

KEY COMMUNICATIONS INC.

Video Specifications for Digital Editions

Thank you for considering purchasing video space to be used in the Digital Edition of our publication. Please note the following specifications for video submission.

We prefer video submissions in the following file types:

FLV	Macromedia Flash Video file
MOV	Movie (QuickTime for Microsoft Windows; AutoCAD/AutoFlix)

We can also accept many other types of media files but conversion charges will apply. These file types are listed below:

AVI	Microsoft Audio Video Interleaved file for Windows movie
WMV	Windows Media Player visual/audio file
SWF	Object (ShockWave Flash)
FLA	Movie (Macromedia Flash)

Please note:

- Final videos should be **no larger than 5MB compressed**. AVI files should be compressed to **5MB or smaller** using a program such as Flash Encoder. We are able to compress AVI, WMV, MOV, SWF and FLA files for you at a small charge. Please note that the quality of the video changes upon compression and conversion.
- Digital Edition videos should be no larger than 320 x 240 pixels.
- We recommend the videos be rendered using a mono audio setting at 22kHz, as they will be played via web browser. This will also help keep your file size small.
- Videos should be encoded with Flash 7 or 8 High quality settings. If you do not have flash capability, we can accept any of the file types above and convert those down for you. Additional charges may apply.
- Typically, a Digital Edition video plays automatically as the reader turns to its host page. If you'd like to require the reader to press play, please provide a preview image. The image must be in the **exact same resolution** as the video file and can be in any standard non-multimedia format (JPG, GIF, etc.) We also recommend that you include some text that indicates clicking on it will play a video.

Video files can be e-mailed to kjohnson@glass.com. If submitting a file that needs conversion/compression it will likely be too large to travel via e-mail. In that case you can submit video via CD/DVD or direct FTP.

Videos can be sent via DVD/CD to the following address:
Key Communications Inc./Digital Editions
Attn: Kim Johnson, Web Coordinator
801 S. LaSalle St. #5
Durham, NC 27705

Or, videos can be sent directly using our FTP site:
<ftp://ftp.key-com.com>
Log-in information: User Name: guest
Password: guest

Drop video files it into the folder called **Video**. Once the video has uploaded to the FTP folder, please send an e-mail to the following addresses: kjohnson@glass.com, hbilller@glass.com providing the file name.

We look forward to working with you on this
and future video projects for the Digital Editions.