Opportunities & Obstacles: Prospects of Digital Assets
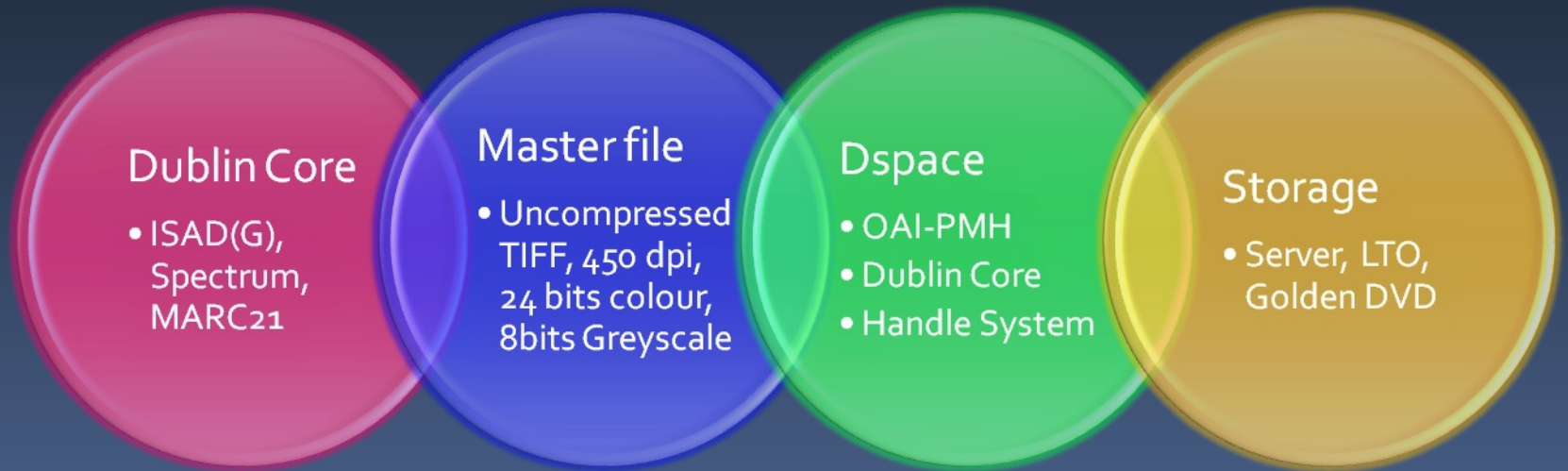
CHARTER
