



TOYO UNIVERSITY



TOYO GEM STONE

Toyo International Film Festival

TIFF 2021 GUIDELINES

**YOUR VOICE
YOUR VOICE
YOUR VOICE
YOUR VOICE**



TIFF 2021 GUIDELINES

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**Toyo
International
Film Festival**



OVERVIEW

Do you want your voice to be heard?

Do you want to express yourself through images and music?

Do you want to experience filming and explore your true identity?



Toyo International Film Festival



**We are happy to introduce
Toyo International Film Festival 2021:
Your Voice**

ABOUT TIFF



Toyo International Film Festival: A Brand New Cross-Cultural Platform



Inoue Enryo Hall, Toyo University

Using film as a medium that transcends borders, Toyo International Film Festival aims to create a brand new cross-cultural platform, where everyone's unique voices are heard loud and clear. This founding year's title is **Your Voice**.

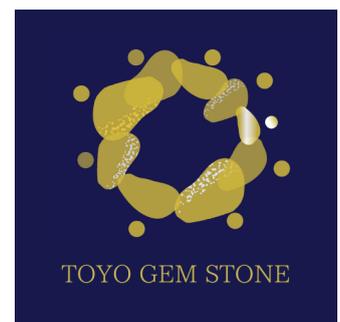
Members of Toyo University and its partner universities worldwide are invited to participate and share their voices by submitting their original short films. The film festival consists of two programs: a **collaborative movie** and the **short film competition**.

Nominated works will be screened at Toyo University's Inoue Enryo Hall at the **premier** on **December 11, 2021**. The main event will be live-streamed in real-time on Youtube.

OUR TEAM

Toyo Gemstone (TGS)

Toyo International Film Festival is organized by Toyo Gemstone (TGS). TGS is a student group at Toyo University that bridges Toyo with the international community, by promoting cultural exchange and international student support.



ELIGIBILITY

Toyo International Film Festival accepts submissions from the Toyo community and our partner institutions. Specifically, the individual or group participants who wish to submit their works should fall under one of the following categories:

- 01 Toyo university undergraduate and graduate students (domestic and international)**
- 02 Overseas students from Toyo University's partner institutions***
- 03 Faculty members and office employees related to the above institutions**

Upon the submission of work, one representative of each team (either individual or group participants) will be asked to provide their personal information. The personal information that is collected from TIFFF will only be used for the purpose of identity verification.

Both individual and group participants from partner institutions are required to have one **supervisor who is a faculty member or an office employee**. The supervisor must be **affiliated with Toyo university or its partner institution(s)**. Please fill in the contact information for the supervisor in the application form (p. 9). Once the submission of the work has been received, the organizer will send an e-mail to the supervisor confirming the enrollment of the student, and the application will be officially completed when the supervisor replies to the e-mail.

*To check your institutions' eligibility, please see the Toyo University Official Website (<https://www.toyo.ac.jp/international-exchange/ipo/agreement/>).

PROGRAMS

Toyo International Film Festival 2021 receives open submissions on the **short film competition** program. Please check the details of the timeline, submission process, evaluation criteria, submission requirements, and copyright policy (page 8-13).

Short Film Competition: 喜怒哀楽 (*kidoairaku*)

The submission for the short film competition is opened to individuals and groups of filmmakers from the Toyo university community, including its overseas partner institutions. This year's theme, **喜怒哀楽 (*kidoairaku*)**, is a Japanese term representing the variety and abundance of human emotions. The four emotions depicted in the term are **joy, anger, sorrow, and pleasure**. Throughout the short film, the prospective young filmmakers are asked to show one or more of the above emotions in their daily lives. The nominated works will be screened at the premier on **December 11, 2021**. The final awardee will be selected via votes of the real-time participants and the judges. All the submitted works will be archived on TIFF website publicly after the premier.

Collaborative movie: It's a small world

A selected number of partner institutions will collaborate with students from Toyo University to create a collaborative movie, themed "It's a Small World," that will be screened at the premier on **December 11, 2021**. The final collaborative movie will be publicly available on TIFF website publicly after the premier.

TIFF TIMELINE

Movie Submission

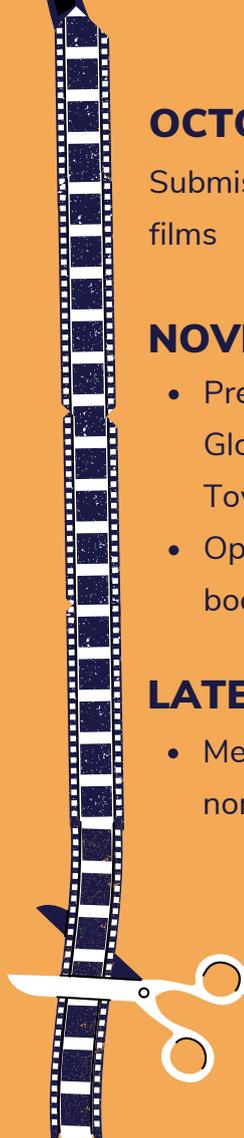


Preliminary Selections



Final Selections

Awards Ceremony



JULY 8

- Grand announcement of TIFF
- Opening of submission - Short Film Competition*

OCTOBER 30

Submission deadline of competition short films

NOVEMBER 15

- Preliminary Nomination by Center for Global Education and Exchange at Toyo University.
- Opening of the premier ticket pre-booking

LATE NOVEMBER

- Meeting with directors of the nominated works**

DECEMBER 11

- Screening of the collaborative movie
- Final selection of the Short Film awardee(s) via votes
- Award Ceremony

* TIFF 2021 will receive the submission for the Short Film Competition program. Please check your eligibility (page 6) and program description (page 7).

