

Presentation Instructions (see PPT from Jan 17, 2013) by Amy Lemisch

Follow-up items from the meeting include the Film Commission providing:

1. A list of how our cities rate on film friendliness against other cities
2. An FAQ on the coordination required among city departments for working with film companies
3. A list of the film 'infrastructure' - ancillary activities - for the whole South Bay and Torrance separately

Amy Lemisch, California Film Commission Executive Director, also encouraged cities to post pictures of possible filming locations in their cities on the California Film Commission website. This is a free service and below my e-mail is the information that Amy has sent about how to put photos onto the Film Commission website library. (Locations with palm trees are discouraged!)

She also gave out the website address for the California Film Commission - www.film.ca.gov and her e-mail - alemisch@film.ca.gov

Welcome to CinemaScout!

Please let me know if you have any questions or need help with this process.

CinemaScout Uploader / Submission Tool Instructions

Although images are automatically re-sized when submitted through the CinemaScout Uploader hopefully the following will make the process easier if your images are too large. Please call with questions if you need additional assistance.

Photo images need to be in JPEG format.

General resolution and size standards are:

- 144-150 dpi
 - File size 200 KB to 1 MG (1000 KB)
 - JPEG Compression = 7 good quality
 - 1280 x 1024 resolution (or higher) for large size web browsing
 - Physical photo size no larger than 8.5"x11" (to allow for standard size page printing)
- These are the uploading instructions. Also attached above are the indexing and keyword lists. Please follow the prompts provided in this picture uploader link and do not hesitate to call if you need some help.

http://ca.reel-scout.com/loc_add.aspx (no log-in necessary)

Step One:

Fill in all fields provided.

Step Two:

Use the general notes and usage restriction fields to tell us categories and keywords to display for indexing.

Please refer to the above two attachments.

Step Three

Change the date taken if applicable.

Step Four:

Provide the name of the photographer as a photo credit if this is available.

Step Five:

Select images from your desktop, my computer or wherever these have been saved and stored.

Up to ten images per record please.

Step Six:

Click > Browse for Images

Step Seven:

Enter the two words in the Captcha box.

Step Eight:

Click the Upload button.

This will submit the new record.

Step Nine:

Look back at the top of the screen.

The dotted line box will indicate the record has been successfully submitted.

Step Ten >>>> (only if the location is so extensive 10 images will not be enough) <<<<
If you would like to display up to the 15 -20 image limit a second record will need to be created.

In this instance you will need go back to Step One. Fill in only the required fields as indicated by the asterisk (*).

Step Eleven:

Send an email to lmosher@film.ca.gov reminding us the records are complete and ready for approval.

Step Twelve:

The completed record(s) will be sent back for your final approval.

Thank you for all your support of the California film industry.

Lisa Mosher

Location Resource Specialist

California Film Commission

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