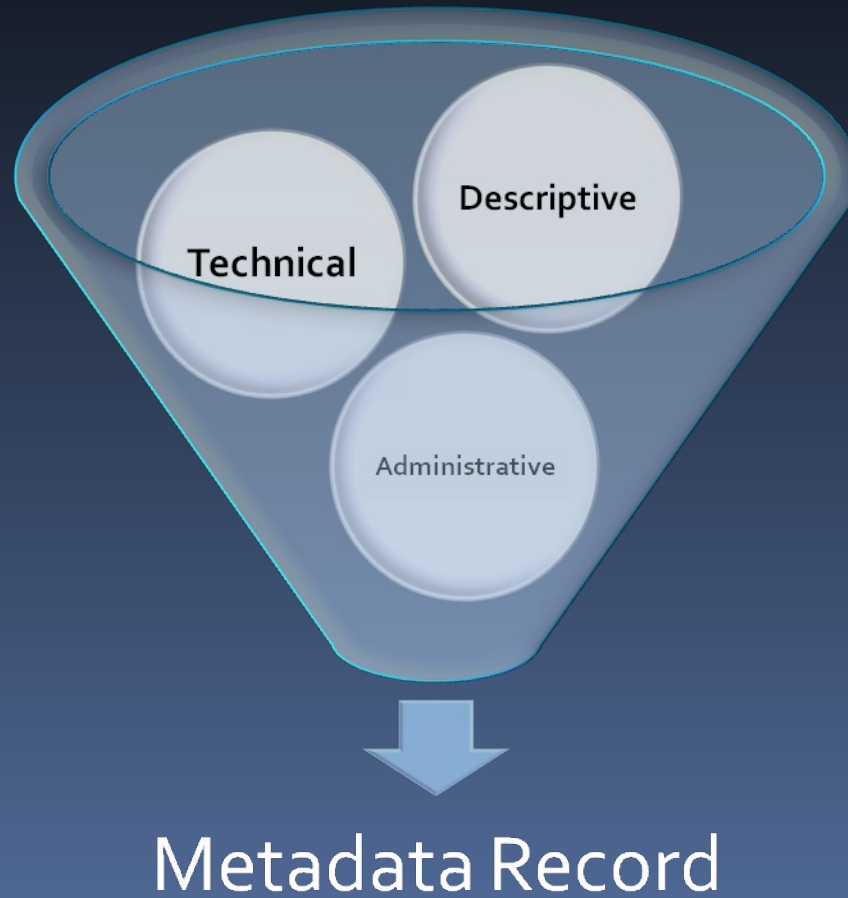
Objectives
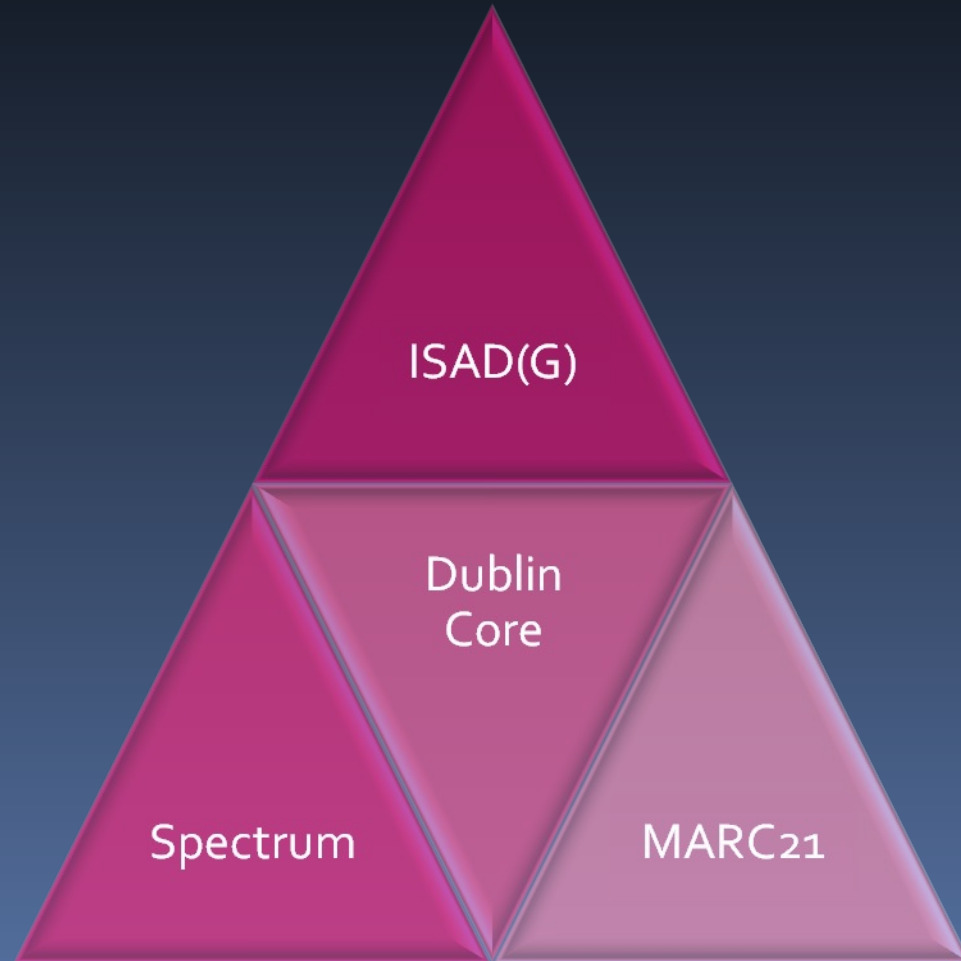
Standards