** The director of the nominated films will attend the festival (online or face-to-face) and the winner will be asked to give a short speech.

SUBMISSION PROCEDURE

- 01 Create a sharable folder on a cloud services (Google Drive, Dropbox, Onedrive, etc)* that contains a digital copy of your film and a thumbnail. Your folder name should be (TIFF_Your Film Title).**
- 02 Copy the sharable link of your folder.**
- 03 Fill in the information on the following application form (<https://bit.ly/36eOppd>). Paste the sharing link on the form and the thumbnail picture. You need a Google account* to submit your work.**
- 04 After reciving your video submission, the organizers will check the video file and send a confirmation email of your submission within 2-3 working days. ****

* Please double-check the sharable link. The organizers do not hold any responsibility for the quality changes or absence of required files upon your submission of works via cloud services.

Prospective participants who experience technical difficulties with the Google form (due to the limited firewalls, etc) will be asked to submit the video and thumbnail directly via email. Please complete the application form manually and include it in the email.

**If you have not received any email from us after three days, or have any difficulties submitting your work, please contact us via email (toyo.gemstone.official@gmail.com), as soon as possible.



Submission Form

<https://bit.ly/36eOppd>

SUBMISSION REQUIREMENTS

Toyo
International
Film Festival

GENERAL REQUIREMENTS

- The film should be in accordance with the purpose of this project and follow the theme.
- The duration of the film must be between **5 to 10 minutes**.
- The film's language will be **English**. If your film's main language is another language, please integrate (burn-in) English subtitles into it.
- The file's title should please be in the following format: **[TIFF_Your film title_Film]**.
The thumbnail should be: **[TIFF_Your film title_Thumbnail]**.
The title should not include any special characters or blank spaces (!,?,%,\$,*,etc)
- The film should neither have been previously submitted nor cross-posted on another platform.
- The film should be submitted together with the **thumbnails** and the **complete descriptions**. The nominated work will be featured on the poster, webpage, and promotion materials.
- Only submissions in the form of digital data will be accepted.
- Please submit all the required items **no later than 23:59, October 30, 2021, Japan Standard Time(JST)**. The late submission will not be accepted.

TECHNICAL REQUIREMENTS

- The film must be in either **MOV** or **MP4** format.
- The film must contain all the corresponding audio, video, and subtitles in a single file.
- The file size of the film should **not exceed 5GB**.
- The resolution of the film should be in **landscape, 1920x1080 px (16:9 aspect ration)**
- The film should please be rendered in high-quality video and audio
(Codec format: H.264 high profile for video, low complexity AAC for audio).

COPYRIGHT POLICY

- The entrants retain the copyrights of the film(s) they submitted. However, entrants agrees to grant the event organizer non-exclusive rights to utilize all or part of the film for the sole purpose of managing the festival without any additional compensation. These rights include, but are not limited to, Right of Reproduction, Right of Rental, Right of Screen Presentation, and Rights of Adaptation.
- In case the film contains any copyrighted music, sounds, or images, make sure that they are licensed.
- Entrants who use copyright-free material must obey its terms of use.
- If the film does not adhere to all of the requirements listed above, the organizer may pull the entree from the selection process without notice. Even if a film meets the rules above, the organizer may eliminate a film from selections, if the contents are not suitable for the purpose of this festival.
- The entrant is solely responsible for any problems or dispute regarding the copyright(s) of the submitted film. TIFF do not hold any corresponding responsibility.

EVALUATION CRITERIA

01 ORIGINALITY

Does the film have a uniqueness and originality of the premise or story?

02 STORY

Does the film have a clear narrative that draws the audience's attention and is relatable to viewers?

03 MUSIC

Is the music score suited to the film and does it help tell the characters' stories?

04 MESSAGE

Does the film clearly depict the original message of *kidoairaku*?

05 ENTERTAINMENT VALUE

Does the story keep the viewers' attention? Is it fun, engaging, or thought-provoking?

10 points each / Max 50 points

AWARD

The nominated films will be screened at Toyo University's Inoue Enryo Hall on the day of the event. All submissions will be posted on social media at a later date. The rewards will be selected on the day of premier by votes of the participants and guest judges from the nominated works. Three selected works will be awarded a trophy, together with a small token of appreciation.



Please visit Toyo International Film Festival Official Instagram for the most up-to-date information about the submission, bookings for premier, and our COVID-19 responses. We will also announce the Toyo University International Film Festival website on our Instagram page, which will be released soon. (www.instagram.com/tiff_toyo/).

If you live far away or overseas, please join our grand premier (December 11, 2021 12:30 pm, Japan Standard Time) live-stream on the TGS Youtube channel (<https://youtube.com/channel/UCQX3ANK8N7MGLunD8ZGkp6Q>).

If you have any questions about the event, please send them to our email (toyo.gemstone.official@gmail.com).



toyo.gemstone.official@gmail.com



youtube.com/channel/UCQX3ANK8N7MGLunD8ZGkp6Q



www.instagram.com/tiff_toyo/

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