Cabinet Office

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Government Digital Service

# Document formats for the Content Clinic

# We have a problem

It costs users money when we publish information in formats that they can’t use.

Parents are being asked to buy new software so that their children can work in formats compatible with the software used in their schools.

Small businesses are being forced to pay for additional IT because of the way government asks for information.

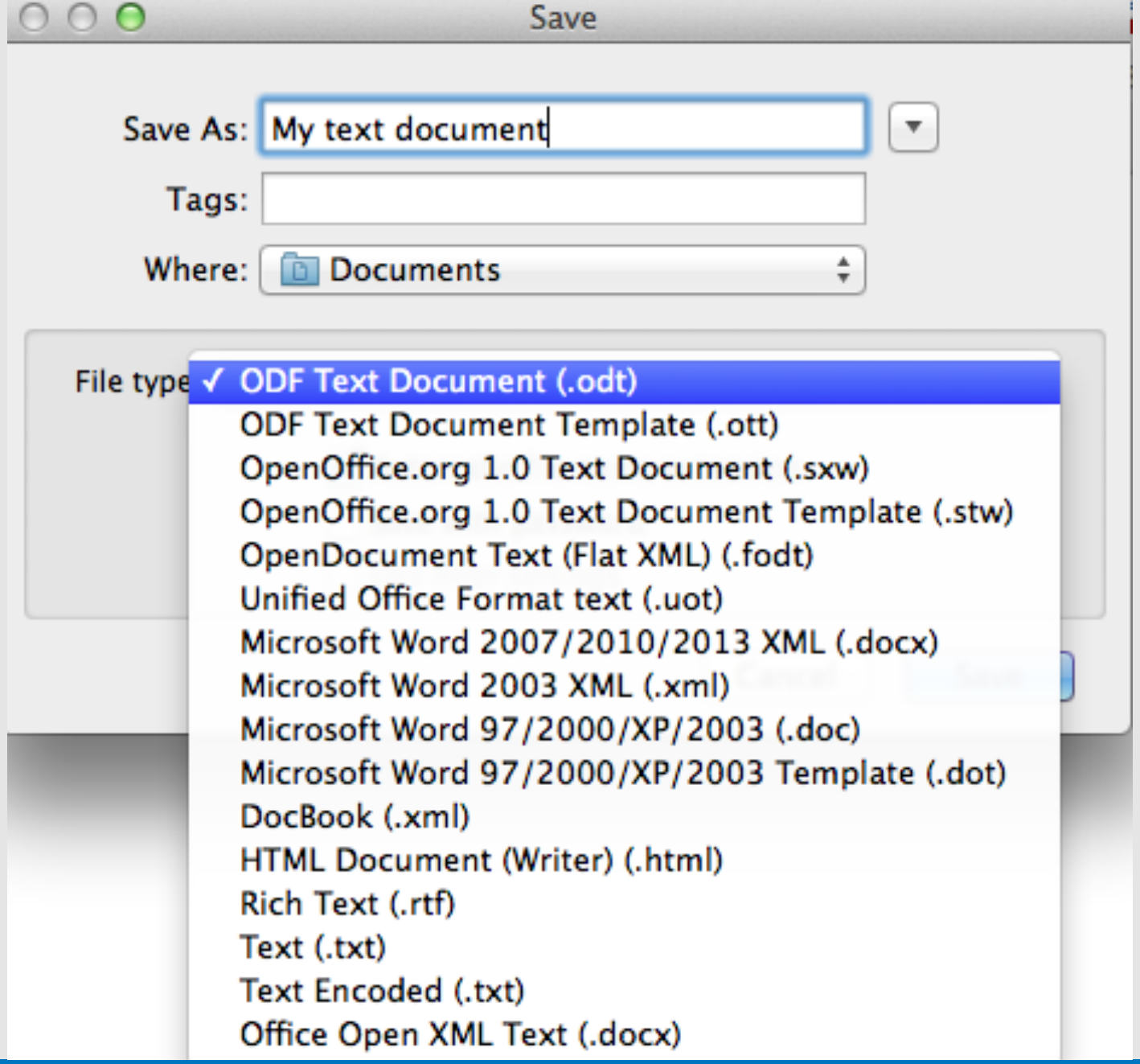
There are also problems for civil servants and public sector workers

