



REQUEST FOR USE OF EDUCATIONAL ACCESS CHANNEL

In accordance with ECPPS Board of Education Policy 5003, an institution or agency may donate educational programming material to be broadcasted on the school system's educational access cable channel.

GUIDELINES FOR SLIDES & VIDEOS

- Submissions will be added/updated weekly on Tuesdays.
- Submissions must be received at least ten (10) school days in advance of the desired broadcast time.
- Each institution or agency may submit one (1) video and four (4) slides to be broadcasted per week.
- Leave a border around all four sides of the image so that it does not contain any critical text or areas of a photograph as this area will be 'cropped' when it is cablecast and will not be visible.
- Please do not use red backgrounds.
- Use high contrast font colors so that all text is easy to read (i.e. black font on white background, etc.).
- In some circumstances, content and/or design may need to be edited for airing.

SPECIFICATIONS:

Width: 1920
Height: 1080
Aspect: 16:9

Duration of Video: Maximum of two (2) minutes

FORMAT:

Slides – JPEG, PNG
Videos – MP4, MPEG-4