

Date : 1/31/2022 12:03:01 PM
From : "Paul Dulberg"
To : "Alphonse Talarico"
BCc : "Paul Dulberg" , "Tom Kost"
Subject : File formats
Attachment : Dulberg Def Doc Production POP 00001-001455 OCR (POP 000240-dragged).pdf; ATT00002.bin;

Dear Mr Talarico,

Per our phone conversation about the format of files turned over, below I try to illustrate why we need both the original/native format and a PDF of documents. The original/native format of the file should be unaltered with all metadata intact:

Word processing documents:

Attached to this email is a good example POP 000240 and in the bottom third of the document in very small type is:

5:\Main\DULBERO, PAUL\Letters\Letter to Atty Barch 3-11-13).wpd

A file with the file extension of "WPD" is a word processing document created with Corel WordPerfect. You can open a WPD document simply by double-clicking on the file if Corel WordPerfect is installed on your computer.

The original/native file format will contain the metadata intact which includes items such as a creation date, modified date, last opened date, software version, fonts, formatting, etc...

We will have to purchase the original software of each file type turned over to view the document in it's native environment should we feel the need arises.

We would also like to have a PDF of each document that we can view immediately.

PDF's create their own metadata and most likely do not retain anything from the original.

THE SAME LOGIC GOES FOR THE TYPES OF FILES LISTED BELOW and any other types of files that are not listed below:

Photographic files:

The Original/Native file format with metadata intact.

We will have to purchase the original software of each file type turned over to view the document in it's native environment should we feel the need arises.

We would also like a uncompressed, flattened or single layer .tif file format that we can view immediately.

A TIFF file is a graphics container that stores raster images in the Tagged Image File Format (TIFF). It contains high-quality graphics that support color depths from 1 to 24-bit and supports both lossy and lossless compression. TIFF files also support multiple layers and pages.

Audio files:

I have little knowledge about these file types but I do believe it is best to get both the original/native file type with the metadata intact and a more generic .WAV file type that we should be able to listen to immediately.

We can determine if we need to purchase software to listen to the native/original file once we see what file type it is.

WAV files are similar to .AIF files, which are saved in the Audio Interchange File Format (AIFF) and are more common on Macintosh systems. However, WAV files are more often saved and played on Windows computers rather than Macs.

Video Files:

Again, I have little knowledge about these file types but I do believe it is best to get both the original/native file type with the metadata intact and a more generic .MOV file type that we should be able to play immediately with a free QuickTime player.

We can determine if we need to purchase software to listen to the native/original file once we see what file type it is.

MOV

MOV is Apple's QuickTime Movie format. It is usually saved together with QT. This video format was created for movies, and it allows videographers to break down the file into diverse tracks for the storage of different types of data. A variation of MOV is used on Canon DSLR cameras.

I hope this helps,
Paul