

Important Notes

Keep the following in mind when uploading your files to the movingimage FTP server:

Uploading without an XML file

- If a video file is uploaded without an XML file, the system will use the original file name as the title. All other metadata will be blank.

Uploading with an XML file

- To import metadata for a video, an XML file [formatted according to the validation schema](#) must be uploaded **after** the video file.
- **The XML file should always be uploaded last.** This is because the XML file triggers the uploading process.
- If a tag is defined in the XML file, it must not be left blank or an error will occur and the video will not upload.

Thumbnails

- Uploads should be done in this order: video file thumbnail file XML file.
- Thumbnails must not be larger than 10000 KB.
- If a thumbnail image is not provided after defining one in the XML file, an error will occur and the video will not upload.

Subtitles

- Uploads should be done in this order: video file subtitle file(s) XML file.
- Subtitle files must be in the **.srt** or **.vtt** formats.

Character Encoding

If you need to use reserved XML characters within your metadata file, they must be encoded. There are two different encoding options:

```
<keyword>&lt;h1>foo bar</h1></keyword>
```

```
<keyword><![CDATA[<h1>foo bar </h1>]]></keyword>
```