



TINMOUSE

Welcome to the Mouse House

The home of your project from start to finish

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www.tinmouseanimation.com

What is it?

The Mouse House is our custom built client portal giving you access to all the files from your project, from Audio to Designs, Storyboards to final Renders. Easy, permanent access allowing you to review, download and track the progress of your project.

Why does it exist?

Every project means lots of files and this can get complicated quickly. With lots of different ways to send and receive, such as email attachments, download links, streaming links, it can all get quite confusing. Everything flying around the ether and in a myriad of email chains.

The Mouse House simplifies this and has everything under one roof. Providing quick access to all your files anytime and anywhere using the power of Google Drive (and some excellent organisational skills).

How does it work?

It works simply. At the start of your project one of the Tinmouse team will provide you with **one link to your Mouse House**. Inside this link you'll see folders colour coded and named like the ones to your right.

This where we'll put all the files you need to check, feedback on and download for the entire project. The next few pages will guide you through each of the folders telling you what to expect inside them...



Documents



Audio



Style stills



Storyboards



Renders



Output

Documents

- Scripts
- Timelines
- Reference material (added by you or us)
- Brand guidelines
- Fonts





Audio

- Voiceover samples
- Final voiceovers
- Music samples
- Final music choices

Style stills

- Moodboards
- Style examples
- Character examples



Storyboards

- Storyboards
- Additional frames





Renders

- Animation tests
- Animatics
- Work In Progress (WIPs)
- Vimeo review links*

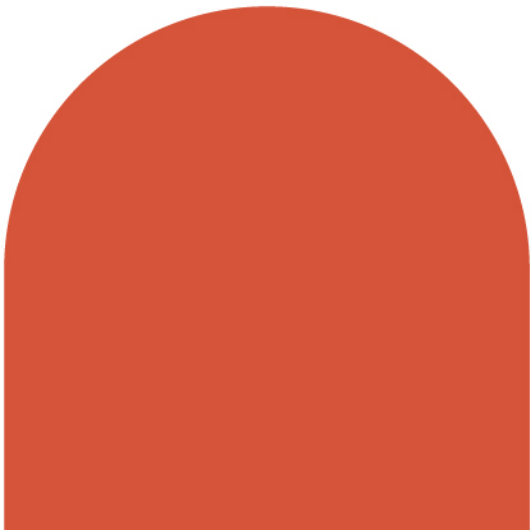
*These are presented in a spreadsheet with a Vimeo link to each version of the film.

Within Vimeo Review you can feedback on the film using timecoded notes allowing for a simple and accurate level of feedback.

[CLICK HERE](#) to find out more
about how Vimeo Review works

Output

- Final deliveries in chosen formats
- Social cutdowns
- Subtitled films



What happens at the end of a project?

All files will be kept accessible for the duration of the entire project and then archived on our main server. All sensitive documents will be deleted under GDPR.

You will be encouraged to download any files that you need at the end of the project. But all is not lost, if access is required after this then simply let us know and we'll send over anything you need, it's all still on our system.

Questions & feedback

If you have any queries or would like to tell us how you got on with the Mouse House then we'd love to hear from you. We're always on the look out to find new ways of improving the service.

Contact Tom and he'll gladly talk you through the portal, answer any questions or listen to feedback.

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Thanks and we hope you enjoy your Mouse House