



Pix Dailies, Cuts & Locked Cut Review Information (Updated on Jan. 4, 2021)

PIX is a tool used to **securely share dailies & cuts**. It is the **only platform approved by Netflix**. Your **Netflix Post Production contact** will connect you with a **PIX representative** to create accounts for your show and crew.

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PIX GENERAL INFORMATION

- A. **PIX Production Onboarding Information:** This document includes detailed information from PIX regarding roles, groups, access and Pix Support.

B. File Specifications

RESOLUTION	1920 x 1080
CODEC	H.264 Must be tagged H264, AVC tagged not accepted. *Note: Telestream Vantage creates AVC tagged with H264 settings which is not supported across both systems.*
WRAPPER	QuickTime .mov file type
AUDIO	Low Complexity/"LC" AAC or MPEG-4 audio compression. Bitrate: Keep under 160 kbps. Tracks: Stereo or Mixed Mono
DATA RATE	Below are recommended bit rates: DAILIES: Restrict to 4000 kbps CUTS: Restrict to 10,000 kbps

C. Watermark Specifications

1. All watermarks should have an opacity set to **50%**.
2. All material sent via PIX must have a **GENERIC SPOILER** on the image containing "**Property of Netflix - DATE [YYYY/MM/DD]**" information in the top center for DAILIES and CUTS.
3. Following watermark are for **CUTS** only:
 - a. **TIMECODE** upper right corner.
 - b. **VFX Notes** in the upper left corner.
 1. If applicable, starting with Netflix Cut 2, any **VFX shots should be watermarked** with the following VFX information:
 - a. VFX Shot Number - Check our "VFX Shot Naming Recommendations" article [here](#).
 - b. Brief description of effects needed.
 - c. **DIALOGUE Notes** in the bottom center.
 1. Only if you have specific dialogue notes, i.e., scratch ADR, dialogue changes, etc.
 - d. **MUSIC Notes** in the lower right corner.
4. For examples, please continue to the next page.

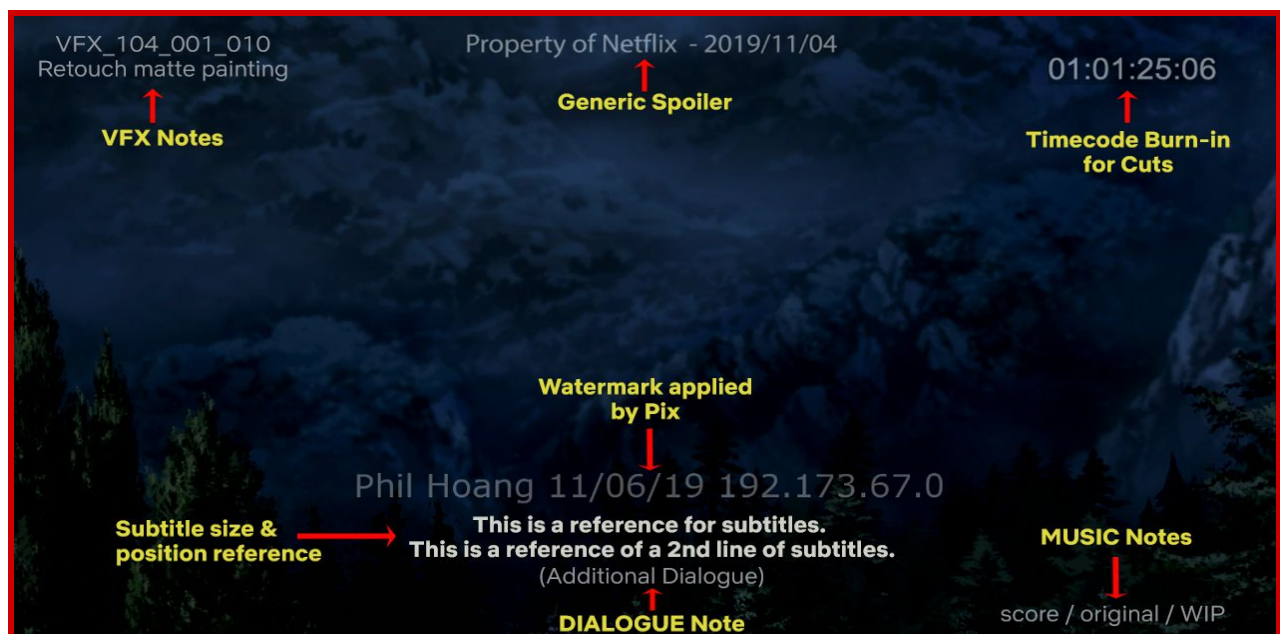
C. Watermark Specifications (Cont'd)

4. Examples:

a. Dailies Watermark



b. Cuts Watermark



* NOTE: NLE EDITORIAL MEDIA should only contain the burned in metadata agreed upon by the production - it shouldn't have the GENERIC SPOILER.**

