

# Using Placeholders

## TUTORIAL

1. Select a Placeholder by clicking on it in the results pane of the Asset Dashboard.

The screenshot shows the 'Asset Dashboard' interface. On the left, there is a 'Filters' sidebar with various dropdown menus: Order Number, Asset Type, Inventory Class, Season, Title, Content, Language, Alpha Name, Status, Track Configuration, and Task Type. Below the filters is a 'Show Completed' toggle switch. The main area displays a table of assets with the following columns: Status, Title, Alpha, Asset, Asset Type, and Inventory Class. The table contains 13 rows of data, each representing a different asset with its own status and unique identifiers.

Status	Title	Alpha	Asset	Asset Type	Inventory Class
	MAN				
Ingesting	TRIGUN: SEASON 01: EP# 0101 - THE \$560,000,000,000.00 MAN	StudioTV_FUN	kk5zanfd4vpasdrw	Image Sequence	Production Deliver...
Open	TRIGUN: SEASON 01: EP# 0101 - THE \$560,000,000,000.00 MAN	StudioTV_FUN	bfrae4e8k2v1zxbz	Timed Color	Production Deliver...
Open	TRIGUN: SEASON 01: EP# 0101 - THE \$560,000,000,000.00 MAN		axva23696yyx1qq3	Image Sequence	Production Deliver...
Open	TRIGUN: SEASON 01: EP# 0101 - THE \$560,000,000,000.00 MAN	StudioTV_FUN	avw8g351c59q2bf7	Pro Tools	Production Deliver...
Open	TRIGUN: SEASON 01: EP# 0101 - THE \$560,000,000,000.00 MAN	StudioTV_FUN	av472mjdxxh8xc3d	Image Sequence	Production Deliver...
Open	TRIGUN: SEASON 01: EP# 0101 - THE \$560,000,000,000.00 MAN	StudioTV_FUN	8f78hvgb5g28sb7	Pro Tools	Production Deliver...
In QC	TRIGUN: SEASON 01: EP# 0101 - THE \$560,000,000,000.00 MAN	StudioTV_FUN	815n2caszb51jyz	Image Sequence	Production Deliver...
Open	TRIGUN: SEASON 01: EP# 0101 - THE \$560,000,000,000.00 MAN		7sfwb6fyp9kwd4j	Image Sequence	Production Deliver...
Ingesting	TRIGUN: SEASON 01: EP# 0101 - THE \$560,000,000,000.00 MAN		6wvwnzzefve6rc36	Timed Color	Production Deliver...
Open	TRIGUN: SEASON 01: EP# 0101 - THE \$560,000,000,000.00 MAN	StudioTV_FUN	3y1mj4gqjshfj8pg	Pro Tools	Production Deliver...
Open	TRIGUN: SEASON 01: EP# 0101 - THE \$560,000,000,000.00 MAN		3n2zfbe1b7fw79a	Image Sequence	Production Deliver...

Fig. 1 – Media Landing – Asset Dashboard

2. The Placeholder will open, and you'll be presented with a dropzone where you will be able to drag a single asset or group of assets. *Depending on the Placeholder selected, more than one drop zone may be available.*

