



How to submit a video for the Canada FASD Conference Film Festival

We are using a secondary platform called Film Freeway to submit and screen your videos. The platform can be confusing, so we've created some instructions to walk you through how to submit your film. These instructions are also available in video format. Be sure to complete all seven steps outlined below!

Step 1: Go to FilmFreeway

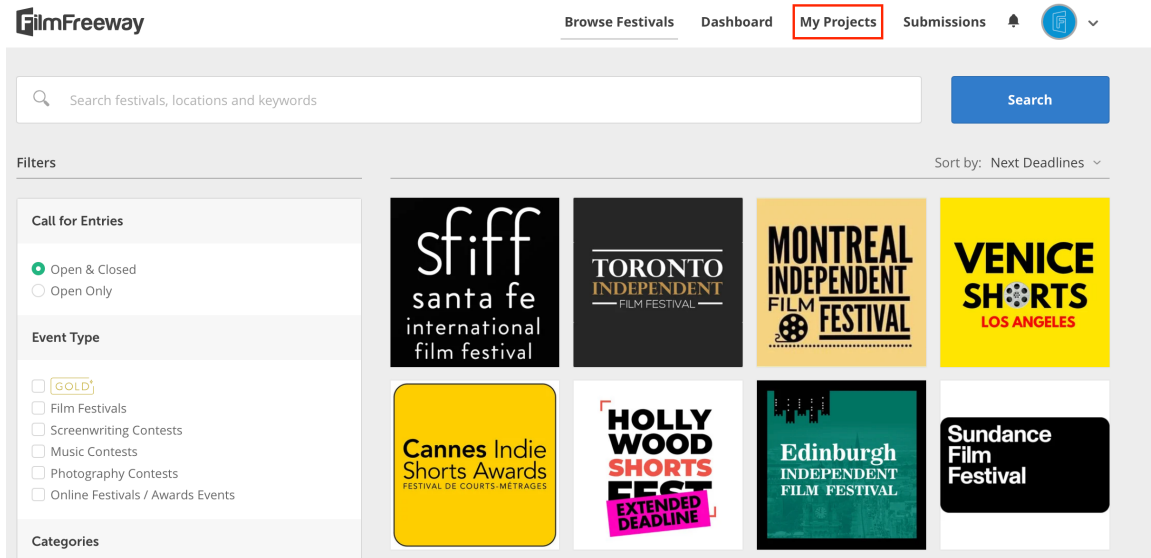
Visit <https://filmfreeway.com/festivals> in your browser or go directly to the [Canada FASD Conference Film Festival page](#).

Step 2: Create an Account

- Click 'Sign Up' in the top right corner.
- Enter your name, email, and password.
- Click "I want to submit my work or get tickets to festivals"
- Click "sign up with email" and confirm your email by clicking the verification link sent to your inbox.

Step 3: Add a Project

- Once logged into the site, click 'My Projects' from the top menu.



- Click '+ Add Project'.
- Fill out **Section 1: Project Information** with the following:
 - Project Type*: click "Film/Video"
 - Project Title*: name of your film
 - Brief Synopsis*: a description of your film
 - Add website and social media links (optional)

1 Project Information

Project Type

☒ Film / Video

☐ Script

☐ Music / Songwriting

☐ Photography / Design

☐ VR / XR / Immersive BETA

*** Project Title**
(English)

Test Film

Brief Synopsis
(English)

This film is about my experiences growing up with FASD.

☐ My Project also has a non-English Title and Synopsis

Website

mycoolfilm.com

X

x.com/MyCoolFilm

- Fill out **Section 2: Submitter Information** (optional). These are details about you. This section will automatically be filled in with any information you've added to your profile.
- Fill out **Section 3: Credits**. Remove any sections that aren't applicable using the "x" in the top right corner.

3 Credits



- Directors – Who was in charge of the creative aspects of the film?
- Writers – Did someone write your script?
- Producers – Who was in charge of the business aspects of the film/project?
- Key Cast – Who are the main people starring in your film?
- Extra – Are there any additional people you would like to credit (i.e. filmmakers, editors ect.)
- You can also add extra credits if you need by clicking the "Add a credit section".

- Fill out **Section 4: Specifications**. Answer all the questions you think are applicable.
 - *Project Type* - Pick which style of film it is (i.e. animated, documentary)
 - *Genre* – Does it have a specific genre?
 - *Runtime* – How long is your film/video?
 - *Completion date* – When did you finish your film/video?
 - *Project budget* – Did you have any funding to do this film/video? How much?
 - *Country of origin* – Which country do you live in?
 - *Country of filming* – Where was this video filmed?

- *Language* – Which language is the video/film in?
- *Shooting format* – Do you know the technical details of how the video was shot?
- *Aspect ratio* – What is the ratio between the height and width of the video on your screen? Most videos are 16:9.
- *Film colour* – Is it in colour or black and white?
- *Student project* – Was this done as part of a student project?
- *First-time filmmaker* – Are you a first-time filmmaker?
- Fill out **Section 5: Screenings/Distribution (optional)**. These are for formal films but answer the questions you think are applicable
 - Screening & Awards – Have you shown this film at an event before? Has this film won any awards?
 - Distribution Information – Do you have a distribution agreement for your film? Have you sold it to anyone? Does another company have the video rights?