II. DAILIES

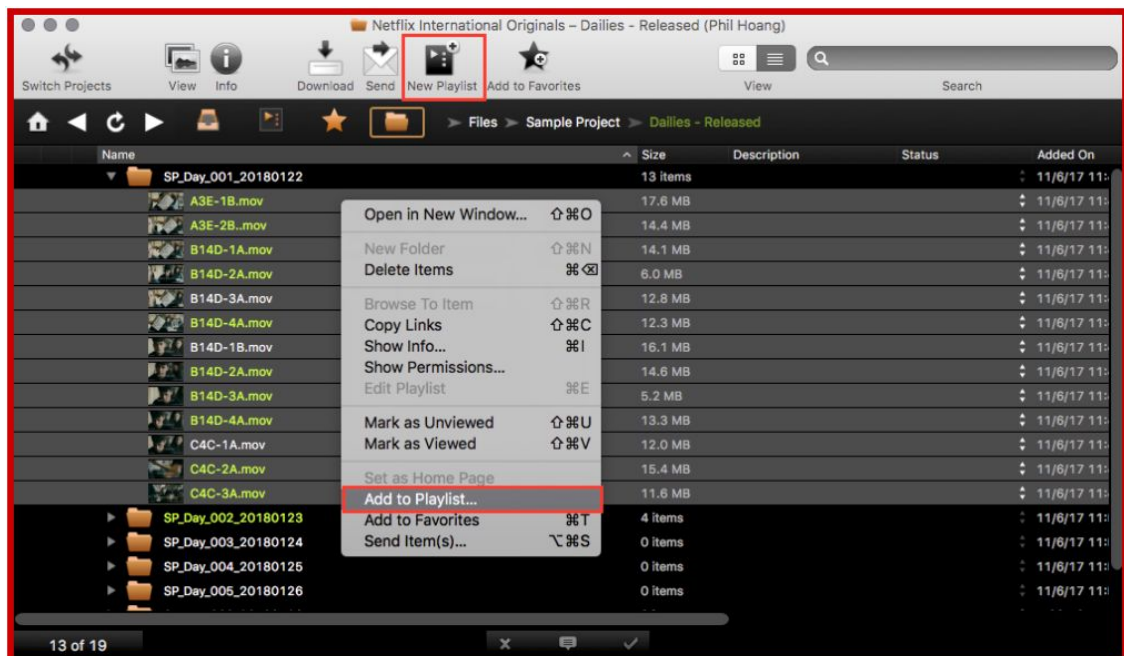
A. Dailies Folder & File Naming Specifications

1. Create a FOLDER within the “Dailies - Released” Folder.
2. Organize clips in folders by Shoot Day and Date, using the following naming structure:
 - a. One (1) folder for each Shoot Day: **ShowCode_DAY_[XXX]_[yyyymmdd]**
 - i. I.e. ,Show Code is SP, folder would be named SP_DAY_001_20180122, SP_Day_002_20180123, etc.
 - ii. Your show code should be the 3-5 letter code given to you by your Production/Netflix.
3. In the Shoot Day’s Folder, please include a **LEADER** clip formatted as follows (timecode for reference)
00:00:00:00 SMPTE Bars & Tone
00:00:05:00 Frame and Focus Leader.
4. Clips for all takes shot that day:
 - a. **[Episode Number]-[Scene Letter][Scene Number][Setup Letter]-[Take Number][Camera Letter].mov**
 - i. i.e. 101-A3E-1B.mov, 101-A3E-2B.mov, etc.
 - b. For Features, don’t include Episode Number.

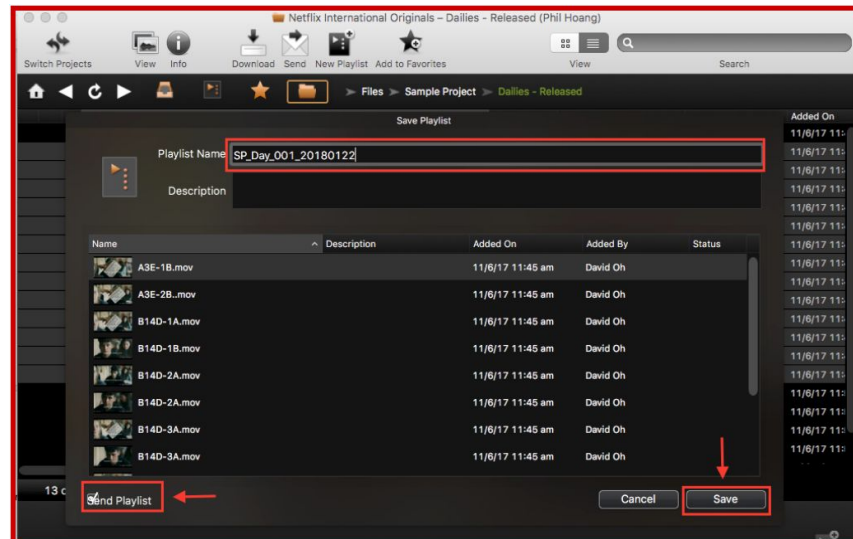
B. Sending Dailies to Netflix

1. **Select** the Dailies you want to send to Netflix.
2. Then click on the “**ADD TO PLAYLIST**” button at the top, **or** you can also choose that option by right-clicking on the selected clips.