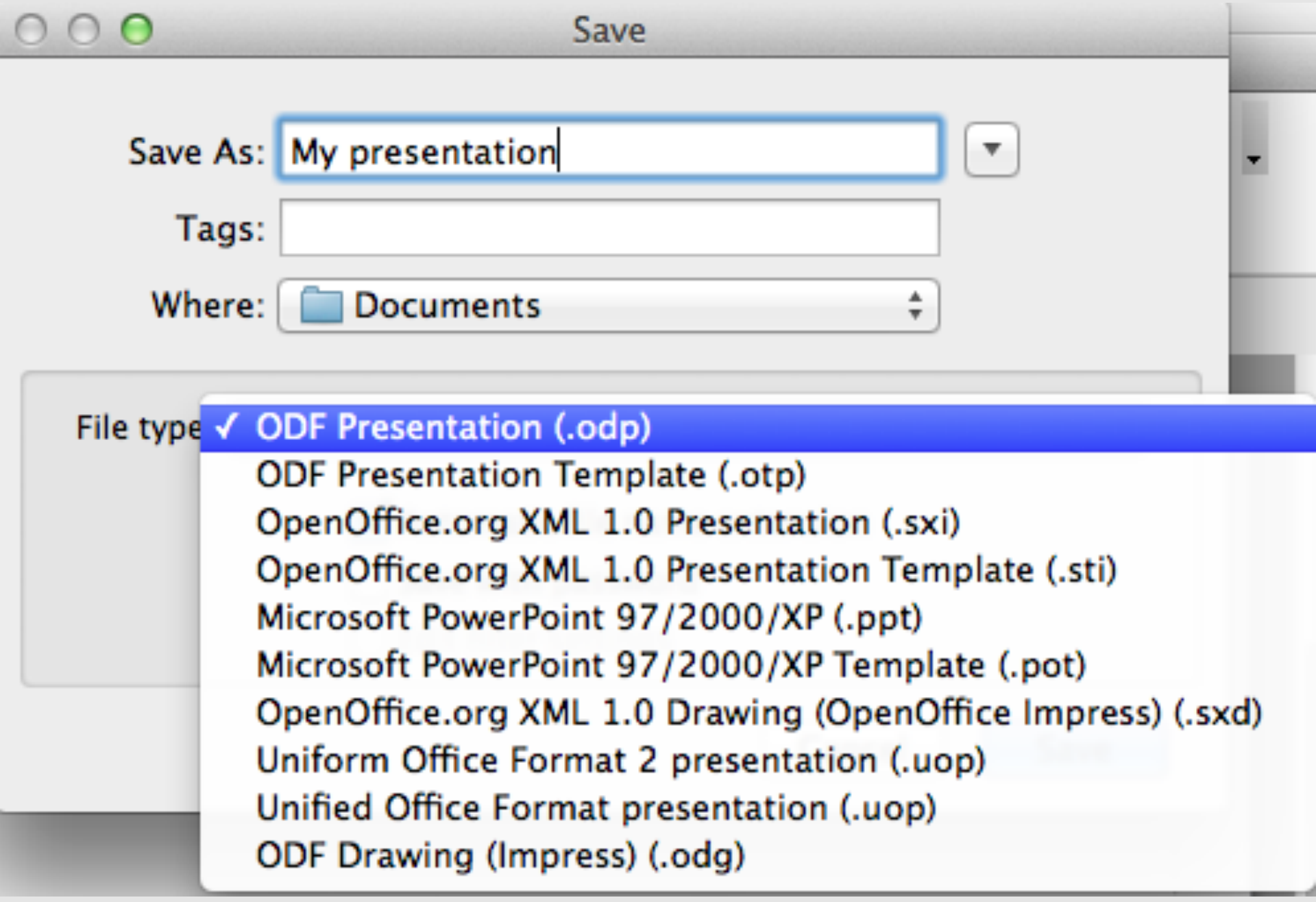
‘I can’t open this document!’