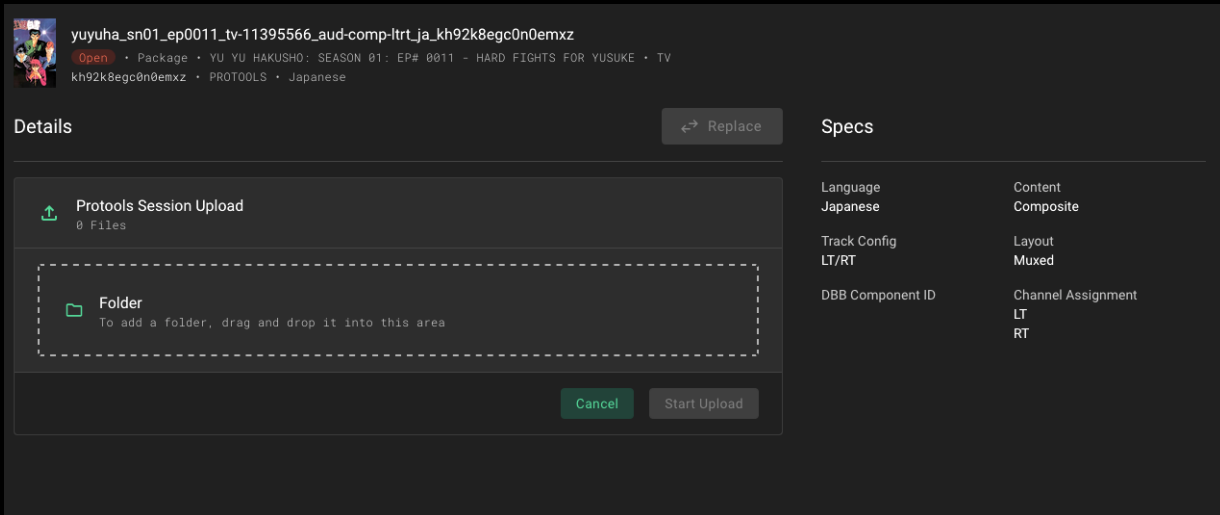


Fig. 2 – Asset Placeholder – Drop zone for the drag and drop upload of files or folders

3. When you drag assets onto the drop zone, the Placeholder will display the name of the file to be uploaded or an inventory of the folder. If everything looks correct, click the Start Upload button.

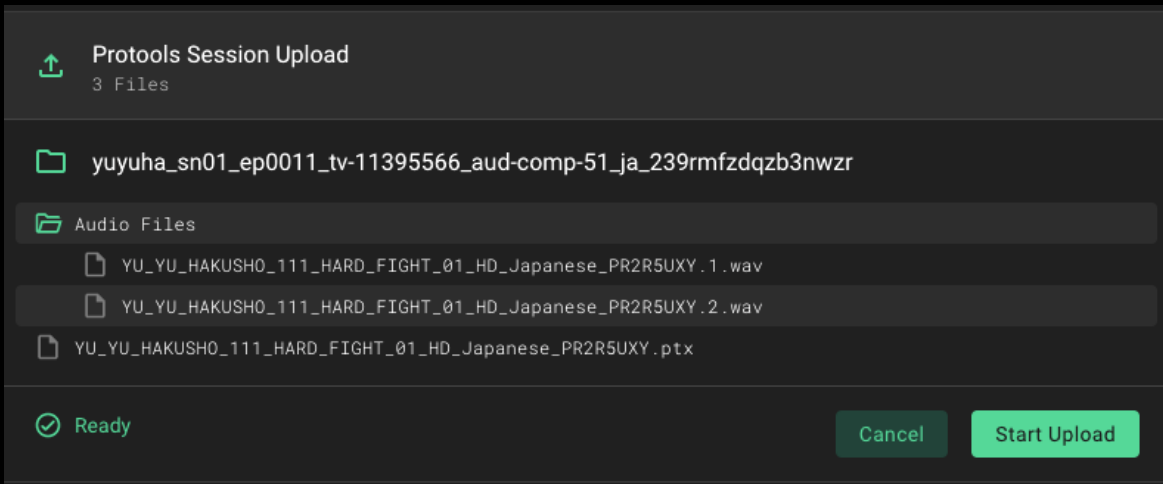


Fig. 3 – Asset Placeholder – Inventory of folder after they are dragged onto drop zone

4. And initial check will be run to confirm that the assets match the Placeholder specifications. If assets fail this initial check you will need to correct the issue.

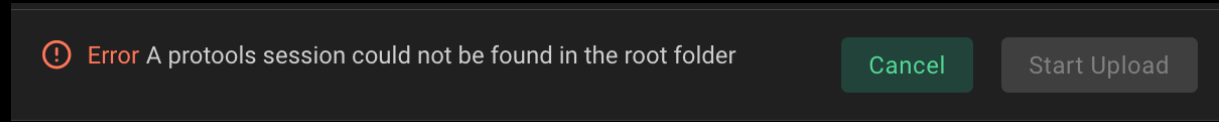


Fig. 4 – Asset Placeholder – Error message due to asset failing validation against key delivery requirements

If the assets pass the initial check, click the Start Upload button.