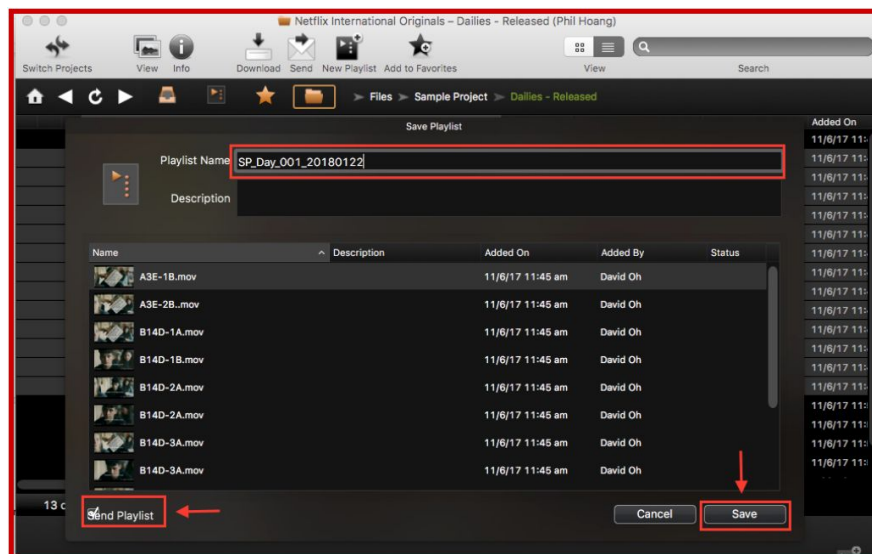
The screenshots below are from PIX 2 (aka PIX Classic) - if they don't match the version of pix you are using, you can change that on “WINDOW > TOGGLE TO OTHER PIX APP”



3. A new window will appear asking you to either add to an existing playlist or create a new one. Create one and label it with the **same name** as the DAILIES FOLDER, i.e. "SP_Day_001_20180122"



4. Once your Playlist has been created, click on "**Share Playlist**". (If you're not ready to share your playlist yet, you can dismiss this prompt and access it later in the Playlist window.
5. Once you click on "**Share Playlist**", another window will appear. In the "**To:**" box, type in "**Dailies - Netflix**" to send to the appropriate Netflix Pix users, type in "**Dailies - Production**" to appropriate Production users on your team.
 - A. Make sure "**Show Recipient List**" and "**Send Alerts**" are selected.
6. Click on **Send** or **Share** button



C. Sensitive Material Dailies

1. For any Dailies with sensitive material, i.e. nudity, please discuss with your Netflix Post Management contact.

III. CUTS

A. Specifications for Head Build & Tail Build

BURN-INS	Please refer to WATERMARK SPECIFICATIONS section above.
HEAD BUILD (CUTS ONLY)	00:59:50:00 Slate as below 00:59:55:00 Black 00:59:58:00 2-Pop Image with 1 Frame Beep 01:00:00:00 1 second of show black and silence 01:00:01:00 Start of Program (Do NOT include the Netflix Ident)
TAIL BUILD	After the end credits, add 1 second of show black and silence

B. Slate Specifications

TITLE	Project Title (i.e. STRANGER THINGS, DARK, KINGDOM, etc.)
EPISODE # CUT TYPE	Episode number (if applicable) and Cut number/type (i.e. NFLX CUT2, ANIMATIC CUT, LOCKED CUT, MUSIC CUT, etc.)
DATE	Date of file output using 'yyyy/mm/dd" format (2018/01/15)
TRT	Total Run Time
NOTES	Add any pertinent notes about file version being delivered (i.e. Non-final Audio, temp titles, etc.)



C. Sending Cuts to Netflix

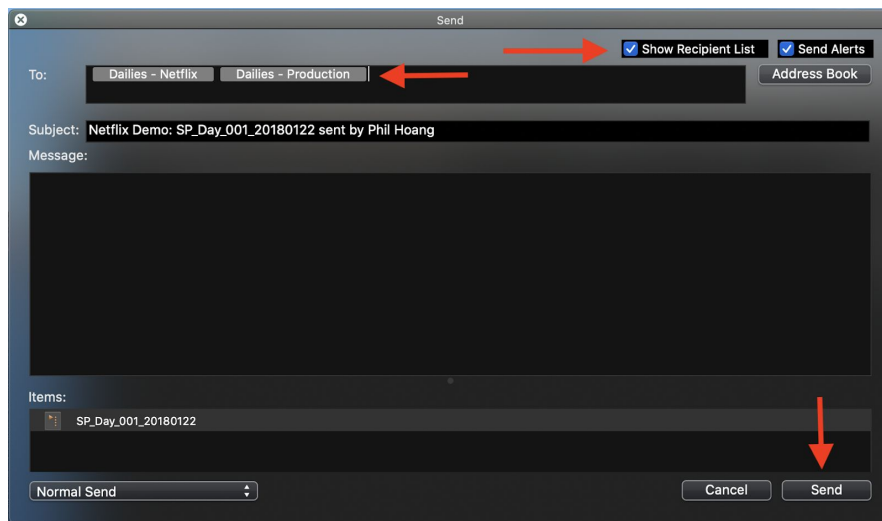
Please note all cuts must be sent via Pix **PLAYLIST - one cut at a time.**

