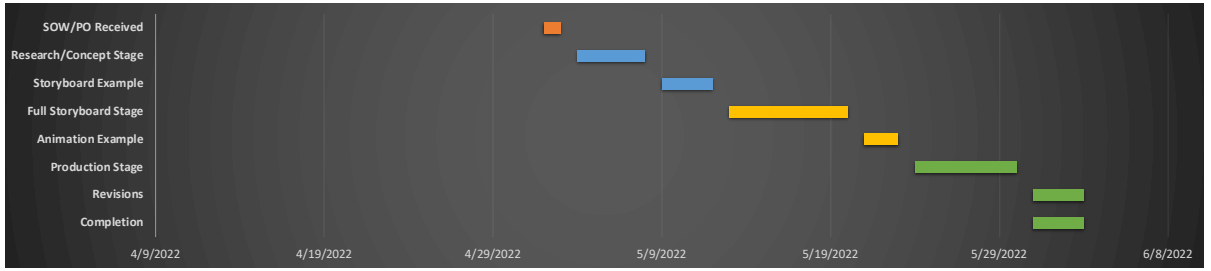
Deliverables & Timeline List

Example Project

COMPELMEDIA

Project Name:	Example Video	**Project Start:**	05.02.22
Version Date:	05.01.22	**Project Updated:**	
Number of Deliverables:	1		
Expected Completion Date:	06.03.22		
Client:	Best Client Inc.		
Client POC:	Joe Smith		
Production Company:	Compel Media		
Account Director:	Keith Jennings		
Production Manager:	Stephen Cook		

File Name	Title of Piece	Length	RES	Framerate	Codec	Audio	Platform/Use	*Delivery Date*	Notes/Special Instructions
2022_Best Client Inc_Explainer Video_16:9_24fps_1920x1080_h264.mp4	*Explainer Video - New Product Launch*	*1:00*	*1920x1080*	*24fps*	*H.264*	*320kps, AAC, 2.0*	*web embed*	*06.03.22*	

Task Name	Start (Date)	End (Date)	Duration (Days)
SOW/PO Received	5/2/22	5/3/22	1
Research/Concept Stage	5/4/22	5/8/22	4
Storyboard Example	5/9/22	5/12/22	3
Full Storyboard Stage	5/13/22	5/20/22	7
Animation Example	5/21/22	5/23/22	2
Production Stage	5/24/22	5/30/22	6
Revisions	5/31/22	6/3/22	3
Completion	5/31/22	6/3/22	3