

eco cast *for Actors*

Revised: July 18, 2011

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Your Eco-Cast Invitation

Congratulations! You have been invited to record and send a self-taped audition. With Eco-Cast, you can now be considered for roles regardless of geographical location and/or audition time conflicts.

Eco-Cast uses a straight-forward and simple 3-step process:

- 1) Record your audition as instructed by Casting
- 2) Upload your audition to the invitation
- 3) Submit your audition to Casting

Let's begin with going over the invitation itself. After clicking the invitation in your cMail, you should see the following.

◀ Back to Inbox
Decline Invitation
Upload Media ▶

1. Review Details ▶
2. Attach Media ▶
3. Review Order ▶
4. Complete ▶

SHAWN K SUMMERER, you have been invited by Shawn Bonnett to submit an Eco-Cast audition.

An Eco-Cast invitation saves time, money, and the environment by letting you create a professional quality audition using the sides and direction provided by the Casting Director. When you have an audition you're happy with, upload the media file either to your Representative or to Casting, as directed.

Click the *Tips* and *Dos and Don'ts* buttons for PDF files with tips on video settings, file types, and creating an audition.

Eco-Cast is provided by Breakdown Services. For more information, [click here](#) to view a short video, or call us at 310-385-6920.

Help

 **Tips**

 **Dos and Don'ts'**

Eco-Cast Invitation Details

| | |
|------------------------------|--|
| Eco-Cast Title | Shawn Summerer AA request |
| Breakdown Title | |
| Casting Director | Shawn Bonnett |
| Audition Instructions | this is straight to AA account. |
| Audition Deadline | Thursday August 16, 2012 @ 4:00 PM |
| Instructional Media | No files |
| Submit to | Your audition will be sent directly to the casting director. |
| Submission Cost | FREE - You are a Showfax subscriber |

Submission Notes



Tips

Click **Tips** to access this tutorial online.



Dos and Don'ts

This link will provide some suggestions to make your self-taped audition more professional.

◀ **Back to Inbox**

Click here to return to your cMail list.

Decline Invitation

If you cannot do this audition for what ever reason, click here to decline it. Type a reason and click **Send Response**, or **Cancel** if you change your mind.

Upload Media ▶

Once you have recorded your audition click here to upload it. See page 6 for more information.

Notes from your Talent Rep

If this invitation was forwarded to you by your agent or manager, you may also have a short note from them at the top of this page. If you need to, click **Send a cMail reply to your Representative** to respond to them prior to uploading and sending your audition.

Eco-Cast Invitation Details

This red box provides you with all the specific details and instructions provided by the Casting Director.

| | |
|------------------------------|--|
| Eco-Cast Title | The title the Casting Director has put on this specific group of auditions. |
| Breakdown Title | The project title as it relates to the Breakdown on Actors Access and/or Breakdown Express. |
| Casting Director | The name of the Casting Director. |
| Audition Instructions | All the typed instructions provided by the Casting Director. Read these instructions carefully because they may give you insight as to how they want the slate done, how to read the scene, or how many takes to provide. |
| Audition Deadline | This is the date and time that the audition is due by. This is a hard cut-off and you will not be able to upload anything after that time. So try to have the audition ready early to give yourself time to get it uploaded and in case of any technical problems. |
| Instructional Media | The Casting Director may have included the sides, a sample video, pictures, or any other |

| | |
|------------------------|---|
| | media that you may need to help you audition. Just click an icon to open that item. |
| Submit to | Indicates whether the audition is going straight to Casting or to your Representative for approval first. |
| Submission Cost | Indicates whether or not you will have to pay to transmit this audition. |

Submission Notes

If there is something you need to tell the Casting Director regarding your audition or availability, enter it here and it will be sent with your audition.

Recording the Audition

This part of the process can be the most frustrating and daunting. And unfortunately, there isn't much help we can provide because of the variety of technology available.

But do not despair; the help we *can* give is in this section. You also may find it helpful to seek assistance from a friend, family member, or salesman at your local electronics store.

Doing it Yourself

If you will be recording yourself, you'll need to then import the footage from your camera into your computer. Follow these recommended settings for the most common video programs to ensure that your audition remains small while still of a sufficient quality.