1. Upload cuts in the “**CUTS**” folder.
2. If applicable, Pix will include subfolders for each episode within the CUTS folder..
3. Label the cut **ShowCode_[episode #]_NFLXCUT[X]_[yyyymmdd]**.
 - a. Episode # only applies to series. *If you’re working on a feature, please omit Episode #.*
4. Examples:

CUT TYPE	NAMING CONVENTION EXAMPLES
Netflix Cuts (Series)	ShowCode_[episode#]_NFLXCUT1_[yyyymmdd] ShowCode_[episode#]_NFLXCUT2_[yyyymmdd]...
Netflix Cuts (Features)	ShowCode_NFLXCUT1_F&F_[yyyymmdd] ShowCode_NFLXCUT1_Director’s-Cut_[yyyymmdd]...
Locked Cuts	ShowCode_[episode#]_LOCKED_[yyyymmdd] ShowCode_[episode#]_LOCKED2_[yyyymmdd]... (if applicable) (ONLY TYPE OF CUT UPLOADED TO CONTENT HUB)
Locked Cuts with ENGLISH Subs	ShowCode_[episode#]_LOCKED_[yyyymmdd]_ENG (ONLY TYPE OF CUT UPLOADED TO CONTENT HUB)
TEMP DMEs	ShowCode_[episode#]_LOCKED_DX_[yyyymmdd] (Dialogue) ShowCode_[episode#]_LOCKED_MX_[yyyymmdd] (Music) ShowCode_[episode#]_LOCKED_FX_[yyyymmdd] (Effects) (ONLY UPLOADED TO CONTENT HUB WITH LOCKED CUT)
Music Cuts	ShowCode_[episode#]_MUSICCUT1_[yyyymmdd]
Scene (if applicable)	ShowCode_[episode#]_SC002_[yyyymmdd] ShowCode_[episode#]_SC013_[yyyymmdd]
Assembly (if applicable)	ShowCode_[episode#]_ASSEMBLY_[yyyymmdd]
Alternative Cuts (if applicable)	ShowCode_[episode#]_NFLXCUT1_ALT_[yyyymmdd]

C. Sending Cuts to Netflix (Cont'd)

5. Right-click on the cut and select “**ADD TO PLAYLIST**” and create a new playlist only for that cut, following the same process as with Dailies.
6. Label your playlist with the same name as the CUT, i.e. “SP_101_NFLXCUT1_20171106”.
7. Once the playlist is created, you can either share directly from the prompt or navigate to “**My Playlists**”, find your playlist and click on the **SEND** or **SHARE** button (or right-click and select “Share”)
8. A new window will appear. In the “**To:**” box, type in “**Cuts - Netflix**”.
 - a. Make sure “**Show Recipient List**” and “**Send Alerts**” are selected.
9. Then click **SEND** or **SHARE**.



For any questions, please contact your primary Netflix Post Production contact. We are more than happy to guide you through the process. Thank You!

IV. LOCKED CUTS

A. Locked Cut Assets

These are the items that need to be delivered once an **EPISODE/ FEATURE** is **approved** as **LOCKED**:

A. Locked Cut video file: Upload to **PIX** and **Content Hub**.

- a. Use **PIX specs** for both uploads.
- b. Filename of locked cuts: ShowCode_[episode #]_LOCKED_[yyyymmdd].mov
 - i. Example: SP_101_LOCKED_20171120.mov
 - ii. If delivering a **revised** locked cut, add **version number** after to LOCKED, i.e. LOCKED2, LOCKED3, etc. Don't forget to fill out the CHANGE LIST.
 1. Example: SP_101_LOCKED2_20171120.mov
 - iii. If delivering with **English Subtitles**, add **ENG** at the end of filename.
 1. Example: SP_101_LOCKED_20171120_ENG.mov

B. Pre-Final Stereo 2.0 DME Splits: Upload to Content Hub.

- a. These are 2.0 stereo Dialogue, Music and Effects (DME) splits exported from your offline editing program (AVID, Premiere, or Final Cut) that come from the Locked cut. (This will be shared with our Marketing team to help with trailers/teasers.)
- b. File naming for the audio splits
 - i. **Dialogue**: ShowCode_[episode #]_LOCKED_DX_[yyyymmdd].wav
 1. Example: SP_101_LOCKED_DX_20171120.wav
 - ii. **Music**: ShowCode_[episode #]_LOCKED_MX_[yyyymmdd].wav
 1. Example: SP_101_LOCKED_MX_20171120.wav c.
 - iii. **Effects**: ShowCode_[episode #]_LOCKED_FX_[yyyymmdd].wav
 1. Example: SP_101_LOCKED_FX_20171120.wav

