

# Calling all files....

A look at file formats

























Godfather II

SR#1234



Godfather II

SR#1234



AFFIX  
BARCODE  
LABEL  
HERE



SR#1234



818-981-5243 Fax 818-981-5244  
14817 Ventura Blvd., Suite 110 • Sherman Oaks, CA 91403









Outdoors

APT

Dancing

Bar/Rest











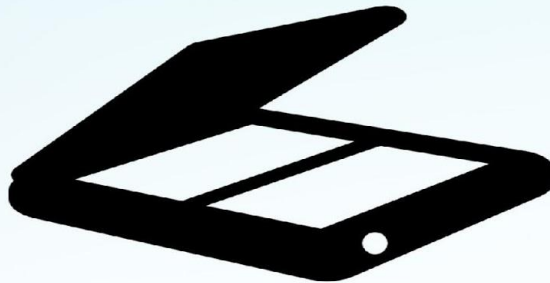
Now what?!

## **File Types**

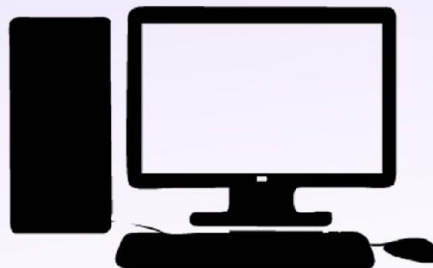
### **Camera Files (Born Digital/ HGO)**



### **Scanned Files (Digital Surrogate/ 2nd Gen)**



### **Computer Generated Files**





# Camera Files (Born Digital/ HGO)

IIQ (Phase One), 3FR (Hasselblad), DCR, K25, KDC (Kodak), CR2 (Canon), ERF (Epson), MEF (Mamiya), MOS (Leaf), NEF (Nikon), ORF (Olympus), PEF (Pentax), RW2 (Panasonic) as well as .JPEG



## How are these produced ?

These files are created within the camera, and are considered the highest generation original (similar to your traditional film negative in the past)

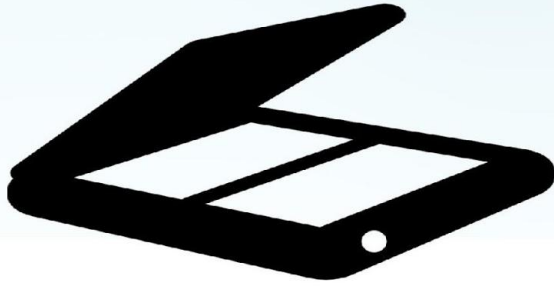
## How large are these files?

Typically these files are around 22MB each for a standard 20.2MP camera, however some of the more professional cameras such as the Canon 5DS or the Phase One A/5 can produce a 60 MB file.

## How do I manage them?

# Scanned Files (Digital Surrogate/ 2nd Gen)

TIF, JPG, PNG, GIF, PDF....



## How are these produced ?

Once the highest generation original is located, it is scanned at a designated output spec and file type. TIF is the suggested recommendation file type for long term preservation for its lack of compression or potential loss of data.

## How large are these files?

This will depend on many factors such as: size of original, output aspect ratio or resolution. Choosing TIF, or JPG will also the overall file size.

## How do I manage them?

Implementation of continuity in file name, size, and file type is advisable at this stage. You are creating your own standard at this point in the workflow.



# Computer Generated Files

TIF, JPG, PNG, GIF, PDF, DOC, EPS, AI, PSD, DNG



## How are these produced ?

Usually these files only exist in digital format, and have been derived from a program or operation system. Some examples are layered .psd (Photoshop files) that originated from 1 or multiple born digital camera files. In this case it is not a second-generation file, but a new file in parallel.