For more detailed instructions on using each of these programs for video capture, export, and compression see the official documentation for that program.

| | |
|---|---|
| <p>Quicktime Pro</p>  | <ul style="list-style-type: none"> ▪ Quicktime (.mov) or Mpeg (.mpg, .mp4, .m4v) files ▪ For Video Capture: Better (H.264) quality ▪ For Video Compression: Medium-High quality ▪ 640 x 480 VGA |
|---|---|

| | |
|---|--|
| <p>Windows Movie Maker</p>  | <ul style="list-style-type: none"> Windows Media Video (.wmv) file Export presets "Video for LAN (768 kbps)" or "Video for Broadband (340 kbps)" |
| <p>iMovie</p>  | <ul style="list-style-type: none"> Quicktime (.mov) or Mpeg (.mpg, .mp4, .m4v) files Medium-High quality 640 x 480 VGA |

Also remember to read our "Dos and Don'ts" (pg 2) to make sure that your self-taped audition looks the best.

Hiring Someone Else

In most cities across the country you can find companies who will record your audition for a fee. Be aware that there are also companies out there that are trying to take advantage of actors like yourself, so be prudent with whom you hire.

Hiring Breakdown Services

We offer a service where we will record your audition, whether it's through Eco-Cast or not.

If you live in the Los Angeles area you can call 310-276-9166 and ask for the video department to schedule an appointment and for current pricing.

If you live in the New York area, you can call 212-869-2003 for guidance on recording services in your area.

Sending the Audition

"Attach Media"

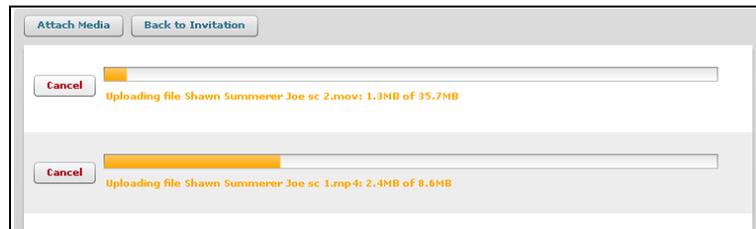
Once you have recorded your audition and gotten it on your computer then you are ready to upload and send it.



Click **Upload Media** to go to the upload tool.



Click **Attach Media** to select your audition from wherever you have it saved on your computer. It will immediately start uploading. Click **Cancel** if you attached the wrong file to stop the upload.

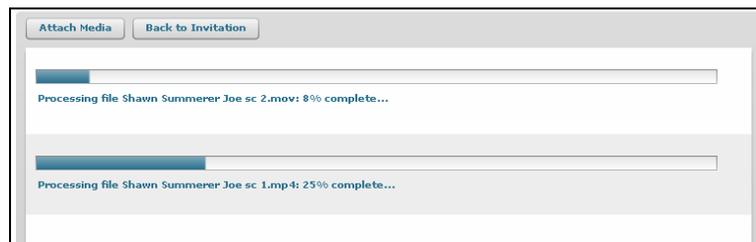


Accepted file types are:

- .mov
- .wmv
- .avi
- .mp3
- .mod
- .mp4
- .m4v
- .flv
- .mpg

You can upload up to 5 files per audition and feel free to attach multiple files at once. Each file can be as large as 500 mb in size, but be aware that larger files will take longer to upload.

Once fully uploaded, the progress bar will turn blue and the file will begin processing.

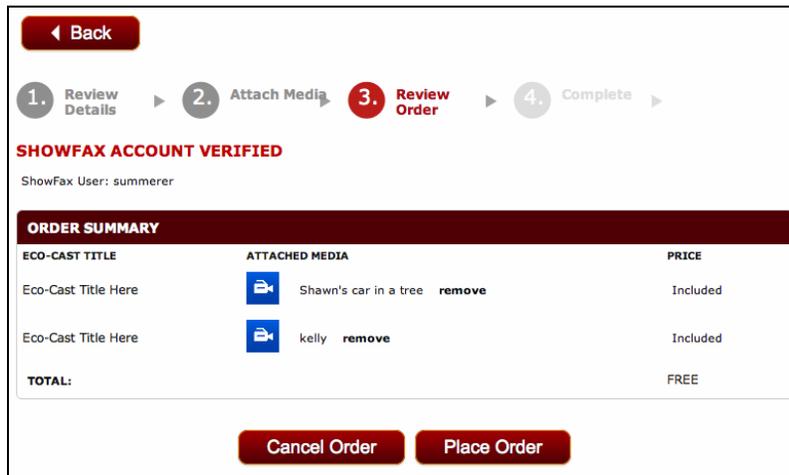


If you have any problems with this step, please contact Actors Access for assistance (pg 8).