C. English Subtitle Files (If Locked Cuts have English subtitles): Upload to **Content Hub**.

- a. File Types Accepted: **TXT, XML, DFXP, SRT, CVS, or EXCEL files** (We do Not accept STL files)

D. English Sub Locked Cut: [Original Filename]_ENG_[English Sub Version #].mov

- a. example: SP_101_LOCKED_20171120_ENG_v1.txt
- b. example: SP_101_LOCKED2_20171120_ENG_v2.txt

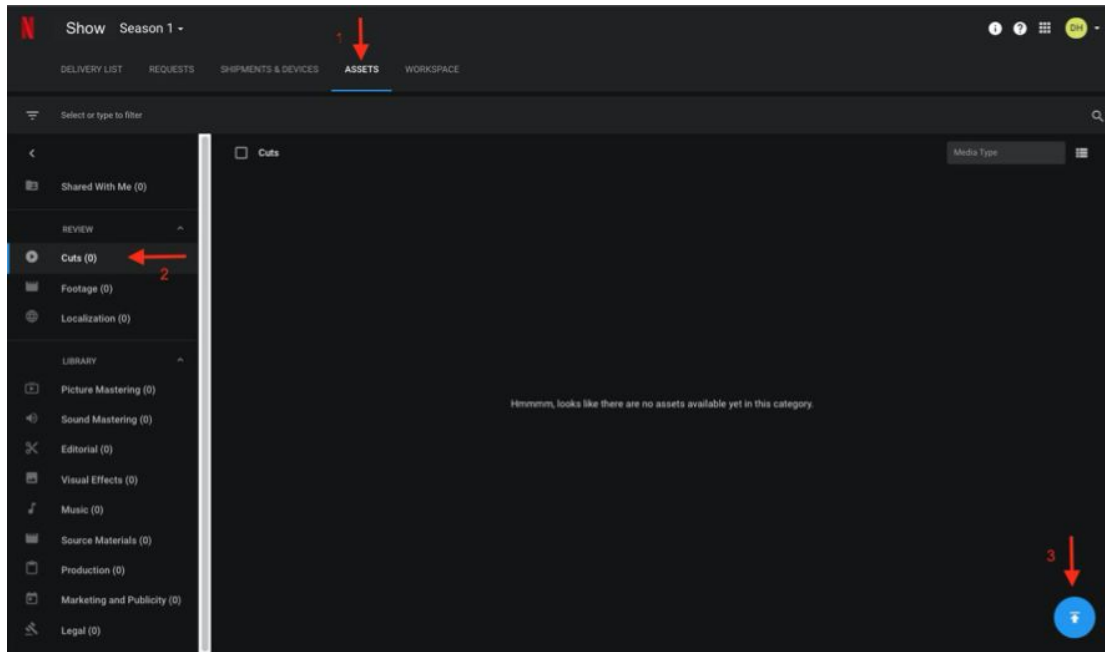
E. Change List (if applicable)

- a. Please track any **CHANGES** from the **LOCKED CUT** to **IMF** Delivery that affect either **(1)** time-code, or **(2)** dialogue and/or on-screen text..
- b. Please have the **final** Change List **delivered** as soon as possible, the latest within 48 hours after **each episode Lock or IMF Delivery**.
- c. The Change List template for your show should be available in your show's Prodicle Folder. If it isn't, please contact your Netflix Post Management Team for it.