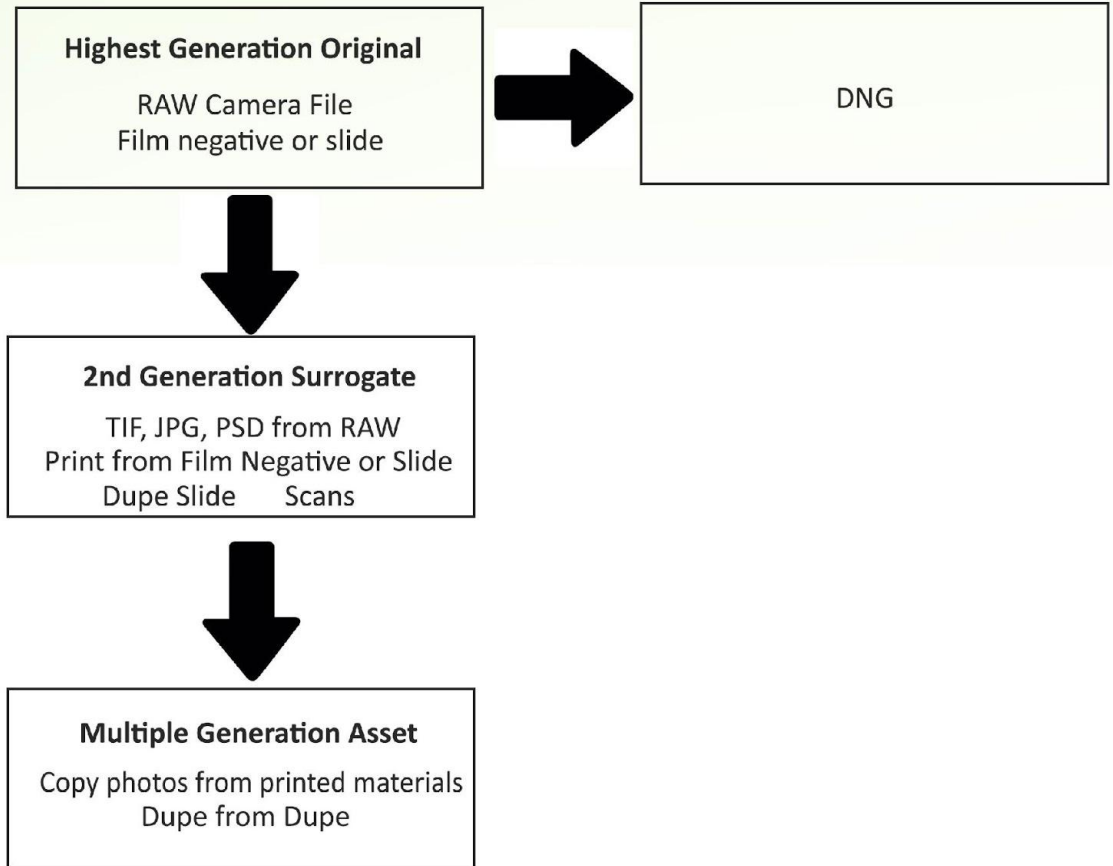
## How large are these files?

This will vary from every extreme. You might receive files from a collection that only exist as low res scanned JPG files that are 500kb. And it is not uncommon for poster 1Sheet layered PSD files to be well over 3GB each.

## How do I manage them?

In contrast to scanned files, these files can (and in most cases will) vary in size, file type, and file name(s). Recognition and determination of your collection on HGO is important in this stage before moving forward.

