

## Overview

This Standard is about ingesting, copying or scanning raw material ready for the next stage of the workflow. The electronic material resulting should be in the right format and resolution, in the right location, logged and with its security ensured. This Standard should apply to anyone who is involved with ingesting material.

## Performance criteria

*You must be able to:*

1.  
obtain information on required formats, resolution, quality,  
metadata and future uses from reliable sources
  - 1.1 resolve inconsistencies in metadata in line with specified

## Knowledge and understanding

*You need to know and understand:*

1.  
what to expect of input material, accompanying documentation  
and metadata
  - 1.1 how to handle and protect materials physically and electronically,

SKSPP17



Ingest material

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|---------------------------------|---|
| <b>Developed by</b>             | ScreenSkills  |
| <b>Version Number</b>           | 2   |
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| <b>Validity</b>                 | Current   |
| <b>Status</b>                   | Original  |
| <b>Originating Organisation</b> | Creative skillset   |
| <b>Original URN</b>             | sksp17  |
| <b>Relevant Occupations</b>     | Post Production Professionals                                       |
| <b>Suite</b>                    | Post production for Film and TV                                     |
| <b>Keywords</b>                 | Post production; Production; Film; Tv; Ingest; Material; Vfx; Lut's |

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