Once all files have been processed, in the window that appears, click **Attach More Media** to attach more files or **Next** to move on to the next step.

“Review Order”

The next page will show you the summary of what you are sending.



Remove

If you decide that you don't need one or more of the files, simply click **remove**.

Payment

If you are a Showfax subscriber or this Eco-Cast is sponsored by the studio or network, there is no charge to submit your audition. Otherwise, you will need to enter payment information.

And if your files are being sent to your Representative for review, you will not be charged until your audition is approved and sent to Casting.



To send your audition, simply click **Place Order**.

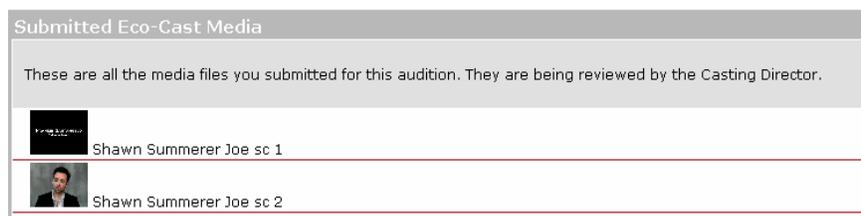
Note: Once you submit you will not be able to submit on this invitation again, so make sure you're sending all your media at one time.



Click **Cancel Order** to return to the previous step and upload more files.

Confirmation

The last screen will display your confirmation number to let you know that the submission has been sent. Just click **Continue** to return to your cMail page.



Submitted Eco-Cast Media

Back on the first screen of the invitation there will now be a new box titled "Submitted Eco-Cast Media" where you can review the files you sent by clicking the thumbnails. If your audition is in this box, rest assured that it has been sent to Casting.

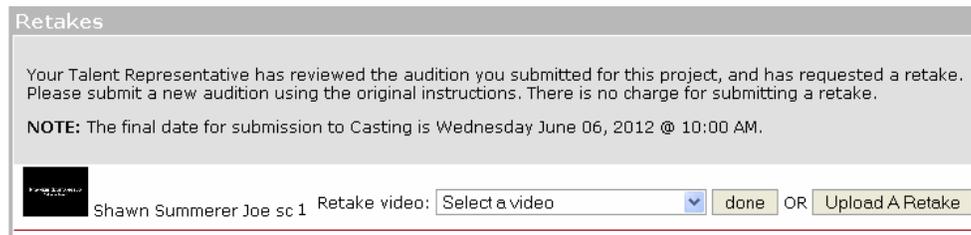
Pending Eco-Cast Media

If you are waiting for approval from your Representative, the auditions will be under the heading "Pending Eco-Cast Media".

Re-Takes

If your Talent Representative is reviewing your audition before sending it on to Casting, it's possible they may request a re-take. If they do, you will receive a cMail notifying you of that.

Simply click that cMail or return to the invitation and look for a note from your Representative giving you further direction. Then, below the red "Eco-Cast Invitation Details" box, find the box labeled "Retakes".



Upload A Retake

Click **Upload A Retake** to return to the upload tool and upload your new take (pg. 5).

Select a video

Once you have uploaded it, select the retake from the drop-down menu and click **done**. That new take will now be returned to your Representative.

This process can be repeated as long as is necessary. But once your Representative approves the audition and sends it to Casting you will be unable to upload or submit anything further to this invitation.

Contact Us

Need Help?

If you run into any problems or have any questions, please call Actors Access at our Los Angeles office at 310-385-6920. People are on hand to assist you Monday-Friday 7 A.M.-7 P.M. PST.

After hours and on weekends, you can also get assistance via info@actorsaccess.com.