SMPTE standards: 10.7 :s, +0.3,-0.2:s,
  and 20 lines respectively.

6. Audio specifications

- Reference tone shall be a true indication of the program's audio levels
- Tone shall be at 0vu when the VTR is in unity.
- Audio levels shall be consistent throughout the program.
- If mono audio is present in a stereo production, the mono audio shall be
  recorded center channel on tracks 1 and 2.

Audio track assignments are:

Type	Track 1	Track 2	Track 3	Track 4
Mono	Full mono mix	Full Mono Mix	SAP, DVS or mono	SAP # 2 or silence
Stereo	Left	Right	L + R mix, or SAP or DVS	SAP # 2 or silence

7. Material identification (Labels)

Please label the program tape *and* its container with identical labels including the following information:

- Program or Series title.
- Episode number / Episode subtitle
- Program's actual run time in hours/minutes/seconds
- Stereo or Mono audio
- Caption information
- Name of producing entity (station call letters/company name)

8. Technical evaluation

WJCT presumes that the tapes you deliver are air-worthy, so it's in your best interests to technically review and evaluate your finished product.

Place a copy of the completed technical evaluation form (see next page) with the master tape. If WJCT identified any impairments with your program you will be contacted.

WJCT   Technical Evaluation Report

Series:	
Program:	
Episode:	Producer:

Prog Start TC	hrs.	mins.	secs.	frames	Control #	NOLA:
Prog Ends TC	hrs.	mins.	secs.	frames	ᴳ Mono ᴳ Stereo	ᴳ Captioned
Prog Dur. TC	hrs.	mins.	secs.	frames	ᴳ DVS ᴳ SAP__ ___	

1 = Acceptable   2 = Marginal (See Comments)   3 = Unacceptable / Rejected

VIDEO:	AUDIO:
1. ___ Reference Color Bar Level ____ IRE	31. ___ Reference Levels
2. ___ Program Level vs. Reference	Ch 1 ___ Ch 2 ___ Ch 3 ___ Ch 4 ___
3. ___ Pedestal Level vs. Reference	32. ___ Program Level vs. Reference Level
4. ___ Chroma Level & Phase vs. Reference	_____ vu / dB
5. ___ Resolution	33. ___ Intelligibility / Presence
6. ___ Noise	34. ___ Distortion
7. ___ Color Balance	35. ___ Hiss / Hum / Noise
8. ___ Chroma Tearing	36. ___ Sibilance / Tubbiness
9. ___ Ringing	37. ___ Stereo Content: Phase
10. ___ Compression / Clipping	38. ___ Track Assignments
11. ___ Transients / Glitches	39. ___ Lip Sync
12. ___ Dropouts / Digital Noise	**PACKAGING**
13. ___ Flicker	40. ___ Metal Reel / Plastic Shipper
14. ___ Scan Conversion	41. ___ Labeling (reel and shipper)
15. ___ Archival Content	42. ___ Producer/Distributor Evaluation
16. ___ Film Scratches / Debris	43. ___ Reel Condition
17. ___ Film Jitter/Weave/Framing	44. ___ Test Signal / Stereo Leader
18. ___ Aspect Ratio	45. ___ VITC Verification
19. ___ Frame Rate	46. ___ Slate
PULSE WIDTHS	47. ___ Countdown
20. ___ Vertical Blanking ____ lines (23 max.)	48. ___ Runout
21. ___ Horiz. Blanking ____ _sec (12 max.)	**CAPTIONS**
22. ___ Front Porch ____ _sec (2 max.)	49. ___ Clear Pulses
23. ___ Hor.Sync to End of Blanking ____ _sec	50. ___ Garbled / Extraneous
24. ___ SCH Phase ____ 40_	**RECORDING /TAPE STOCK**
File:	51. ___ Control Track Phase
25. ___ Video File Format	52. ___ RF Level
26. ___ Audio File Format	53. ___ RF Waveform: Track Geometry
27. ___ Scan Type (Interlaced / Progressive)	54. ___ Dropouts / Bit Error Rate
28. ___ Bit Rate	55. ___ Scratches / Shedding
29. ___ File Size	56. ___ Edge Damage / Creases / Wrinkles

Comments: (Note/explain any items evaluated as marginal or unacceptable above.)

Eval By(name):	Phone:	Date:	