Issue	Resolution	Caught By: MADCAT/Act SMART
Content/Stage identifier or Content Component Identifier is inconsistent Auth_0679000000_**xp**_fm_r1.qxd Auth_0679000000_**1p**_fm_r1.pdf Auth_0679000000_2p_01_**r1**.qxd Auth_0679000000_2p_01_**r2**.pdf	Correct error and re-link files, if necessary.	MADCAT

Incorrect file extensions used
 	
Named:
  001_Auth_0679000000_art_r1.**tif**
Should be:
  001_Auth_0679000000_art_r1.**eps**
	Re-name and save file with correct extension, re-link files as required.	MADCAT

Invalid File Extension used (i.e. qrk, tiff)	Re-name and save file with correct extension, re-link files as required.	Act SMART
Interior Quark and PDF files do not match	Unless reason for disparity stated in notes, job will be returned to DAM for correction.	MADCAT

Issue	Resolution	Caught By: MADCAT/Act SMART
Insert Art/Quark files must be separate from Interior Art/Quark file	DAM/production managers place all INSERT related files into own Live_Art and Quark folders within Interior folder.	MADCAT
Case issues (i.e. R1, DOC, QXD, EAN,CVR, FM)	Message will be "does not match any of the applicable rules for the Content/Stage Identifier. CVR should be cvr", …File Format Identifier. DOC should be doc", "…Content Component Identifier. EAN should be ean, "…Revision Identifier". (The Revision Identifier refers to the r#, the specific error will not be stated.)	Act SMART

Specs/ACL
   - incomplete
   - missing
   - information does not correspond with what is staged (i.e. art files checked off, no art files included)
	Fix discrepancies and correct the ACL to reflect what is being staged.	MADCAT

Notes
   - referring ISBN is missing
   - only Int Quark "fm" file staged yet "all" staged for PDF
   - run-on printing
	Notes should adequately reflect any special circumstances surrounding title. (All detailed notes will be included with title when imported into SMART archive.)	MADCAT

Issue	Resolution	Caught By: MADCAT/Act SMART

Files with same name but different r#s
  001_Auth_0679000000_art_**r1**.eps
  001_Auth_0679000000_art_**r2**.eps
	Cannot have two identically named files with different revision identifiers in same folder.	MADCAT

Missing Components
      - no fonts
      -    no PDF Insert when there is Quark Insert
	Missing components should be added to job folder or ACL/Notes should reflect missing components.	MADCAT

Fonts folders improperly named (i.e. Interior_Fonts not Interior fonts)	Fix folder naming error. Message will read "…Interior fonts is not an allowed subfolder."	Act SMART
"01" & "all" can't be within same folder (within one printing)	Message will read "The element 01 in Auth_0679000000_cvr_o1_r1.qxd does not match any of the applicable rules for the Content Component Identifier." All represents the entire interior text, 01 represents one piece. Either a file has everything within one file or it is broken into single files (fm, 01, bm).	Act SMART

Issue	Resolution	Caught By: MADCAT/Act SMART
Incorrect ISBN	Fix ISBN error. Message will read " The ISBN…does not match what has already been established as…"	Act SMART
Invalid Version number (i.e. r0, rI)	Correct error and re-link files, if necessary.	Act SMART
Missing element in naming convention	All file names - except Fonts - must have 6 elements. Fix naming error and re-link files, if necessary.	Act SMART

Wrong Element Identifier or combination used in file name.
Named:
  001_Auth_0679000000_**lgo**_r1.tif
Should be:
  001_Auth_0679000000_**Lgo**_r1.tif
 	
Named:
  Auth_0679000000_die_02_r1.eps
  Auth_0679000000_art_L01_r1.eps
Should be:
  Auth_0679000000_**die_a02**_r1.eps
      (or _L02_)
  Auth_0679000000_**jkt_L01**_r1.eps
	Fix naming error accordingly, re-link files if necessary.
	
	Message will read "element lgo in…does not match any of the applicable rules for the Content/Stage Identifier. lgo should be Lgo.", "element 02 in…does not match any of the applicable rules for the Content Component Identifier."
		Act SMART

Issue	Resolution	Caught By: MADCAT/Act SMART

Incorrect Content Component Identifiers
Named:
  Auth_0679000000_3p_**idx**_r1.qxd
Should be:
  Auth_0679000000_3p_**ind**_r1.qxd
	Re-name file with correct identifier, re-link files as required.
	
	Message will read "The element idx in…does not match any of the applicable rules for the Content Component Identifier."
		Act SMART

Lower case x in ISBN	Change to uppercase X.	Act SMART
Spaces within file name, front and back	Remove all extra spaces.	Act SMART
Files named correctly but in wrong folders (i.e. an Insert file - can not be in the Jacket folder)	Correct naming issues or move files to proper folder.	Act SMART
Mnemonic triggers not consistent. (i.e. two different spellings of author's name or two different author's name used within job)	Correct naming error, re-link files as required.	Act SMART