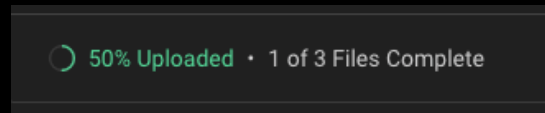


Fig. 5 – Asset Placeholder – File upload progress

5. In the event a file requires replacement, you can locate the Placeholder by using the Asset Dashboard. Make sure you activate the Show Completed slider at the bottom of the filter drawer and then use the Status filter to select the appropriate value.

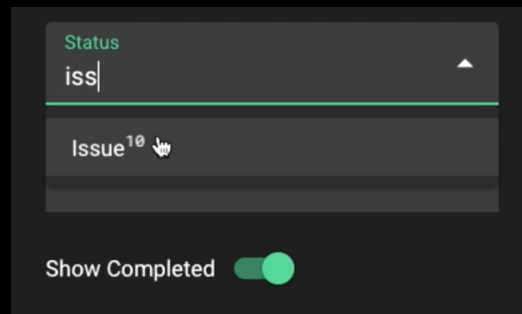


Fig. 6 – Filter Drawer – The Show Completed slider activated

6. After selecting the Placeholder in the results pane, you can use the “Replace” button to re-upload a new file.

Dashboard > Asset Details

twime3\_sn01\_ep0101\_internet-11367852\_pic-uhd-hdr-200\_txt\_en\_6xh415zk23zbn01d

Issue • Image Sequence • TWISTED METAL: SEASON 01: EP# 0101 - WLUDRV • INTERNET  
6xh415zk23zbn01d • UHD • HDR • TIFF • 16X9 • 2.00 • 23.976 • English

Details ↔ Replace Frames Specs

**Image Sequence Upload** COMPLETE  
21 Files (664.62 MB) landon\_koenig-muenster@spe.sony.com • Dec 8, 2023 • 5:57:23 PM

**Main Program**

Segment	First Frame	Last Frame	Number Frames	Duration
1	81565	81580	16	000:00.667

**Textless**

Segment	First Frame	Last Frame	Number Frames	Duration
1	81569	81571	3	000:00.125
2	81577	81578	2	000:00.083

**QC Rejection**

**Technical Issue** landon\_koenig-muenster@spe.sony.com • Dec 08, 2023 • 06:01:07 Update

wrong frame format

**Video**

Resolution 3840×2160  
Frame Rate 23.976  
Screen Aspect Ratio 16×9  
Active Picture Aspect 2.00  
Language English  
Dynamic Range HDR  
Resolution Class Ultra High Definition  
Format TIFF

Fig. 7 – Asset Placeholder – A rejected asset pending upload of replacement asset

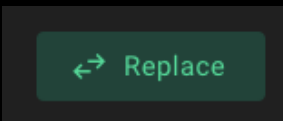


Fig. 8 – Asset Placeholder – Replace button on Placeholder

7. Once an upload is in progress, you can move on to fulfillment of other Placeholders. You can check back on the progress of your upload via the Activity screen.

**Image Sequence Replacement** CANCELLED  
 8 Files (15.77 MB) denny\_jun@spe.sony.com • Jan 11, 2024 • 12:57:40 AM

**holba\_pic-uhd-sdr-178\_txt\_en\_nrzrx8wyxfqdg44**  
 Issue • Image Sequence • HOT L BALTIMORE  
 nrzrx8wyxfqdg44 • UHD • SDR • DPX • 16X9 • 1.78 • 23.976 • English

**holba\_pic-uhd-sdr-178\_txt\_en\_nrzrx8wyxfqdg44**  
 Main Program

Segment	First Frame	Last Frame	Number Frames	Duration
1	201	205	5	000:00.209

**holba\_pic-uhd-sdr-178\_txt\_en\_nrzrx8wyxfqdg44**  
 Textless

Segment	First Frame	Last Frame	Number Frames	Duration
1	201	201	1	000:00.042
2	203	203	1	000:00.042
3	205	205	1	000:00.042

Fig. 9 – Media Landing – Activity Logs

*For more details on the values and labels shown on the interface, see the quick reference sheet “Asset Placeholders.”*



# MEDIA LANDING

For info on the latest features and training material visit [wiki.upload.spe.sony.com](http://wiki.upload.spe.sony.com)  
For support contact [media\\_landing\\_help@spe.sony.com](mailto:media_landing_help@spe.sony.com)

