

# MSU VIDEO WALL

The MSU video wall is a campus service for promoting Clubs, Organizations, Teams, Departments, and Events. The wall is divided into four zones:

1. **MSU Carousel**- An extension of the existing MSU Carousel Signage system, focusing on events happening in the MSU
2. **KUTV**- A 24/7 feed of Kutztown's own broadcast channel.
3. **Around Campus Bulletin Board**- Still images advertising events and groups all across campus
4. **Video**- Short movies advertising campus groups and events.

## How to Submit

**MSU Carousel**- The MSU Carousel system is a digital bulletin board, allowing, students, staff, and faculty to promote Clubs, Organizations, Teams, Departments, and Events. Forms for creating a Carousel account can be obtained in the MSU Operations office (MSU 274) or on the web. Account holders can then create content to be placed on the video wall, or any of the other 4 screens in the MSU.

**Around Campus Bulletin Board**- Files can be emailed to [LOXLEY@KUTZTOWN.EDU](mailto:LOXLEY@KUTZTOWN.EDU). Files can be uploaded to the MSU Videos folder, on The X drive (X:\Temp\MSU videos) by advisors, faculty, or staff. Files can also be placed on a flash drive and delivered to the MSU Operations Office (MSU 274).

**Video**- Files can be uploaded to the MSU Videos folder, on The X drive (X:\Temp\MSU videos) by advisors, faculty, or staff. Files can also be placed on a flash drive and delivered to the MSU Operations Office (MSU 274).

**All Content**- Once you have submitted content, please e-mail [LOXLEY@KUTZTOWN.EDU](mailto:LOXLEY@KUTZTOWN.EDU) with the timeframe you want the content to run for

## Submission Requirements:

**Still Images**: Preferred format for "still" images is **JPEG**. Size requirements are not mandated, however the MSU staff reserves the right to resize any image submitted. Resolution for the display is **1920x1080**. All submissions obtained through e-mail or placed on X-Drive will only be run for **4 weeks** at a time. All files are to be labeled in the following format: **Name, Underscore, Start date, Dash, End date**.

Example: **MSUvideowall\_Aug1-Aug22**

**Video Submissions**- Preferred format for Video files is **MPEG4** submissions are required to be smaller than **2 GB** in size and **2:30** in length. Resolution for the display is **1920x1080** and **no audio should exceed -3db**. All submissions obtained through e-mail or placed on X-Drive will only be run for **4 weeks** at a time. All files are to be labeled in the following format: **Name, Underscore, Start date, Dash, End date**.

Example: **MSUvideowall\_Aug1-Aug22**

