Digitisation with the aim to long-term preservation

SADI Workshop
February 2013

Ria Groenewald
Manager: Digitisation and Preservation
Department of Library Services
University of Pretoria
Ria.groenewald@up.ac.za
Vision of SADI

- To establish a National Digitisation Initiative that will engage with all the core elements of digitisation, including long-term digital preservation

http://bit.ly/15g4Pql
Why do we scan?

- Politics in Africa influence the internal management dynamic of museums and archives
- Electronic Accessibility
- Reprinting / Republishing
- Re-use (once or more?)
- Open up former closed collections
- On demand

Photographers deal in things which are continually vanishing and when they have vanished there is no contrivance on earth which can make them come back again.

~ Henri Cartier-Bresson
Copyright

• Stay clear of any copyright issues if possible
• Copyright also apply to digital preservation
• If needed, make sure CR is sorted before digitisation starts
• Document every letter and answer between office and copyright holder
• If possible, submit to collection in repository
• Store permission with archival images
Risk

- Physical object never to be at risk
- Preserve authenticity and integrity of original
- Do not violate physical or intellectual rights (property right, copyright or privacy)
- Keep collection in same order as received
Repository

- Will preserve content
- Digital objects packaged for web display
- Still need human interference
- Metadata input
- Format of input - consistency
- Display format of digital object
Data curation


http://bit.ly/13e09Dz

Digital preservation

http://www.emeraldinsight.com/content_images/fig/2800400304001.png
Core elements?

- Server
- Archival image/digital object
- Metadata
- Accompanying metadata
  - Technical
  - Descriptive
- Digital preservation (OAIS)
Benefit of Server

- Harddrives mere back-up
- Harddrives not manageable
- Server: archival software managing process
- Orchestrated back-up
- Easy to check
- Everything kept at secure place
- Cost of sustainability
What UP did

• Use guidelines available on the net
• Policy per collection or per type
• Document decision
• Zip – future as an archival object?
• TIFF or JPEG2000 – 85% lossless
• Camera settings / calibration
• Colour management
Collaboration

• One collection – many custodians
  – Decide what will work and why
  – Document decision
• Note meetings
• Understand scan settings
• Metadata
• Derivative – decisions on how much and what
• Sustainability of project and
• Digital preservation who take responsibility?
Codex Sinaiticus is one of the world's outstanding manuscripts. Together with Codex Vaticanus, it is one of the earliest extant Bibles, containing the oldest complete New Testament. This treasured codex is indispensable for understanding the earliest text of the Greek Bible, the transmission of its text, the establishment of the Christian canon, and the history of the book. Over 400 leaves survive and are held across four institutions.
Through testing, the decision was made to opt for a compromise colour. A light brown background was chosen that was close enough to the colour of the parchment to give a sense of its warmth, while reducing the show-through to a point where it rarely makes reading the page difficult.
Lessons learned

• UP theses and dissertations 2000
• Main focus online access
• Repository can go wrong
• Retrospective T/Ds
• Correct passed mistakes?
Quality Assurance

- Main task
- Do not rely on one person only
- Understand workflow
- Rejection not personal
Moving forward

- We need our archival scans for future use
- Publish in ePUB, for Kindle and other devices
- Scaleable
- Tap and slide horizontal
- Pixels much smaller
- HTML5 & CSS3
- Colour management

Thank you