5 Screenings / Distribution

Screenings & Awards

Event	Actions
Example: Austin Film Festival	Edit  

+ Add a Screening

Distribution Information



Distributor / Sales Agent	Actions
Example: Netflix	Edit  

+ Add a Distributor / Sales Agent

- Click the green 'Save Project' button at the bottom right



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Screenings & Awards

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Save Project

Step 4: Upload Your Video

- After you save, you will be on the “Edit Project” page
- Click over to “Project File” page.
- Upload your video by clicking on “choose file” and picking a file from your computer. The video has to be less than 10 gigabytes.
- If your video is already on YouTube or Vimeo, you can add the link instead.

Test Film

View Project	Edit Project	Project File	Privacy	Marketing Options
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Add an Online Screener

Link or upload your video. Only festivals you submit to can view your video.

Upload Upload a high-quality video file, up to 10 GB. Choose File Your file will begin uploading immediately.	Link If your video is on Vimeo or YouTube, simply paste the URL and password below. Review embedding and troubleshooting steps here . URL <input type="text" value="Example: vimeo.com/48425421"/> Password (optional) <input type="password"/> Save
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Step 5: Change the Privacy Settings

- Click over to the “Privacy” page
- Choose how you want your project to be seen. Pick “festivals only” so only the festivals you submit your video to (i.e. the Canada FASD Conference) can see your project.

Test Film

View Project	Edit Project	Project File	Privacy	Marketing Options
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Project Visibility

Customize your project's visibility. Limit to festivals only, share privately with industry professionals, or promote your work publicly.

- ☒ **Festivals Only**
Only festivals I submit to can view my project details and project file.
- ☐ **Limited**
My Project Page displays my project details publicly (trailer, photos, bio, specs), but my project file is only visible to festivals.
- ☐ **Password Protected**
My Project Page displays my project details publicly (trailer, photos, bio, specs), but my project file is visible only to festivals and people with a password.
- ☐ **Public**
My Project Page displays my complete project publicly.

- Scroll down to change your permissions so that the Canada FASD Conference festival staff can download your video without you needing to do any additional steps (optional)

Download Permissions

By default, festivals that you submit to can stream your video but may not download.

- ☒ Festivals must request my permission to download my video.
- ☐ Festivals that I submit to may download my video.

Save

Step 6 Find the FASD Film Festival

- Go to “Browse Festivals and use the search bar to type 'Canada FASD Conference Film Festival'. Click the first one that comes up, with the Canada FASD Conference logo. You can also access it directly through the [conference website](#).
- Click on the “Submit Now” button to submit your video

The screenshot shows the FilmFreeway website interface. At the top, there's a navigation bar with 'Browse Festivals' highlighted. Below it, a search bar contains the text 'Canada FASD Conference Film Festival'. To the right of the search bar is a 'Search' button. Below the search bar, there's a section for 'Filters' with 'Clear Filters' and '11384 festivals match your criteria'. The main content area shows the festival details for 'Canada FASD Conference Film Festival', including the logo, location (Toronto, ON, Canada), and the final deadline (August 30, 2025). There are buttons for 'View Festival' and 'Submit Again'.


- A pop up page will come up. Make sure you select the right project and then click “add to cart & checkout”. **There is no fee to submit your video!**

The screenshot shows a pop-up window titled 'Canada FASD Conference Film Festival'. It has a 'Select Project' dropdown menu with 'Test Film' selected. Below this, there's a section for 'Select all categories you wish to enter:'. A table lists the festival details, including the category 'Canada FASD Conference Film Festival' and the fee 'Standard: Free' (with a checked checkbox) and 'Student: Free' (with an unchecked checkbox). At the bottom of the pop-up, there are two buttons: 'Add to Cart' and 'Add to Cart & Checkout'.

Step 7: Submit Your Project

- A cart summary will come up. Confirm your *project name* and the *festival name* are correct and that your subtotal is \$0.00.

Cart Summary


2025 Canada FASD Conference Film Festival			
Project	Category	Deadline	Fee
Test Film	Canada FASD Conference Film Festival	Regular Deadline	Standard: \$0.00 
+ Add Cover Letter (Optional)			Subtotal \$0.00

- Ignore the “Film Freeway Gold” section and click the “complete order” button at the bottom.

FilmFreeway Gold

Upgrade to FilmFreeway Gold and enjoy exclusive members-only discounts starting now.

- 10% - 50% off entries to all Gold festivals
- Free Submission Protection on all entries
- 50% off all Marketing Services
- Cancel anytime with one click



Upgrade to Gold for only \$14.99/month?

[Add Gold](#)

Secure Checkout

Payment Summary	
Subtotal	\$0.00
Total	\$0.00 (USD)

[Complete Order](#)

- You'll get a “Thank You” for your submission and a summary with an order number that you can keep for your records.

Tips

- Review the [submission guidelines](#) carefully.
- Ensure all project info is complete and accurate.
- You can change the project info and add additional features under “My Project”.
- You can view your submission to the Canada FASD Conference under the “Submission” tab.