HBCU-CUL Digital Imaging Workshop
November 13 – 18, 2005
GA Archives
Morrow, GA

Workshop Goal:
Increase HBCU library staff skills and teach techniques that promote best practices in digital imaging.

Cornell University Library is pleased to announce its digital imaging training program with funding from the Andrew W. Mellon Foundation. The program consists of an online tutorial and a one-week workshop held at the Georgia Archives in Morrow, GA. The primary goal of this program is to increase HBCU library staff skills and teach techniques that promote best practices in digital imaging.

During the workshop participants will be introduced to the **vocabulary, costs, and factors affecting quality and throughput**. The customized workshop will also include discussion of **selecting material for digitization, intellectual property issues in digitization, and methods for the dissemination and sustainability of digital collections**. Through **lectures, group exercises, and directed lab assignments**, participants will develop the means to select collections for digitization and benchmark requirements for conversion and access.

Workshop Dates:

Date: November 13 - 18, 2005

Workshop Schedule:
http://www.library.cornell.edu/iris/hbcucollections/di_schedule%5B1%5D.htm

Fee:
The Andrew W. Mellon Foundation, a private foundation, is providing substantial support for this workshop series, enabling Cornell to offer 1 person from each institution free registration, travel, and accommodations. A reduced registration fee of $750 is offered to institutions who want to send additional trainees. Transportation and hotel accommodation expenses are **not** covered by this registration fee.

Hotel: Hampton Inn, Morrow, GA 1533 Southlake Pkwy, Morrow, 30260 - (770) 968-8990. A block of 20 rooms have been reserved under the name HBCU Library Alliance.

Tutorial:
All workshop participants should review the Moving Theory into Practice tutorial before attending the workshop. The purpose of the tutorial is to ensure that participants are introduced to base-level information on the use of **digital image technology**, from conversion to presentation to preservation. It will also provide background information on **reformatting paper and film-based library and archival materials**; **demonstrate material preparation, scanning equipment, and storage media;** and **familiarize**

participants with various content types, metadata creation, and **the use of digital imaging in a networked environment.**

Content:
The online tutorial is a prerequisite to the workshop, but is also publicly accessible as a stand-alone tool.

Speakers:

Anne Kenney: AUL, Instruction, Research and Information Services, Cornel University
Peter Hirtle: Technology Strategist and CUL Intellectual Property Officer, Cornell University
Ira Revels: Project Manager, HBCU-CUL Digitization Initiative, Cornell University Library
Geri Ingram: Customer Service Specialist, DiMeMa, Inc.

Issues to be covered include:

- Selection and Intellectual Property
- Digitization
- Image Presentation and Quality control
- Metadata creation
- Image processing
- Building Collections using CONTENTdm
- Promotion and Use of Digital Collections
- Project Workflow and Management