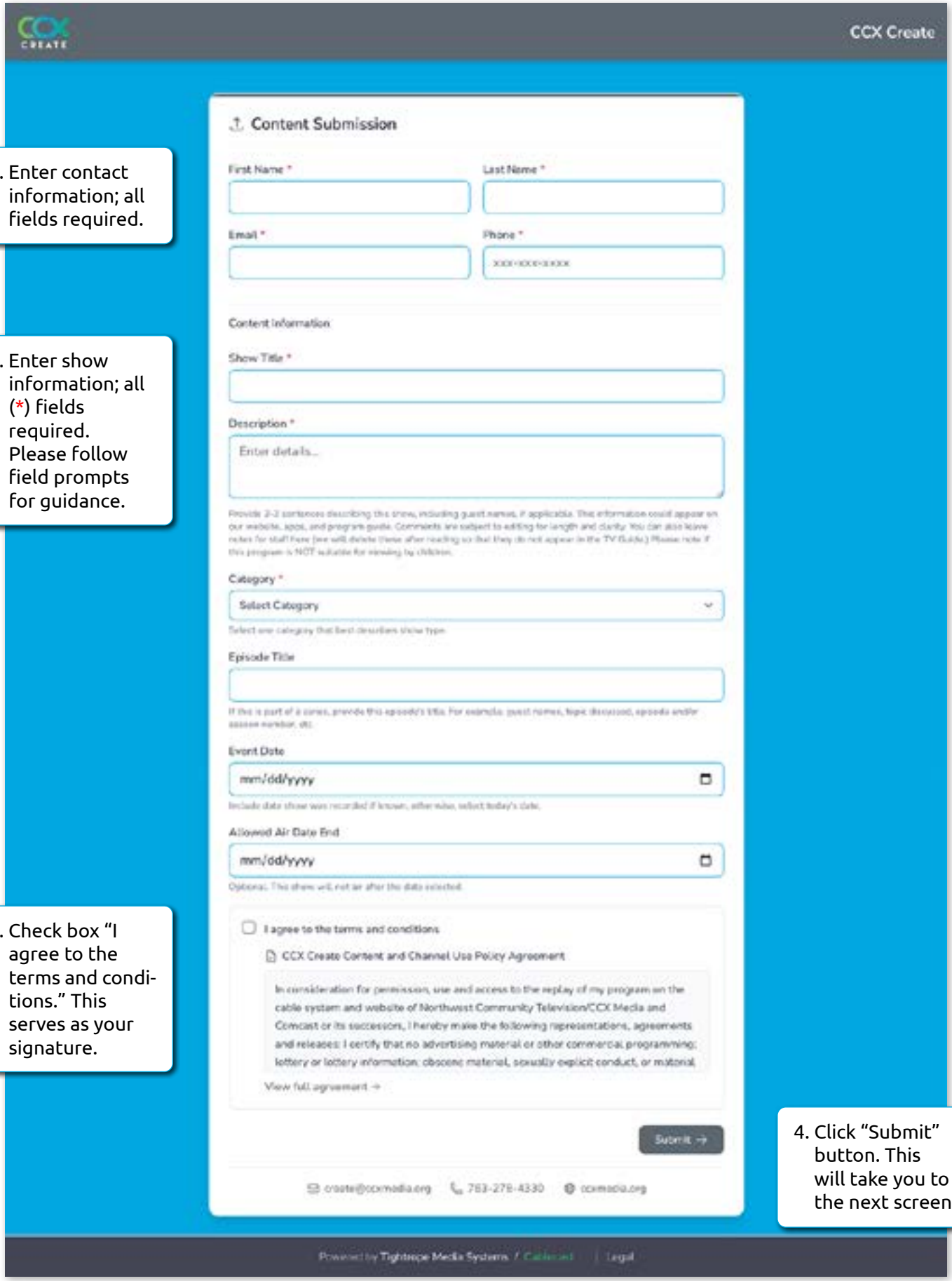
CREATE

# UPLOAD PORTAL INSTRUCTIONS

## HOW-TO GUIDE

CCX Create Upload Portal

If using a print version of the How-To Guide, visit the CCX Media website, **ccxmedia.org**. Click on **CREATE**, then **CCX Create Home**. Scroll down page to **SUBMIT A SHOW**. Upload portal link and instructions are available there.