# Understanding what is important





# **Beginning your workflow**

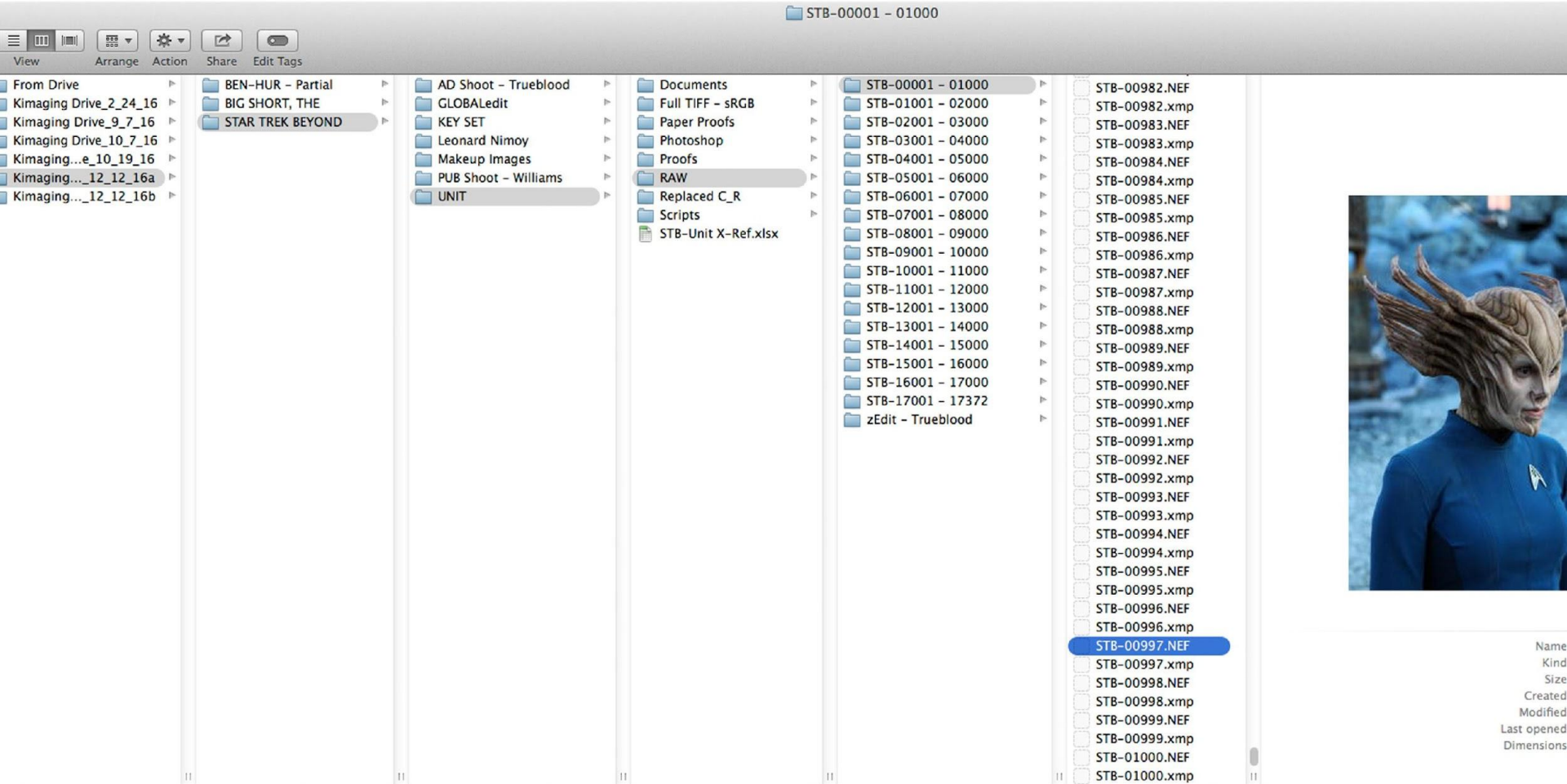
## **1.Create a WIP**

A centralized 'Work-In-Progress' repository for the collection and consolidation of your materials for processing.

# Begining your workflow

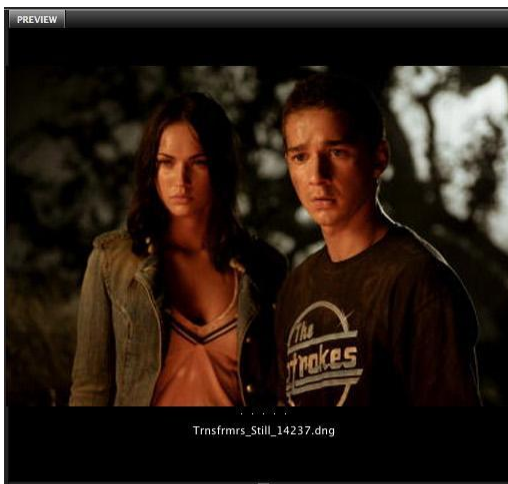
## 2.Proper folder structure

Organization of folders within your WIP is important!





PREVIEW



TrnsfrmrStill\_14237.dng

METADATA KEYWORDS

f/7.1 1/200 3504 x 2336  
-1 11.56 MB ---  
ISO 250 Untagged RGB

File Properties

Filename	TrnsfrmrStill_14237.dng
Preserved Filename	T_14237.dng
Document Type	DNG image
Date Created	7/15/06, 12:03:19 PM
Date File Modified	Today, 12:12:35 PM
File Size	11.56 MB
Dimensions	3504 x 2336
Bit Depth	12
Color Mode	RGB
Color Profile	Untagged

IPTC Core

Creator	Photo by: Robert Zuckerman	↗
Headline	Release Date: July 3, 2007	↗
Description	Sam Witwicky (Shia LaBeouf) and Mikaela Banes (Megan Fox) with Bumblebee, break from shooting.	↗
Keywords	Shia LaBeouf, Megan Fox; Behind the Scenes	↗
Date Created	7/15/06, 12:03:19 PM	↗
Sublocation	8365000	↗
City	Las Vegas	↗
State/Province	Nevada	↗
Country	United States	↗
Title	Transformers	↗
Job Identifier	34553	↗
Credit Line	Paramount Pictures	↗
Source	Born Digital	↗
Copyright Notice	Copyright © Paramount Pictures. All Rights Reserved.	↗
Rights Usage Terms	May require 3rd party clearances.	↗

