

Doing digitisation

Wednesday 12 December 2018

Foyle Room, British Library Centre for Conservation
96 Euston Road
London NW1 2DB

Map: www.bl.uk/aboutus/quickinfo/loc/stp/

Digitisation can increase access to collections, provide surrogates for vulnerable originals, enable virtual reunification of collections or reveal information not available to the naked eye. But how do you know where to start? What type of image should you create, what equipment do you need, how do you prepare items for digitisation?

This training day covers the practical aspects of undertaking digitisation. It is focused on the digitisation of library and archive materials, though the principles are transferable to other formats. The day includes guidance on image specification and file formats, condition assessments, choosing equipment and file management. It includes a tour of the British Library imaging studios.

For further information about the course, please contact the Course Organiser: cpd@westdean.org.uk or +44 (0) 1243 818219.

For further information about booking, please telephone the Bookings Office: +44 (0)1243 818300.

Website: www.westdean.org.uk

Programme

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| 10.00 | Registration and Coffee on arrival |
| 10.10 | Welcome and introductions |
| 10.15 | Planning for digitisation and technical standards
Rossitza Atanassova , Digital Curator Digitisation, Collections Division, British Library |
| 11.15 | <i>Break</i> |
| 11.30 | Pre-digitisation condition assessments, British Library experience
Gayle Whitby , Digitisation Conservation Team Manager, British Library |
| 12.00 | Equipment selection and set-up
Fiona Clancy , Photographic Studio Manager, BL/QF Partnership, British Library |
| 12.30 | <i>Lunch can be purchased from the nearby British Library Terrace Restaurant</i> |
| 13.15 | Digitisation Workflow, British Library/ Qatar Partnership Digitisation Project
Sotirios Alpanis , Digital Workflow Manager, British Library |

14.45	<i>Break</i>
15.00	Document preparation and handling To be confirmed
15.30	Tour of the Conservation Studio, 6 th Floor British Library, BL/QF Digitisation Project To be confirmed , Conservation Studio Manager, BL/QF Partnership, British Library
16.00	End