

Entering QC Data

TUTORIAL

1. There are two ways to select assets for QC. After an asset has been ingested, you will receive a notification email with a link to the placeholder in Media Landing and to the storage location of the asset.

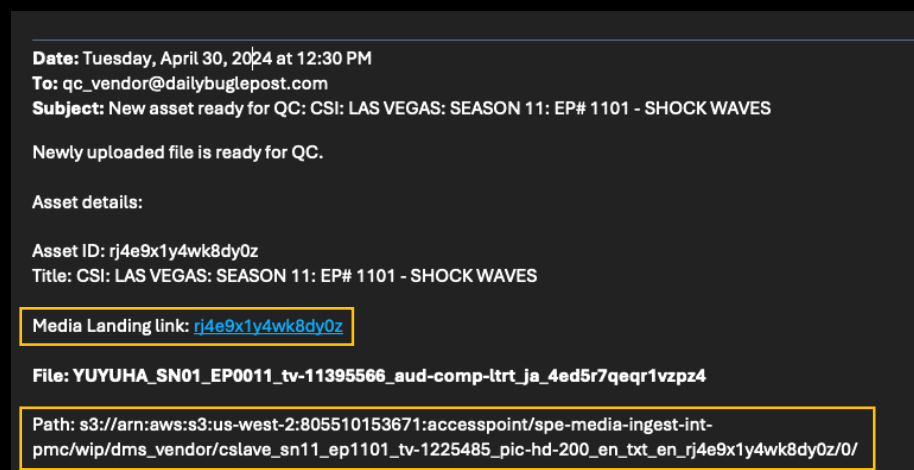


Fig. 1 – Web link to Asset Placeholder and AWS S3 path to asset

2. The second option is to log in to Media Landing where you will see all assets assigned to your facility.

Asset Dashboard		< Filter	⌵
Filters		Status Title	
0 Selected Clear Filters			
Order Number		Ingesting	YU YU HAKUSHO: SEASON 01: EP# 0011 - HARD FIGHTS F OR YUSUKE
Asset Type		In QC	YU YU HAKUSHO: SEASON 01: EP# 0011 - HARD FIGHTS F OR YUSUKE
Inventory Class		Ingesting	YU YU HAKUSHO: SEASON 01: EP# 0011 - HARD FIGHTS F OR YUSUKE
Season		Ingesting	YU YU HAKUSHO: SEASON 01: EP# 0011 - HARD FIGHTS F OR YUSUKE

Fig. 2 – Media Landing – Placeholders with the various statuses

3. On the left side of the user interface, in the Filter Drawer, navigate to the Status button and select “In QC.” All Placeholders with the In QC status will be displayed in the results pane.