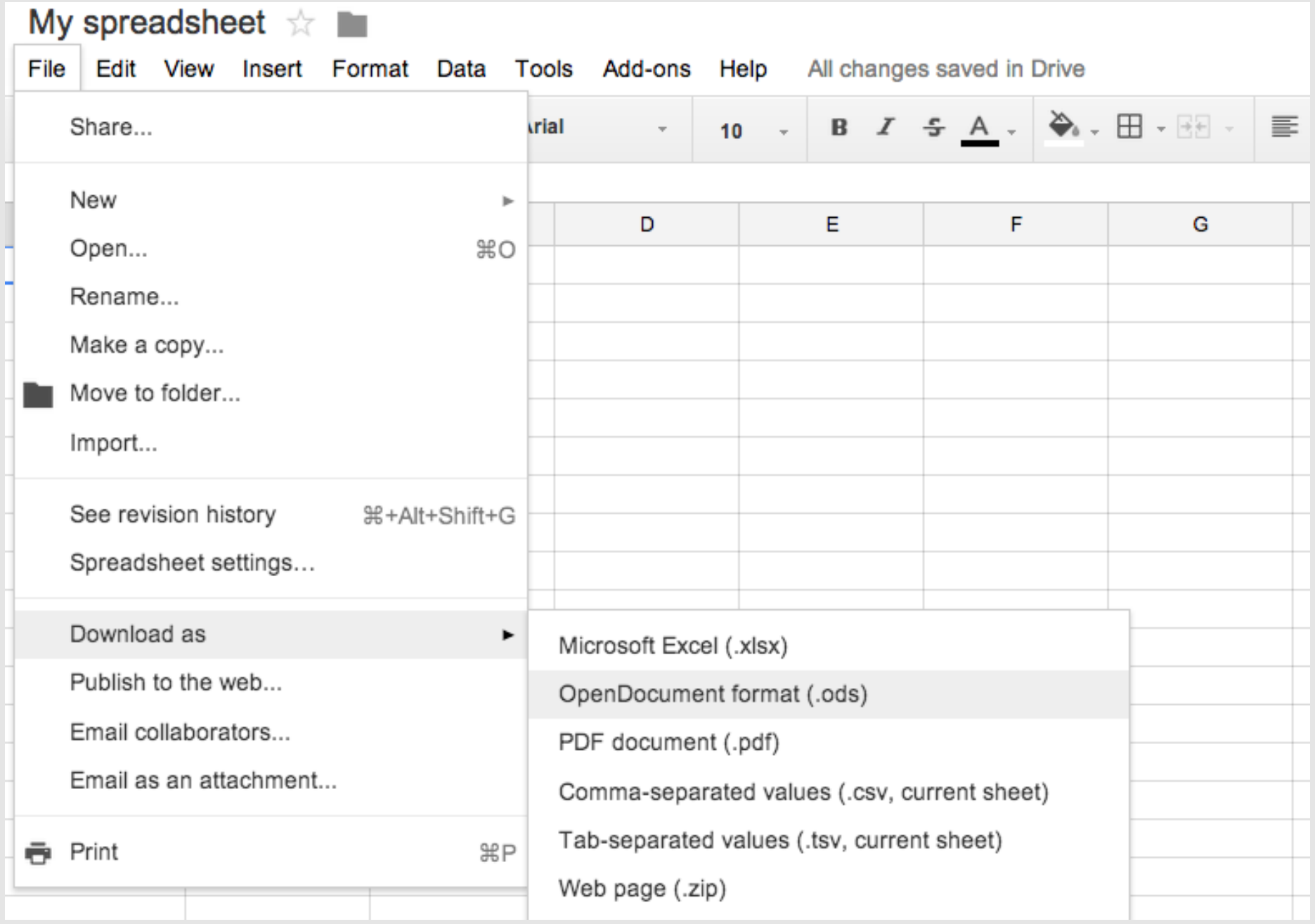
‘All the pictures in my presentation have disappeared!’

‘The text in my document has all moved around!’