Camera Data (Exif)

Exposure	1/200 s at f/7.1
Exposure Bias Value	-1
Exposure Mode	Auto
Exposure Program	Aperture priority
ISO Speed Ratings	250
Focal Length	200.0 mm
Lens	EF80-200mm f/2.8L
Max Aperture Value	f/2.8
Artist	Photo by: Robert Zuckerman
Date Time	7/15/06, 12:03:19 PM
Date Time Original	7/15/06, 12:03:19 PM
Date Time Digitized	5/5/06, 6:26:34 PM
Flash	Did not fire, compulsory mode
Metering Mode	Evaluative
Orientation	Normal
Custom Rendered	Normal Process
White Balance	Manual
Scene Capture Type	Standard
Image Description	Sam Witwicky (Shia LaBeouf) and Mikaela Banes (Megan Fox) with Bumblebee, break from shooting.
Make	Canon
Model	Canon EOS-1D Mark II N
Serial Number	415059

< Search results 

1-200 of 41331 Results ◀ 1 of 207 Pages ▶ ⚙

Keyword: Transformers    Search for: Paramount Stills Archive Search    Search in: Metadata and File Content    Title: Transformers X    Edit search    Save search

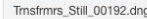

 Export
  Share
  Add to lightbox
  Copy/Move to folder
 [More](#)

 Image

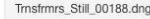
**Title** Transformers  
**Original** Born Digital  
**Production Number** 34553  
**Artist** Photographer Photo by: Phil Bray  
**Date: Imported** 01/28/2013  
**Imported By** Import, Bulk  
**Mime Type** image/dng  
**FileSize** 15 MB  
**Camera Orientation** Horizontal (normal)

 Image

**Title** Transformers  
**Original** Born Digital  
**Production Number** 34553  
**Artist Photographer** Photo by: Phil Bray  
**Date: Imported** 01/28/2013  
**Imported By** Import, Bulk  
**Mime Type** image/dng  
**FileSize** 15 MB  
**Camera Orientation** Horizontal (normal)

 Image

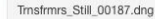
**Title** Transformers  
**Original** Born Digital  
**Production Number** 34553  
**Artist** Photographer Photo by: Phil Bray  
**Date: Imported** 01/28/2013  
**Imported By** Import, Bulk  
**Mime Type** image/dng  
**FileSize** 15 MB  
**Camera Orientation** Horizontal (normal)

 Image

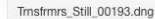
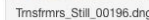
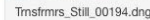
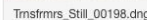
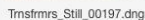
**Title** Transformers  
**Original** Born Digital  
**Production Number** 34553  
**Artist** Photographer Photo by: Phil Bray  
**Date: Imported** 01/28/2013  
**Imported By** Import, Bulk  
**Mime Type** image/dng  
**FileSize** 15 MB  
**Camera Orientation** Horizontal (normal)

 Image

**Title** Transformers  
**Original** Born Digital  
**Production Number** 34553  
**Artist Photographer** Photo by: Phil Bray  
**Date: Imported** 01/28/2013  
**Imported By** Import, Bulk  
**Mime Type** image/dng  
**FileSize** 16 MB  
**Camera Orientation** Horizontal (normal)

 Image

**Title** Transformers  
**Original** Born Digital  
**Production Number** 34553  
**Artist** Photographer Photo by: Phil Bray  
**Date: Imported** 01/28/2013  
**Imported By** Import, Bulk  
**Mime Type** image/dng  
**FileSize** 15 MB  
**Camera Orientation** Horizontal (normal)

 Image

- |                                     |       |
|-------------------------------------|-------|
| TRANSFORMERS: AGE OF EXTINCTION     | 41227 |
| Transformers                        | 41331 |
| Transformers: Dark of the Moon      | 59817 |
| Transformers: Revenge of the Fallen | 70519 |



- |               |      |
|---------------|------|
| Adam Goodman  | 11   |
| Bernie Mac    | 554  |
| Dog           | 85   |
| John Turturro | 4094 |
| Jon Voight    | 3039 |

[Show more...](#)

- Photo by: Michael Desmond 127



Thank You!