



## 2021 NCA & NDA COLLEGIATE CHAMPIONSHIP

### Filming Guidelines & Tips

We want to ensure that you have the best experience possible with our Virtual Collegiate Championship and are here to help you through the filming process. Follow the steps below to ensure your submission best represents your team.

#### FILMING WINDOW

Videos must be filmed within the designated filming window beginning on March 17, 2021 for prelims until the designated upload date of March 24<sup>th</sup> for all cheer and dance divisions. Filming for finals will be from April 1<sup>st</sup> when the new Collegiate Virtual Template is sent until the upload deadline of April 7<sup>th</sup>. Teams will receive instructions to upload their video to Varsity TV on the designated upload date.

Below is the timeline for filming, uploads and results:

- **March 17** – Collegiate Virtual Template for prelims video upload sent to registered teams
  - Teams may begin filming their Prelims performance
- **March 24** – Prelims video upload date
- **April 1** – Prelims results posted; Collegiate Virtual Template for finals video upload sent to registered teams
  - Teams may begin filming their Finals performance
- **April 7** – Finals video upload date
  - **Teams may also submit/upload their same prelims performance for Finals if they wish**
- **April 9** - Prelims available to watch on Varsity TV
- **April 10** – Finals on Varsity TV followed by Awards Presentation

**NOTE** – *Cheer teams may NOT perform on a spring floor*

#### COLLEGIATE VIRTUAL TEMPLATE

You will receive an official Collegiate Virtual Template that will be emailed when your filming window starts. The template must be printed, completed and held up to the camera by the coach before the routine begins.

#### CAMERA

- You may choose to film with any camera or equipment that you currently have. Cell Phone footage and other video types will be accepted.
- If filming on a Cell Phone, please turn the camera sideways to record horizontally.
- Camera or cell phone must be stabilized; we recommend not holding by hand. Camera view must remain consistent; do not zoom in or out.
- The camera should be set to view all 4 corners of the floor, or where all 4 corners would be. If there are structural objects in your space (support poles, for example) that may obstruct the view of the judges, be sure that all skills are performed within view for the judges to see.
- In order to maintain fairness and consistency, any skill that is not visible in the frame or behind a structural object will not be scored.

## ACCEPTED FILE TYPES

- Video footage must be submitted in .mov or .mp4 format. Other formats such as 4K will NOT be accepted.
- Uploaded videos must be a single take – edited footage will not be accepted. Footage may not be edited to add in introduction card, program logo, etc.
- Record with audio on. Do not remove the audio from your video before uploading. Your video will get stuck in transcoding if you manually remove the audio prior to uploading.
- You will have the option to indicate if you own the synch rights to your music and turn the audio on or off on the uploader itself.

## FILMING AREA & OTHER REQUIREMENTS

- The CHEER floor should be velcroed like a standard NCA competition floor with the velcro strips going from front to back. Other than marking center, no other Velcro should be used to create a grid, diagonals, or additional lanes on the floor.
- **NOTE** – CHEER teams may NOT perform on a spring floor
- Dance teams are NOT required to perform on a matted or Marley floor
- Other than actual performers (and mascots where applicable), no additional coaches or fans should be in the view of the cameras.
- Routines can be filmed anywhere, except during an actual competition. If you are filming at a competition venue, no event producer backdrop may be included.
- Please do not film near mirrors. It will make the judging process exponentially more difficult.
- Athletes must be dressed appropriately

*\*Due to uncertainties associated with the COVID-19 virus that could potentially lie ahead, Varsity Spirit reserves the right to amend this document.*