## Digitisation definitions for collections

**CETAF** Digitisation Working Group



CETAF Joint ISTC/DWG meeting, Copenhagen, February 2018

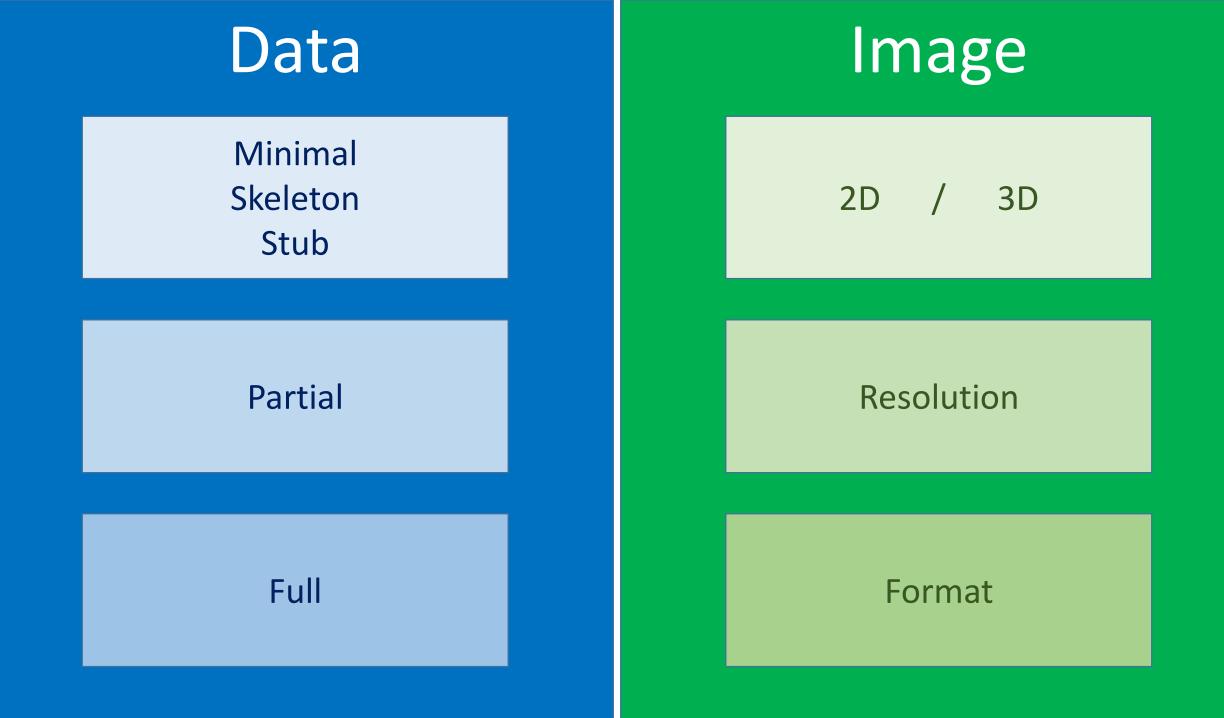
### digitization (British digitisation)

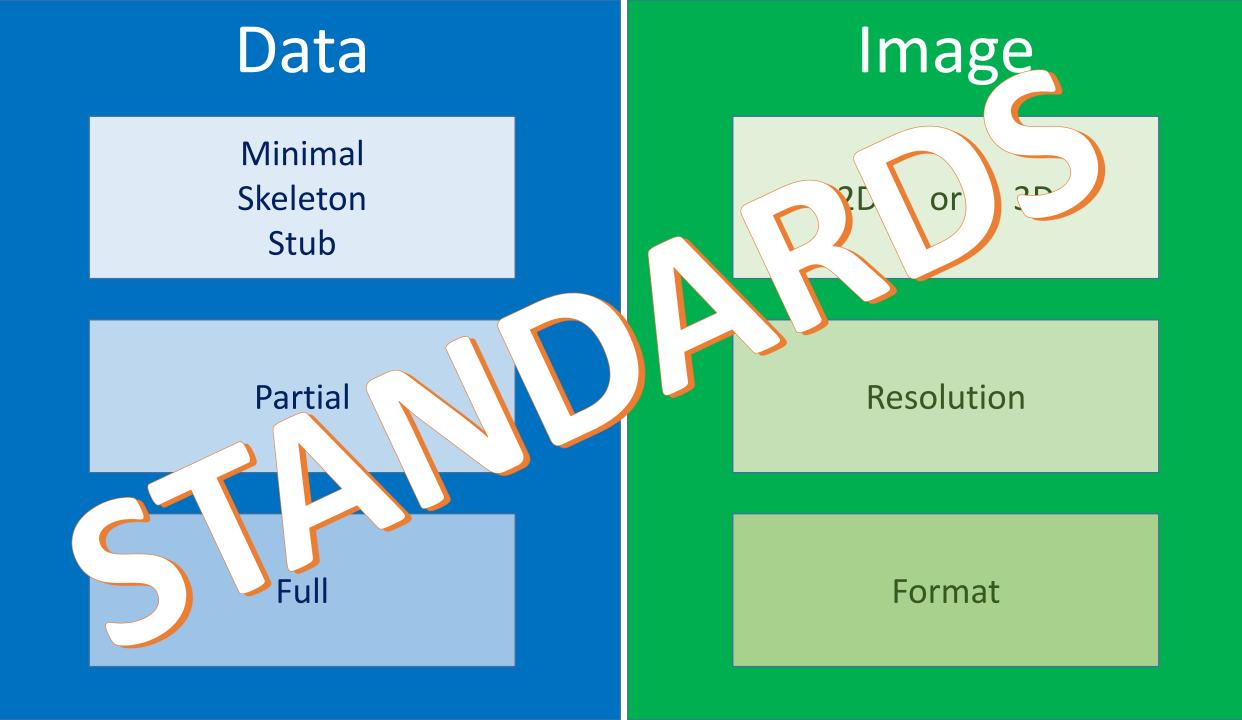
noun

The conversion of text, pictures, or sound into a digital form that can be processed by a computer.

'the digitization of the rare map collection at the library' as modifier 'digitization projects of archival material'

(Oxford Dictionaries)





# What definitions are already being used in our institutes?



#### Databased:

- 1. Minimal
- 2. Partial
- 3. Full

(each has a draft protocol recommending which fields are included)

#### Imaged:

High resolution TIFF for herbariumJPG for living collection and general photographyHigh resolution TIFF for scanned photographic slides

## Next steps

- Pull together the existing definitions being used
- Create a set of standard definitions for the most common categories
- Incorporate these standard definitions into the CETAF strategic targets



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