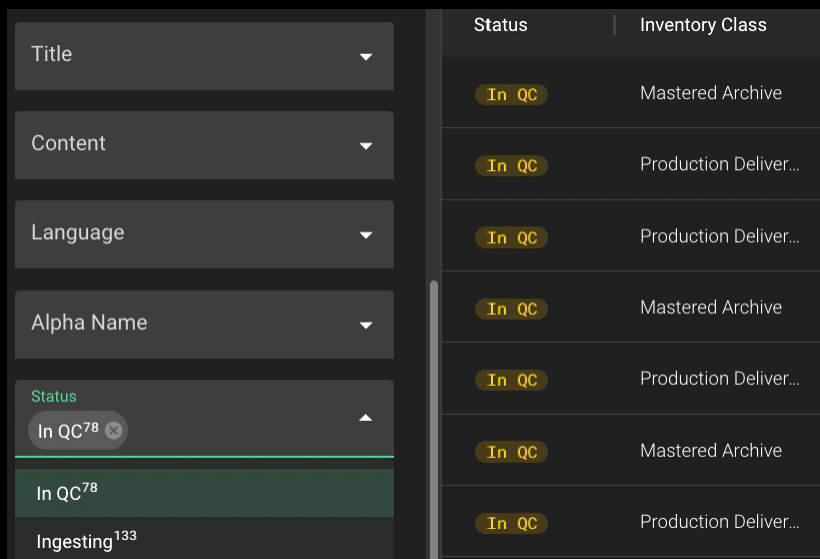


Fig. 3 – Filter Dashboard – Status “In QC” chosen in filter drawer

4. Click on a placeholder and double-check that the asset you are reviewing match the filename on the placeholder.

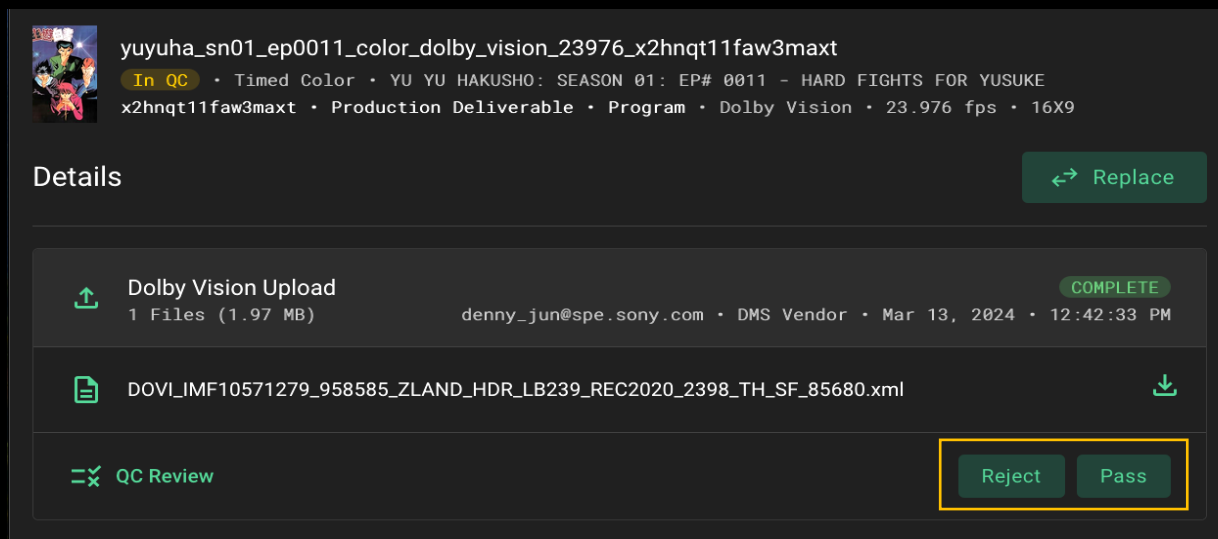


Fig. 4 – Asset Placeholder – After file ingest, Asset Placeholders shows QC status buttons

5. After your review, if the asset passes QC, click the Pass button. Click “Submit” to confirm your selection.

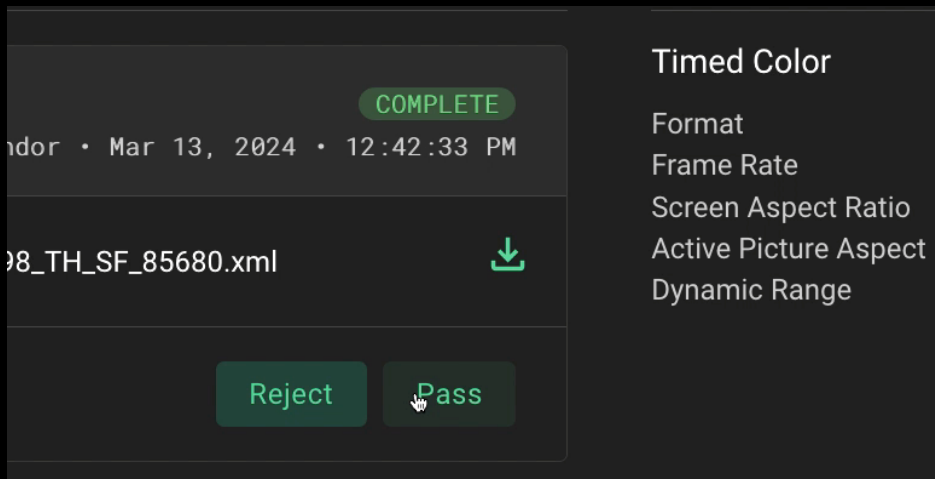


Fig. 5 – Asset Placeholder – Buttons to reject or pass an asset

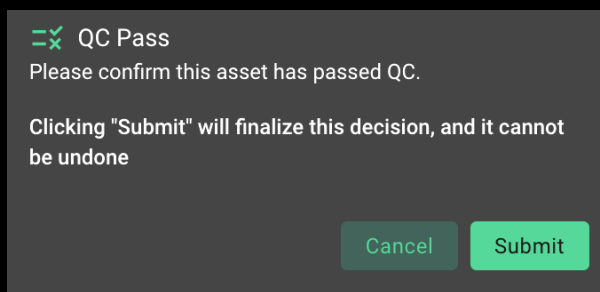
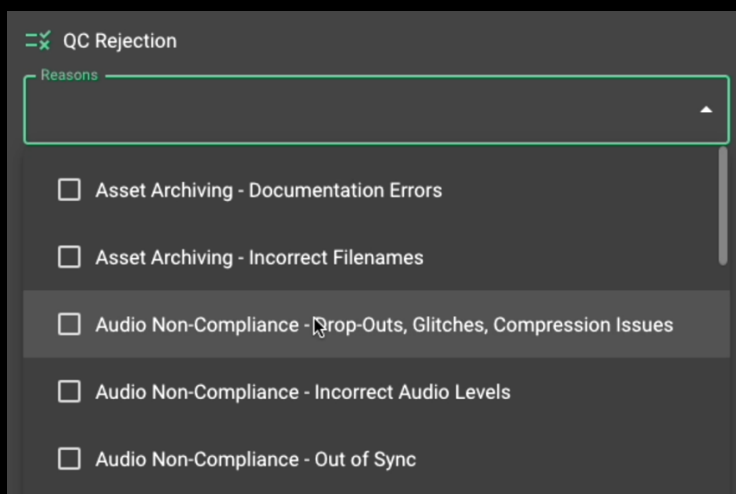


Fig. 6 – QC Rejection Modal – Submit button

6. If the asset fails QC click the Reject button. A modal will appear that will allow you to pick a rejection reason from the dropdown menu. You can also enter notes in the description box to further describe issues.

