



ESSPPI

PUB3002 - Digital Design Triage Form

ISO 9001
Publishing Services Subdivision
Scientific and Technical Editing
and Digital Design



Job # 1982	Date submitted 2006-01-31 <small>(yyyy-mm-dd)</small>	Assigned to Champagne Paul	Date assigned 2006-02-16 <small>(yyyy-mm-dd)</small>
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Process Verification of information received				
# text pages 28	# figures 5	# tables 2	# appendices 0	# paleo plates 0

	N/A	Date Completed (yyyy-mm-dd)	Name (Please print)	Signature
File maintenance				
Directory structure setup	<input checked="" type="checkbox"/>	2006-02-16	Paul Champagne	
Renaming digital files	<input type="checkbox"/>	2006-02-16	Paul Champagne	
Information analysis				
Triage and quality control	<input type="checkbox"/>	2006-02-24	Paul Champagne	
Digital photos to DI for quality check	<input type="checkbox"/>	2006-02-24	Paul Champagne	
Digital photos from DI	<input type="checkbox"/>	2006-03-03	Paul Champagne	

Comments

Completed By	Champagne Paul	Date Completed	2006-03-06 <small>(yyyy-mm-dd)</small>
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Page 2

Save Cancel

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[top](#)

Last Modified: 2006-06-08

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