Dublin Core
- ISAD(G), Spectrum, MARC21

Master file
- Uncompressed TIFF, 450 dpi, 24 bits colour, 8bits Greyscale

Dspace
- OAI-PMH
- Dublin Core
- Handle System

Storage
- Server, LTO, Golden DVD

Metadata

Technical
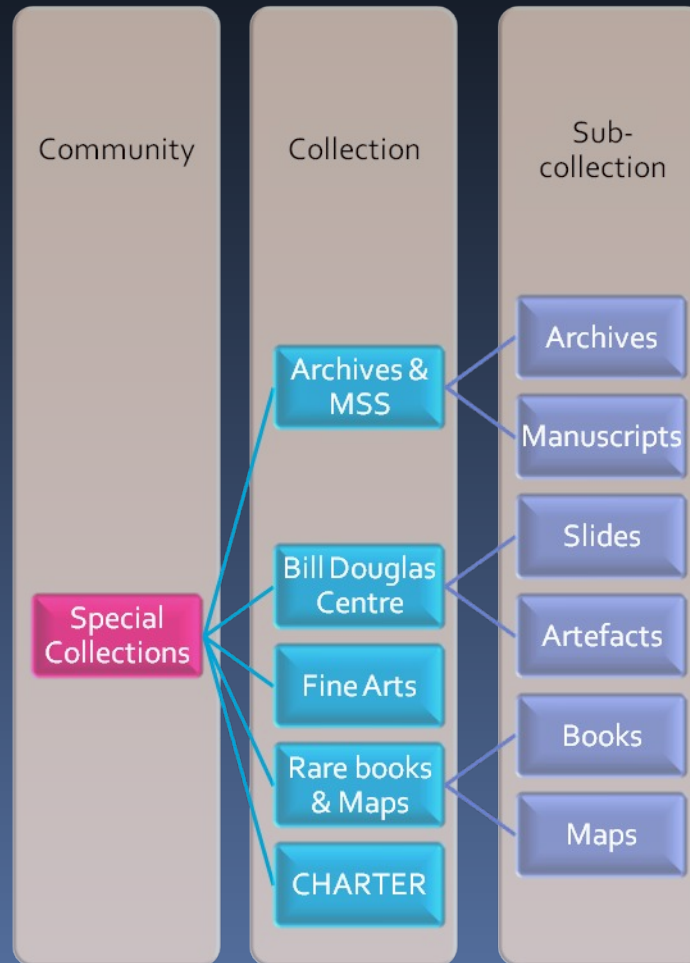
Descriptive

Administrative

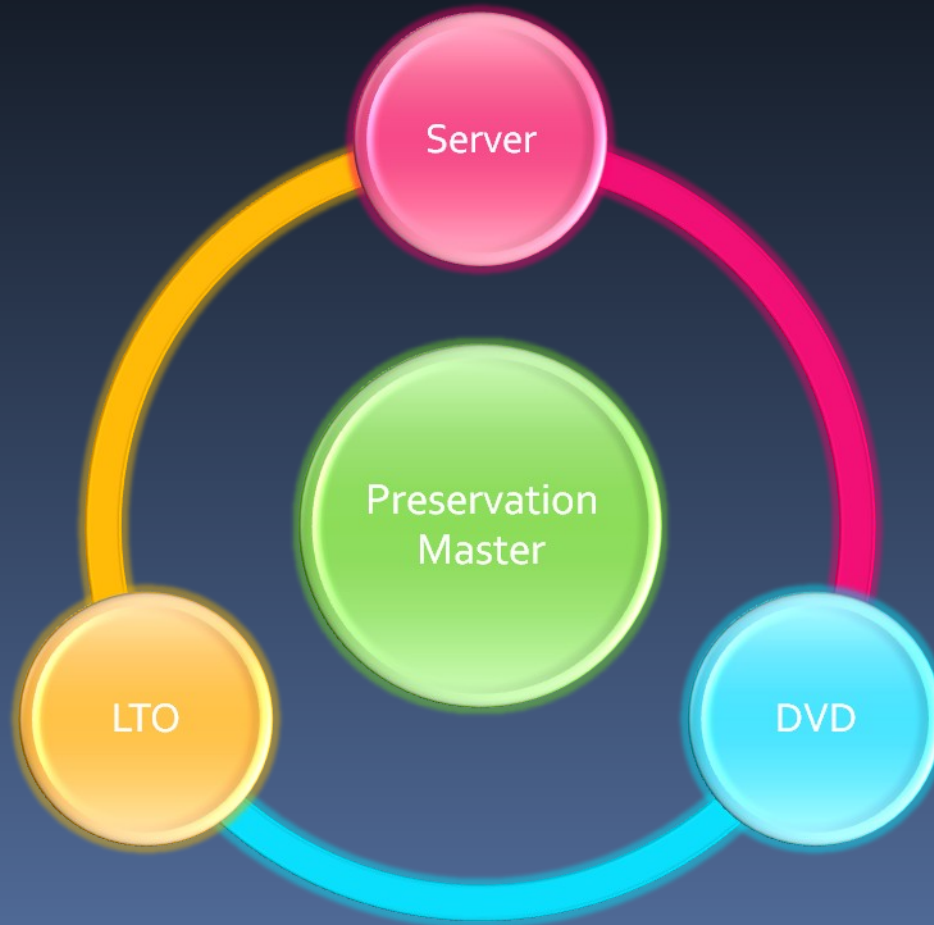Metadata Record

Descriptive Metadata

Digitisation Principles

- Best quality possible within constraints of size and projected use.
- All images will be stored in a preservation master (PM) format which is full size and uncompressed.