# What causes the problem?


Save
Save As: My text document
Tags:
Where: Documents
File type
✓ ODF Text Document (.odt)
ODF Text Document Template (.ott)
OpenOffice.org 1.0 Text Document (.sxw)
OpenOffice.org 1.0 Text Document Template (.stw)
OpenDocument Text (Flat XML) (.fodt)
Unified Office Format text (.uot)
Microsoft Word 2007/2010/2013 XML (.docx)
Microsoft Word 2003 XML (.xml)
Microsoft Word 97/2000/XP/2003 (.doc)
Microsoft Word 97/2000/XP/2003 Template (.dot)
DocBook (.xml)
HTML Document (Writer) (.html)
Rich Text (.rtf)
Text (.txt)
Text Encoded (.txt)
Office Open XML Text (.docx)


Save
Save As: My presentation
Tags:
Where: Documents
File type
✓ ODF Presentation (.odp)
ODF Presentation Template (.otp)
OpenOffice.org XML 1.0 Presentation (.sxi)
OpenOffice.org XML 1.0 Presentation Template (.sti)
Microsoft PowerPoint 97/2000/XP (.ppt)
Microsoft PowerPoint 97/2000/XP Template (.pot)
OpenOffice.org XML 1.0 Drawing (OpenOffice Impress) (.sxd)
Uniform Office Format 2 presentation (.uop)
Unified Office Format presentation (.uop)
ODF Drawing (Impress) (.odg)


My spreadsheet
File
Edit
View
Insert
Format
Data
Tools
Add-ons
Help
All changes saved in Drive
Share...
New
Open... ⌘O
Rename...
Make a copy...
Move to folder...
Import...
See revision history ⌘+Alt+Shift+G
Spreadsheet settings...
Download as
Publish to the web...
Email collaborators...
Email as an attachment...
Print ⌘P
Microsoft Excel (.xlsx)
OpenDocument format (.ods)
PDF document (.pdf)
Comma-separated values (.csv, current sheet)
Tab-separated values (.tsv, current sheet)
Web page (.zip)
10
D
E
F
G

So what are we doing about it?

We’re building services and tools which replace many of the forms we publish...

Eligibility › About you › Partner/Spouse › Care › Education › Employment › Other money › Pay details › Declaration

# Can you get Carer's Allowance?

## Does the person you care for get one of these benefits?

You can only qualify for Carer's Allowance if the Person you care for is in receipt of one of the qualifying benefits listed below.

**Personal Independence Payment (PIP)**
At either the standard or enhanced rate of the Daily Living Component.

**The care component of Disability Living Allowance (DLA)**
At the middle or highest rate.

**Attendance Allowance (AA)**

**Constant Attendance Allowance (CAA)**
At or above the normal maximum rate as an addition to Industrial Injuries

We’re also changing the way we publish documents.

All government organisations will use the same, single format for editing documents.

# Open Document Format (ODF)

“Agreeing ODF as a common standard would be great as at present the docx vs doc vs pdf vs odf debate goes round and round and wastes a lot of time reformatting.”

When will this change happen?

# Technology leaders in departments are working out the best time for each department to switch over

OPENDOCSOCIETY

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**Simpler, clearer, faster**

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Services and information

Departments and policy

More on GOV.UK


## Services and information

This website replaces

Directgov BUSINESS LINK

**Driving and transport**
Includes car tax, MOT and driving licences

**Benefits**
Includes tax credits, eligibility and appeals

**Business and self-employed**
Tools and guidance for businesses

**Employing people**
Includes pay, contracts and hiring

**Passports, travel and living abroad**
Includes renewing passports and travel advice by country

**Education and learning**
Includes student loans and admissions

**Working, jobs and pensions**
Includes holidays and finding a job

**Housing and local services**
Owning or renting and council services

**Crime, justice and the law**
Legal processes, courts and the police

**Money and tax**
Includes debt and Self Assessment

**Births, deaths, marriages and care**
Parenting, civil partnerships, divorce and Lasting Power of Attorney

**Disabled people**
Includes carers, your rights, benefits and the Equality Act

**Citizenship and living in the UK**
Voting, community participation, life in the UK, international projects

**Visas and immigration**
Visas, asylum and sponsorship

**Environment and countryside**
Includes flooding, recycling and wildlife

“I'm delighted to see Government taking truly open standards seriously and think their swift adoption will drive much better collaboration... I look forward to supporting this change...and hope we (the Civil Service) stay the course on this one.”

Cabinet Office

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Government Digital Service

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