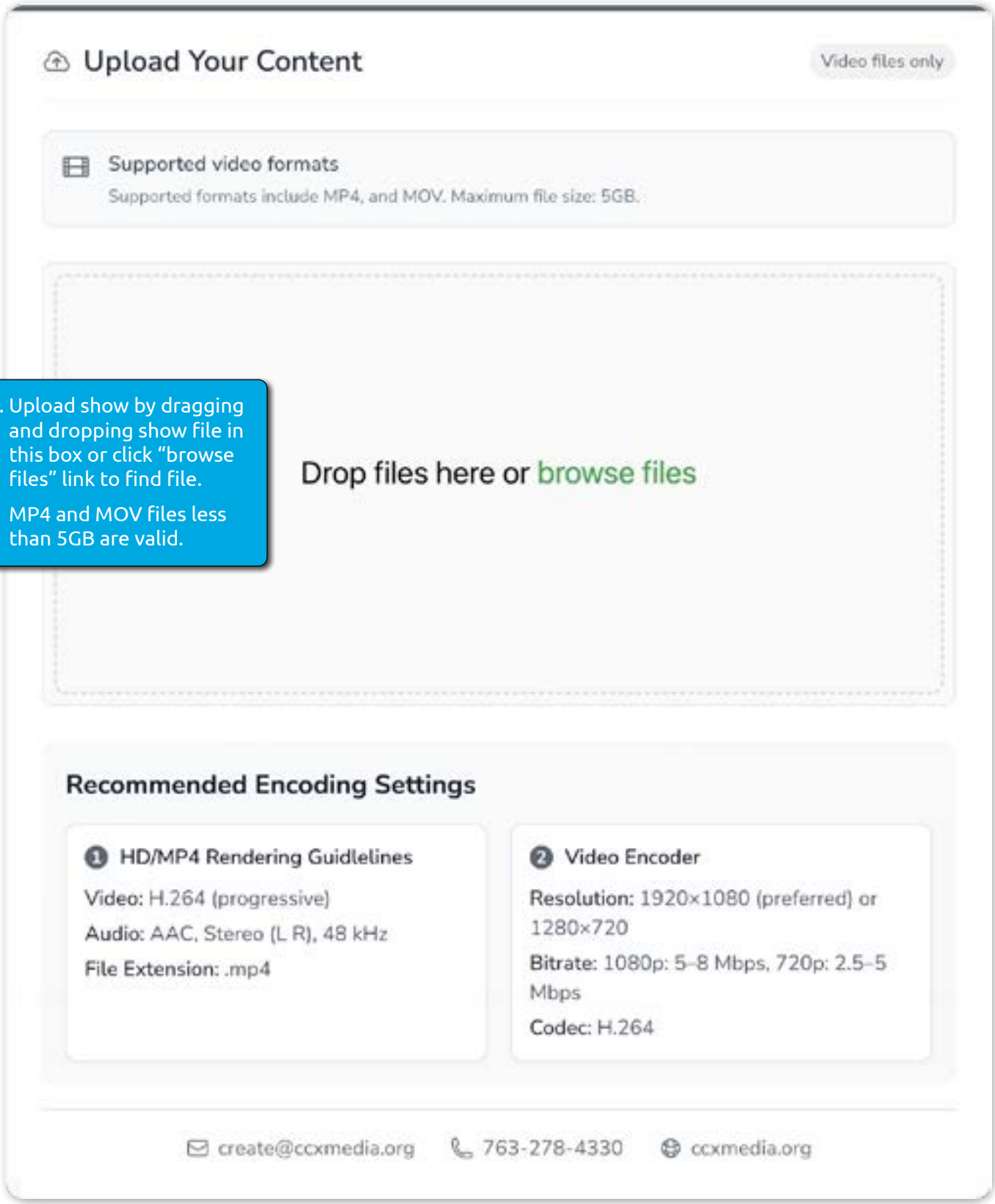
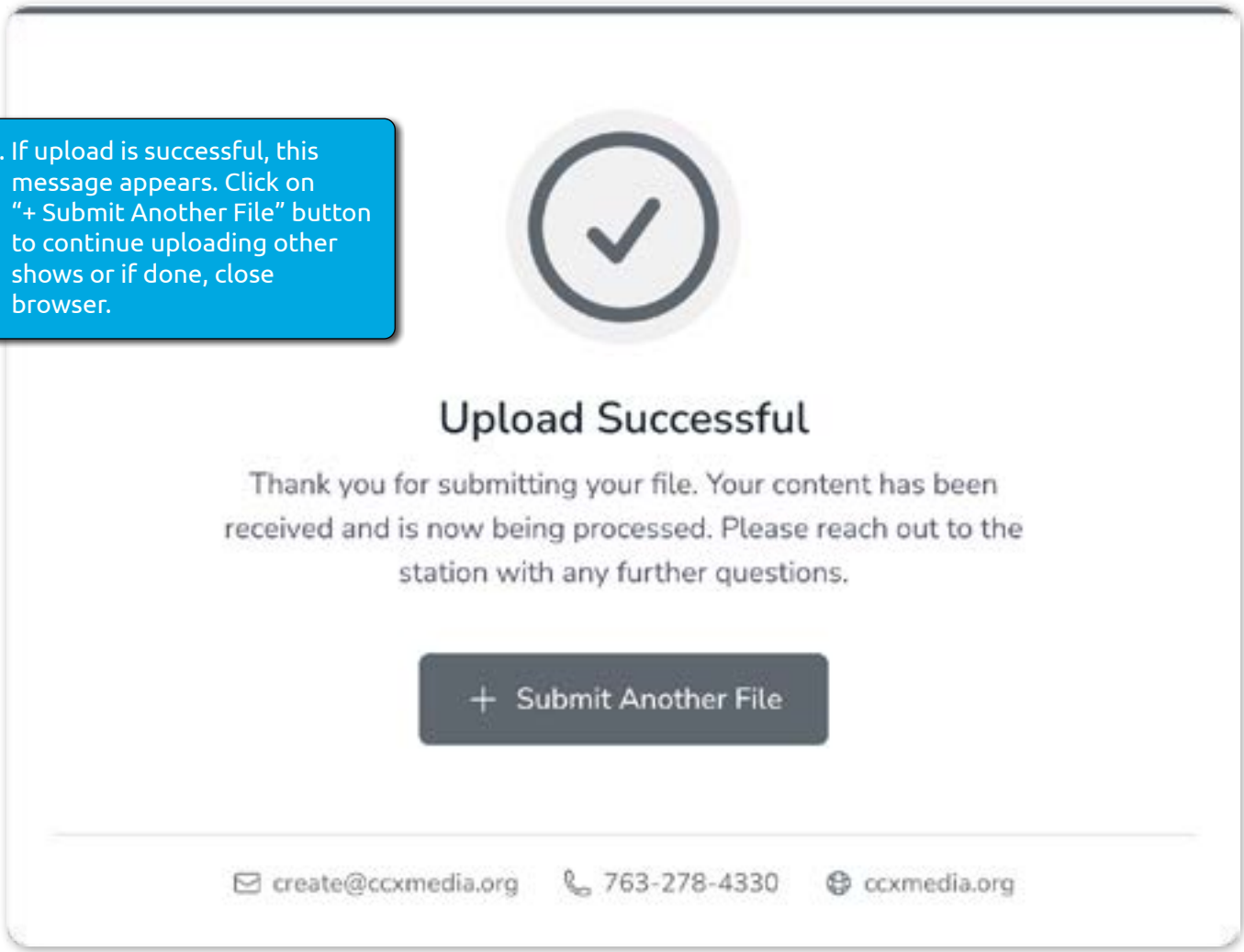



1. Enter contact information; all fields required.

2. Enter show information; all (*) fields required. Please follow field prompts for guidance.

3. Check box “I agree to the terms and conditions.” This serves as your signature.

4. Click “Submit” button. This will take you to the next screen.


Upload Your Content
Video files only
Supported video formats
Supported formats include MP4, and MOV. Maximum file size: 5GB.
5. Upload show by dragging and dropping show file in this box or click "browse files" link to find file.
MP4 and MOV files less than 5GB are valid.
Drop files here or browse files
Recommended Encoding Settings
1 HD/MP4 Rendering Guidlelines
Video: H.264 (progressive)
Audio: AAC, Stereo (L R), 48 kHz
File Extension: .mp4
2 Video Encoder
Resolution: 1920×1080 (preferred) or 1280×720
Bitrate: 1080p: 5–8 Mbps, 720p: 2.5–5 Mbps
Codec: H.264
create@ccxmedia.org
763-278-4330
ccxmedia.org

6. If upload is successful, this message appears. Click on "+ Submit Another File" button to continue uploading other shows or if done, close browser.