

Imaging in Context: Introduction to Still Image Digitization for Smaller Institutions

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Digitization Best Practices and Specification Guidelines

Minimum Digitization Capture Recommendations from the Association for Library Collections & Technical Services (ALCTS) <http://www.ala.org/alcts/resources/preserv/minimum-digitization-capture-recommendations>

Federal Agencies Digital Guidelines Initiative (FADGI)

- **Technical Guidelines for Cultural Heritage Materials** <http://www.digitizationguidelines.gov/guidelines/digitize-technical.html> This document is technically dense, but includes everything you need to know about digitization projects, including workflow information.
- **Glossary** <http://www.digitizationguidelines.gov/glossary.php> The Glossary is a useful way to understand terms used in the Technical Guidelines.

Sustainability of digital formats from the Library of Congress
<https://www.loc.gov/preservation/digital/formats/index.shtml>



Getting Started in Digitization

Digitizing your Collection, from Archives Outside <http://bit.ly/2AgWQPI>

Capture Your Collections 2012 –Small Museum Version from the Government of Canada
<http://bit.ly/2zbOjQu>

Equipment Selection for your Digitization Project from The Sustainable Heritage Network
<http://bit.ly/2iZWKIO>

Getting Started with Digitisation from DigitalNZ <http://bit.ly/2ha0ZAj>

Equipment & Software

Using digital Cameras to Preserve Historical Materials in the Field by J. Stephen Catlett, David Gwynn, Megan Coker, Rachel Sanders, from the University Libraries, University of North Carolina, Greensboro <http://library.uncg.edu/dp/cbr/Manual.pdf>

Digitisation: a simple guide for museums from the Collections Trust <http://bit.ly/2zdTi0D> Compares and contrasts flatbed scanning verses camera set up, clear and concise information on cameras.

How to Evaluate a Scanner by Derek Jenkins from digitization equipment and service vendor **Image Retrieval, Inc.** http://www.iiri.com/Libraries/Spec_Downloads/the_truth_in_numbers.sflb.ashx
Includes information on how to assess a scanner's image quality and how to understand various specifications for digitization equipment.

XnView <https://www.xnview.com/en/> Open source image processing and re-sizing application.

File Storage

LTO Consortium <https://www.lto.org/>

Packaging and Digital Preservation

Digital Preservation Handbook from the Digital Preservation Coalition <http://bit.ly/2y3tx1t>

The Open Archival Information System (OAIS) Reference Model: Introductory Guide (2nd Edition) from the Digital Preservation Coalition <http://bit.ly/2AaDvPn>

File Information Tool Set (FITS) <https://projects.iq.harvard.edu/fits/home> Technical metadata extraction tool.

BagIt file transfer specification

- Java library download from GitHub <http://bit.ly/2zdblX7>
- BagIt graphical user interface (GUI) version download (Bagger) <http://bit.ly/2iuBd6A>
- **BagIt: Transferring Content for Digital Preservation** video from Library of Congress <http://bit.ly/2zkX6zn>



Related Connecting to Collections Care Webinars

Outsourcing Digitization (2012) <http://bit.ly/2h3BAEG>

Caring for Digital materials: Preventing a Digital Dark Age (2013) 5 webinars
<http://bit.ly/2hFwSOc>

Dealing with Digital Assets (2014) <http://bit.ly/2yufCpM>

Digital Collections: A Future for Small Museums (2014) <http://bit.ly/2A7ZEOq>