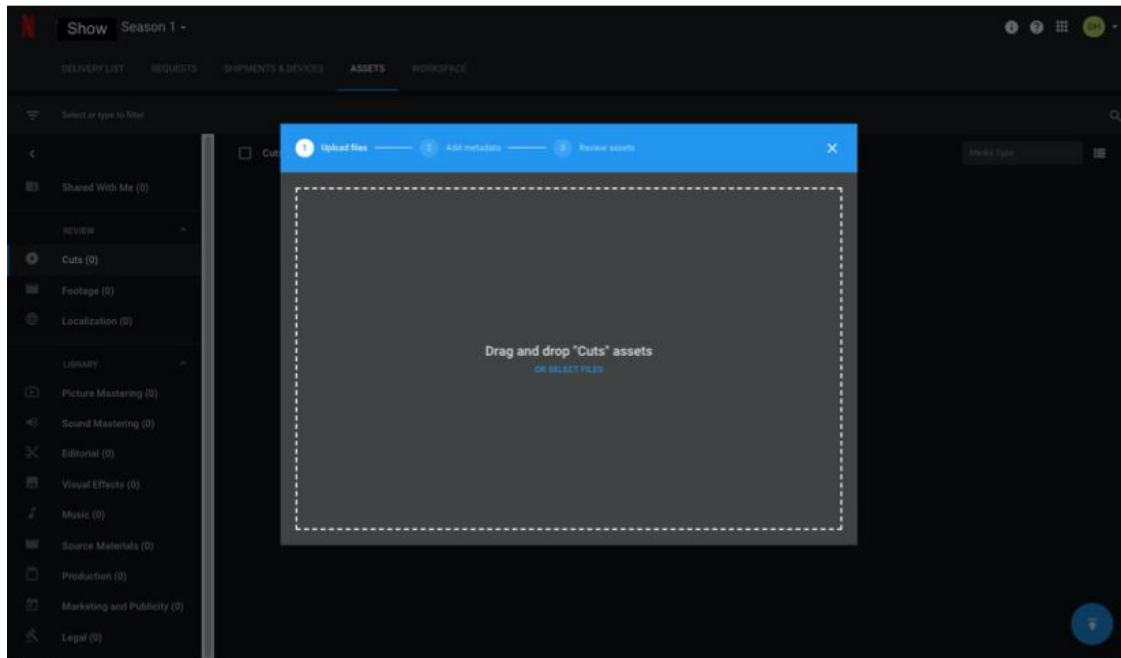
B. How to deliver files to Content Hub

1. LOCKED CUTS and PRE-FINAL DME SPLITS to Content Hub:

- Go to **ASSETS** tab.
- Click on the **CUTS** section.
- Click on the blue **UPLOAD** button on the bottom right corner.



- The **Upload Files** window will appear where you can **DRAG and DROP** or **SELECT FILES** to upload.
- Upload the **VIDEO** file and the **DIALOGUE** split, **MUSIC** split, and **EFFECT** split all at the same time.



- f. The “Add Metadata” window will appear. Please tag the following:
- Cut type: select **Locked Cut**.
 - Episode: select **Episode Number**. (For Features, select “Reels”)
 - File Type:
 - Select **Proxy** for the Locked Cut video file.
 - Select **Temporary Audio** for the **pre-final DME Splits** audio files.
 - Click the **NEXT** button in the **bottom right corner**.

The screenshot shows the 'Add metadata' window with a progress bar at the top indicating 'Uploading 4 files into Cuts'. Below this, there is a table with columns 'File name' and 'Required Metadata'. The table lists four files: SP_101_LOCKED2_20171120.mov, SP_101_LOCKED2_DX_20171120.wav, SP_101_LOCKED2_FX_20171120.wav, and SP_101_LOCKED2_MX_20171120.wav. For each file, there are three dropdown menus for 'Required Metadata'. The first file has 'Locked Cut', 'Episode 1', and 'Proxy' selected. The other three files have 'Locked Cut', 'Episode 1', and 'Temporary Audio' selected. At the bottom right, there are 'BACK' and 'NEXT' buttons.

File name	Required Metadata
<input type="checkbox"/> SP_101_LOCKED2_20171120.mov	Locked Cut Episode 1 Proxy
<input checked="" type="checkbox"/> SP_101_LOCKED2_DX_20171120.wav	Locked Cut Episode 1 Temporary Audio
<input checked="" type="checkbox"/> SP_101_LOCKED2_FX_20171120.wav	Locked Cut Episode 1 Temporary Audio
<input checked="" type="checkbox"/> SP_101_LOCKED2_MX_20171120.wav	Locked Cut Episode 1 Temporary Audio

- g. The “Review assets” window will appear. In the Note section, type the **LOCKED CUT FILENAME with pre-final DME, and any additional notes** (see below). Then click the **UPLOAD** button in the bottom right corner.

The screenshot shows the 'Review assets' window. At the top, there is a progress bar with three steps: 'Upload files', 'Add metadata', and 'Review assets'. Below this, there is a section titled 'Episode 1, Locked Cut (4 files)' with a 'Version' dropdown menu. Underneath, there is a table with two columns: 'Proxy' and 'Temporary Audio'. The 'Proxy' column lists 'SP_101_LOCKED2_20171120.mov'. The 'Temporary Audio' column lists 'SP_101_LOCKED2_DX_20171120.wav', 'SP_101_LOCKED2_FX_20171120.wav', and 'SP_101_LOCKED2_MX_20171120.wav'. Below the table, there is a text area with the note: 'SP_101_LOCKED2_20171120.mov with pre-final DME. Music is temp,ADR may be added later.' At the bottom right, there are 'BACK' and 'UPLOAD' buttons.