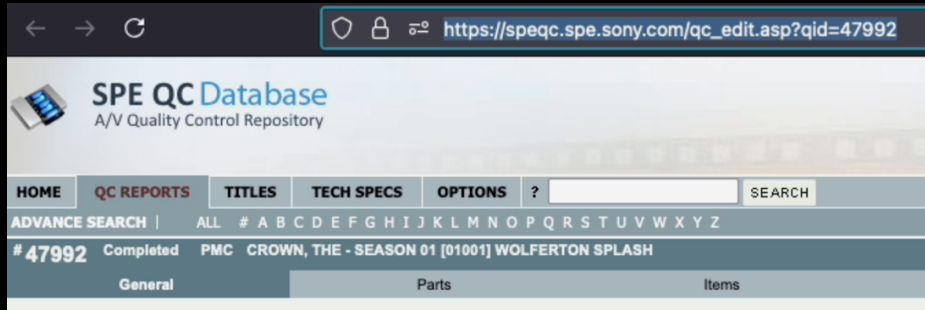


The image shows a modal window titled "QC Rejection". At the top, there is a "Reasons" dropdown menu. Below it, there is a list of rejection reasons, each with a checkbox:

- ☐ Asset Archiving - Documentation Errors
- ☐ Asset Archiving - Incorrect Filenames
- ☐ Audio Non-Compliance - Drop-Outs, Glitches, Compression Issues
- ☐ Audio Non-Compliance - Incorrect Audio Levels
- ☐ Audio Non-Compliance - Out of Sync

Fig. 7 – QC Rejection Modal – QC rejection reasons

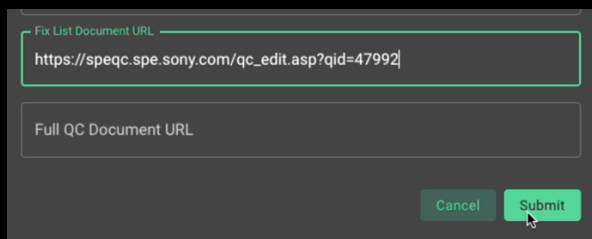
7. If you have access to Sony Picture’s web-based QC reporting tools, you can paste the URL for a Fix List or QC report directly into the Fix List or QC report URL fields.



The image shows a screenshot of the "SPE QC Database" website. The browser address bar shows the URL: https://speqc.spe.sony.com/qc_edit.asp?qid=47992. The website header includes the "SPE QC Database" logo and the tagline "A/V Quality Control Repository". Below the header, there is a navigation bar with tabs: "HOME", "QC REPORTS", "TITLES", "TECH SPECS", and "OPTIONS". A search bar is also present. The main content area shows a table with the following information:

ADVANCE SEARCH	ALL	#	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
# 47992	Completed	PMC	CROWN, THE - SEASON 01 [01001] WOLFERTON SPLASH																									
General																												
Parts																												
Items																												

Fig. 8 – QC Rejection Modal – QC rejection reasons



The image shows a modal window with two text input fields. The first field is labeled "Fix List Document URL" and contains the text: https://speqc.spe.sony.com/qc_edit.asp?qid=47992. The second field is labeled "Full QC Document URL" and is currently empty. At the bottom right of the modal, there are two buttons: "Cancel" and "Submit".

Fig. 9 – QC Rejection Modal – Fix List and QC Report fields

8. Once you click Submit, a notification is sent to SPE Title Managers, and the creation of replacement assets begins.

Status	Inventory Class	Title
Issue	Production Deliver...	YU YU HAKUSHO: SEASON 01: EP# 0011 - HARD FIGHTS F OR YUSUKE
Issue	Production Deliver...	YU YU HAKUSHO: SEASON 01: EP# 0011 - HARD FIGHTS F OR YUSUKE
Issue	Production Deliver...	YU YU HAKUSHO: SEASON 01: EP# 0011 - HARD FIGHTS F OR YUSUKE
Issue	Production Deliver...	YU YU HAKUSHO: SEASON 01: EP# 0011 - HARD FIGHTS F OR YUSUKE

Fig. 8 Asset Dashboard – Placeholders with status of Issue



MEDIA LANDING

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