- Offline storage for the PM only.
- Surrogates (VU, DL and TN) will be created for delivery from PM.
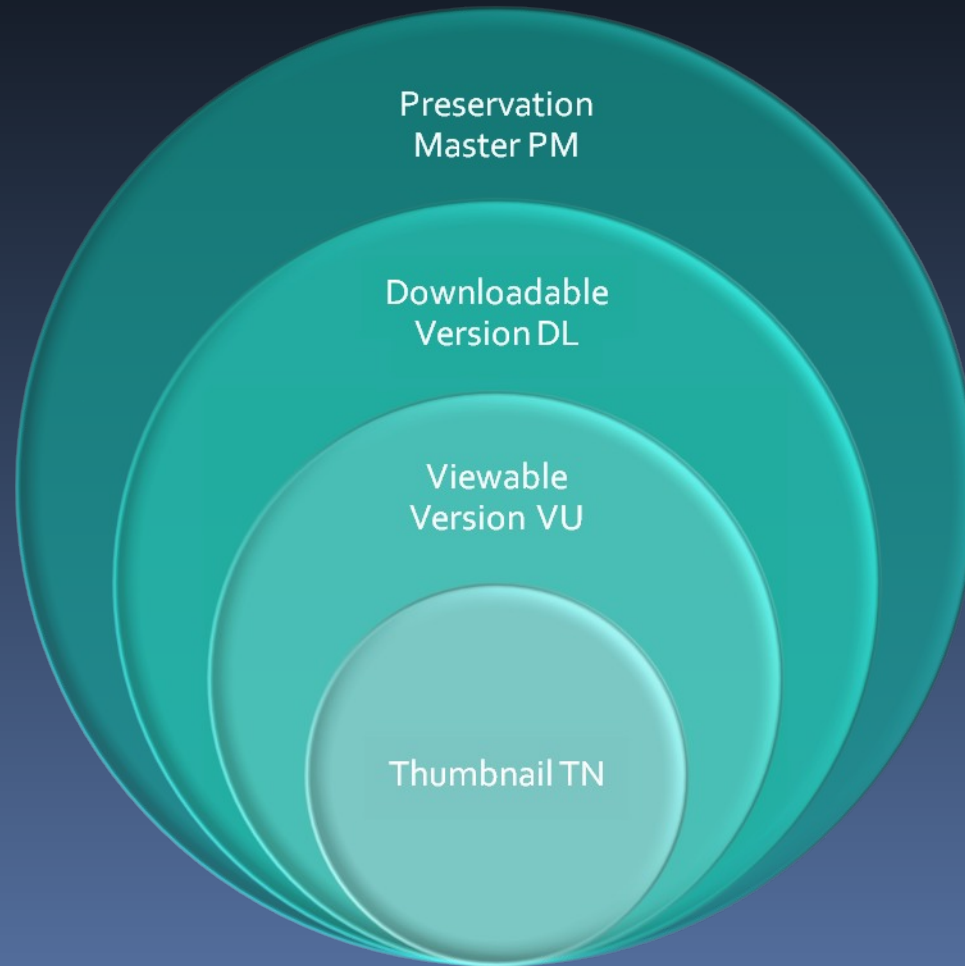- Documenting the digitisation workflow.

Repository Structure

OFF-LINE IMAGE ARCHIVE

CREATION OF SURROGATES

File Naming Conventions

Object Reference		
Archival object	Book Object	Bill Douglas Object
Reference No. EUL MS 207/2/12	Bibliographic No. b18377980	Item No. 23732
MS207_2_12	b18377980	BD023732
MS207_2_12.tiff, MS207_2_12.jpeg	b18377980.tiff, b18377980.jpeg	BD023732.tiff, BD023732.jpeg