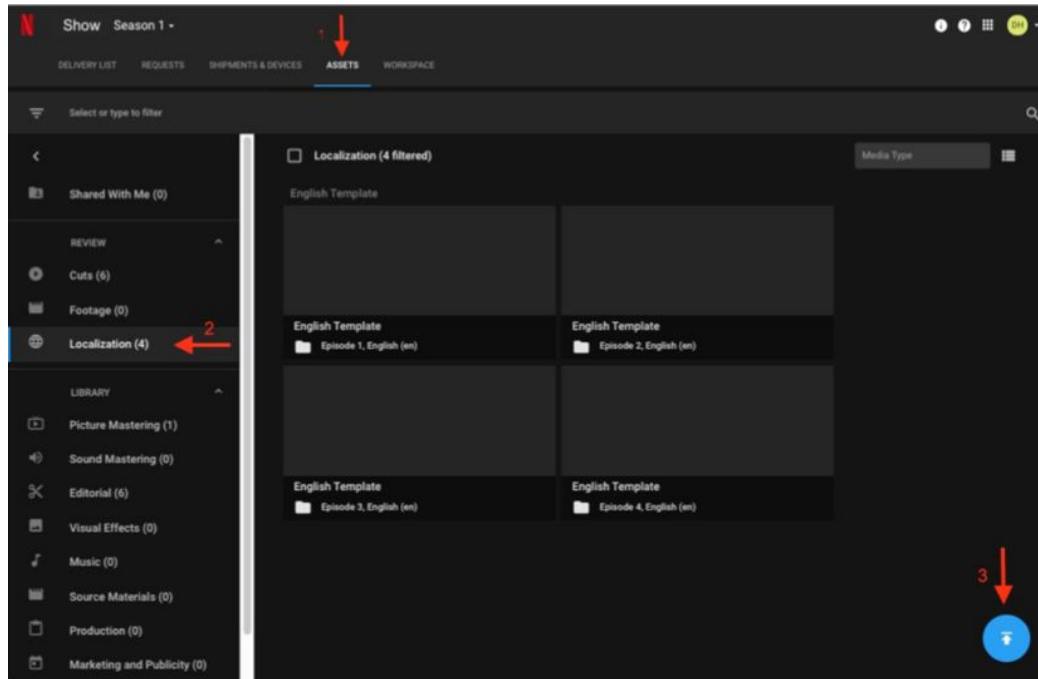
Proxy	Temporary Audio
SP_101_LOCKED2_20171120.mov	SP_101_LOCKED2_DX_20171120.wav SP_101_LOCKED2_FX_20171120.wav SP_101_LOCKED2_MX_20171120.wav

For upload confirmation, follow Aspera’s window. When the assets are up, it should say be marked as “Done”.

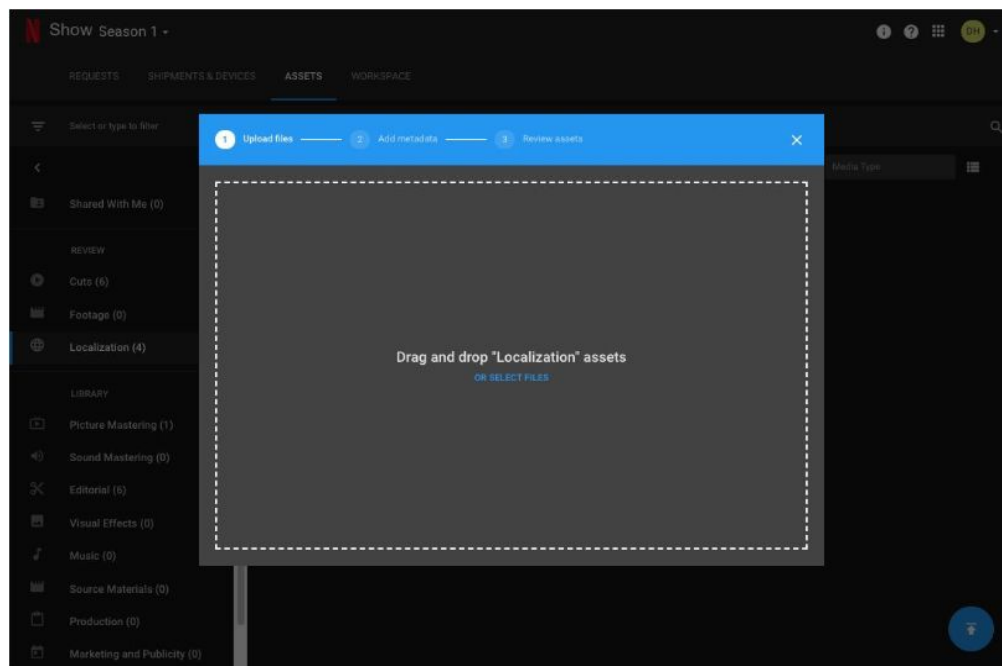
2. ENGLISH SUBTITLE FILE to Content Hub

File Types Accepted: **TXT, XML, DFXP, SRT, CVS, or EXCEL** (We do Not accept STL files):

- Go to **ASSETS** tab.
- Click on the **LOCALIZATION** section.
- Click on the blue **UPLOAD** button on the bottom right corner.



- The **Upload Files** window will appear where you can **DRAG and DROP** or **SELECT FILES** to upload.



- e. The **Add Metadata** window will appear. Please tag the following:
- Media type: select **Localization Notes**.
 - Episode: if it's a series, select Episode number.
 - Language: select **English (en)**.
 - Click the **NEXT** button in the bottom right corner.

