

Contributor Information Matrix

Please fill in the areas under Contributor Information and send with submission. You will need one completed form for each resource submitted.

Ohio iTunes U	Meta Data	Contributor Information	Notes and Examples
Name Required	Descriptive Title of the Content		Most Important Element Ex: Wikis and Blogs in the Classroom, Bald Eagle Feedings
Artist Required	Creator (individual, group and/or organization)		Ex., Museum of Art, Government Agency X,
Time	Track Length		1:30
Year Required	Year the content was published/created/last updated		Ex. 2008
Track number (of) Required for multiple tracks	If part of a series, add the specific track number		Ex. 1 of 5
Album Required	Category and Subcategory of Content Areas Core Content Areas: typically the subject/strand.		Ex. Name of Artist, Theme or Event
Comments 255 character max Not Required	Misc		Additional information that may help in categorizing the resources provided

Formatting Information

Apple, Inc. recommends using the following formats for your iTunes U audio and video content:

- Audio files (AAC, MP3) with appropriate file extensions (.m4a, .mp3) for best results during playback, Apple recommends converting MP3 files greater than 32 megabytes (MB) to AAC format.
- Video files (MPEG-4 with H.264 compression) with appropriate file extensions (.mp4, .m4v, .mov).
- Podcasts that are uploaded to Apple servers have a size limitation of 500 MB; recommend window size for iPod is 640 x 480. We recommend videos larger than this size be divided into manageable chunks based on theme.

*Portable Document Format (PDF) files may also be distributed on Ohio on iTunes U

Complete information about supported audio and video formats can be found at:

www.apple.com/support/itunes_u *Creating Content for iPod + iTunes.*