

## Overview

This Standard is about ensuring that completed work is made available in the formats required. This will apply to any work you produce that needs to be delivered to others in the workflow or to clients. This Standard should apply to anyone who is involved with delivering completed work to format.

Deliver completed work to format

---

## Performance criteria

*You must be able to:*

1.  
verify the expectations of clients and the requirements of end users using reliable sources
  - 1.1 duplicate, log and make completed work available in all formats

Deliver completed work to format

---

## Knowledge and understanding

*You need to know and understand:*

1.  
how to identify the requirements of clients and those people and organisations that will receive completed work
  - 1.1  
formats used in completed work
  - 1.2  
requirements of file formats and file conversions and handling
  - 1.3  
impact of file formats and conversions on technical quality and

SKSPP08



Deliver completed work to format

---

<b>Developed by</b>	ScreenSkills
<b>Version Number</b>	2
<b>Date Approved</b>	01 Jan 2017
<b>Indicative Review Date</b>	31 Jan 2020
<b>Validity</b>	Current
<b>Status</b>	Original
<b>Originating Organisation</b>	Creative skillset
<b>Original URN</b>	sksp08
<b>Relevant Occupations</b>	Post Production Professionals
<b>Suite</b>	Post production for Film and TV
<b>Keywords</b>	Post production; Production; Film; Tv; Format; Standards

---