The screenshot shows the 'Add metadata' window, which is the second step in a three-step process (1. Upload files, 2. Add metadata, 3. Review assets). The window title is 'Uploading 1 files into Localization'. It features a table with two columns: 'File name' and 'Required Metadata'. The first row shows a file named 'SP_101_LOCKED2_20171120_ENG_v1.txt' with three metadata fields: 'Localization Notes', 'Episode 1', and 'English (en)'. At the bottom right, there are 'BACK' and 'NEXT' buttons.

File name	Required Metadata
SP_101_LOCKED2_20171120_ENG_v1.txt	Localization Notes Episode 1 English (en)

- f. The **Review Assets** window will appear.
- In the **Note** section, type the **FILENAME** (see below). Then click the **Upload** button.

The screenshot shows the 'Review assets' window, the third step in the process. It displays a list of assets under the heading 'Localization Notes, English (en) (1 file)'. The asset is 'SP_101_LOCKED2_20171120_ENG_v1.txt'. Below the asset name, there is a text input field containing the same filename. At the bottom right, there are 'BACK' and 'UPLOAD' buttons.

Version
SP_101_LOCKED2_20171120_ENG_v1.txt

V. OTHER DOCUMENTATION

A. Change List (If Applicable)

Please track any **CHANGES** from the **LOCKED CUT** to **IMF Delivery** that affect either **(1)** time-code, or **(2)** dialogue and/or on-screen text (either burned-in or principal photography).

The change list spreadsheet lives in the show's Prodicle Google Drive.

ORIGINAL TC IN	ORIGINAL TC OUT	BRIEF DESCRIPTION OF CHANGE	NEW TC IN	NEW TC OUT	TEXT DIFFERENCE	DIALOGS ADDED OR CHANGED (If yes, explain)	ON SCREEN TEXT AFFECTED (If yes, explain)	MUSIC AFFECTED (If yes, explain)	ADDITIONAL COMMENTS
00:19:35:00	00:19:35:00	Revised scenes to improve story continuation	00:15:21:00	00:18:58:00	-00:00:25:00	This scene was replaced and will no longer contain any text and is now an interview between producer and baby.	Removal of courtroom scene removed on screen text of courtroom documentation originally added at this timecode.	Added music score to this new scene	Creative decision to remove courtroom reconstruction with interview scene with baby.

Please have the Change List **delivered** within 48 hours after **each additional episode Lock or IMF Delivery**. If you have any questions regarding how to fill out the Change List, please reach out to your Netflix Post Coordinator.

B. Forced Narrative List (If Applicable)

Instructions

If applicable, please fill out the Forced Narrative template provided to you by your Post Manager to note any forced narratives required for viewing. To understand what a force narrative is please read and review use cases # 1,3,4 in our article ["Understanding Forced Narrative Subtitles."](#) If you have a use case that is not called out in our help article, please contact your Post Title Operations Project Manager and/or Post Coordinator.

We will use this template when creating forced narrative subtitles, as well as reference on-screen graphics for translation in our subs and dubs.

For burned in subtitles specifically: Your locked cuts should include any forced narrative subtitles burned in for reference, as well as filling out this template. Your final IMF deliveries should not include "burned in subtitles" as we will create them based on the locked cut reference and this list.

TC start	TC end	Duration	Character	Text (Original Language)	Original Language	Text Details	Force Narrative Subtitles	Type	Notes
01:01:23:12	01:01:28:12	5sec		Mexico City		LOCATION ID FOREIGN DIALOGUE/ID	Ciudad de México	STILL GRAPHIC	
01:08:32:17	01:08:35:21	3sec	Nina	I'm sick of his jokes.	English		Estoy harta de sus bromas.	REGULAR FOOTAGE	Phone call conversation

CHANGE LOG

Jan. 4, 2021

- Change Data Rate restriction for CUTS from 6,000 kbps to 10,000 kbps. This will improve quality of the video file.

Oct. 30, 2020

- Replaced naming convention typo for sound effect stem from SX to FX.

Oct. 6, 2020

- Added Locked Cut guidelines.
- Added some more info on VFX burn-ins.
- Added a naming convention chart for types of cuts/assets.
- Made the document more inclusive of Features.
- Made a Specific Change List section with a brief description.
- Made a Specific Forced Narrative List section with a brief description.
- Updated PIX Screenshots to New PIX and reworded some instructions.

Mar. 30, 2020

- Added **Change Log** to track changes regarding this document from version to version.
- Added additional **Watermark** specifications:
 - Dailies Watermarks: Netflix Generic Spoiler
 - Cuts Watermarks: VFX Notes, Dialogue Notes & Music Notes.
- Added instructions to make sure **“Show Recipient List”** and **“Send Alerts”** are selected before sending Dailies and/or Cuts.
- Added note to discuss with your respective Netflix Post Management regarding any **Sensitive Dailies**.