

EmmRecs Media



Transfer of Video to DVD

One of our most requested services is the transfer of Video tapes to DVD. Many people are interested in the cost, which you can always find at our website www.emmrecsmedia.co.uk, but I am also often asked about the process involved in this work.

As a result I have put together this Information Sheet, which I hope will prove useful to all clients interested in this service.

1. You supply us with your tape, which can be in virtually any consumer format (VHS, VHS-C, Hi-8, Digital 8, 8mm, DV) and we first transfer ALL the content to computer. This is done in "real-time", i.e. a one-hour tape takes at least one hour to transfer.
2. We then check through the resulting video files to ensure that the transfer has worked properly.
3. At this stage we begin to insert "Chapter Markers" to the file, based on information you have given us about the tape content, or on what we see on the video; these form the Contents or Chapter List which will appear when the final DVD is first put into a DVD Player, so allowing you to choose to watch ONLY the parts which you really want to watch at the time, but without having to search through the whole video to find the particular section.
4. At the same time, we check for sections of the video which are sometimes classed as "mistakes" (e.g. a hand in front of the camera, the camera pointed at the floor, etc) and these are noted for our Report to you. Any sections with such severe distortion that the original image cannot be seen will be removed at this time. We also note any sections of the video which would benefit from any "improvement" work we are able to carry out, e.g. removal of "Digital Picture Noise" (the interference or "snow" that can occur) or making the sound track clearer.
5. We then compile our "Report to Client". This contains ALL our recommendations, including whether a Standard DVD or a Dual-Layer DVD should be used (this depends upon total playing time of the video), what Chapter Names to insert, whether any "improvement/editing" work is necessary/possible, etc. If "improvement/editing" is recommended, the report will include an estimate of the cost of such work.
6. You will receive TWO copies of this report, one of which you should complete with any additional information which we request or you want to add. This amended copy should be signed and dated and returned to us as quickly as possible. The other copy you retain for your records.
7. When we receive the returned copy of the report, we will make any changes you request and carry out any further "improvement/editing" which you have specifically agreed and then proceed to create an Image File for each DVD. This file is used to burn the final DVD, the on-disc label is prepared and printed, the DVD Case Insert is prepared and printed and the whole package is put together, our invoice prepared and you are notified that your finished product is available for collection or, at your choice, delivery to you at cost.
8. We retain the Image Files indefinitely, thus allowing you to order additional copies should you wish to do so. The files which were created as a result of the initial transfer of the video to computer will be retained for a maximum of **28** days from the date of our invoice. This will allow you to check that everything is to your complete satisfaction; **14** days after our invoice date payment in full is due and 14 days later the original transfer files will be deleted from our computer.

I hope this information will prove useful to you in deciding whether to make use of this service. Our aim is "Sound Quality" and to this end we will always do our utmost to ensure complete client satisfaction.