

DPI Microfilm Digitisation Services



Depending on format type, and quantities, DPI work with another Bureau Supplier for film scanning and we fully manage the logistics

Microfilm Type	16mm reel, 35mm reel, microfiche page, aperture
Quality of film for Digitisation	Inspect film to ensure that film is in good quality for digitisation equipment Inspect film to ensure that film is not scored or marked. Request Master Copy if available
Qty of reels/cards	tbd
Microfilm Colour	Monochrome or Colour
Page type and Page Size on frame	a rough idea of the microfilm item, eg newspaper, large volume , letter, document etc whether handwriting or text
Estimate of frames:	16mm = upto 2000 frames per reel 35mm = upto 500 frames per reel Microfiche page = Multiple frames on single sheet - provide the quantity Aperture card = single frame
Digitisation Specifications	Scan resolution 300dpi Greyscale or colour Scan to Tiff format/ Jpg format
Image Processing	None
Image naming	Images to be saved in folders that correspond with the volumes/units from which they come OR Images to be saved in folders that correspond with the Microfilm Reel Number
Aperture Card (AP) Metadata Index	We can provide metadata index capture from individual AP cards
Image Format	create a second set of jpg images No pdf file required
Watermarking	all images can be watermarked with your specific detail and logo format of watermark to be confirmed
OCR	all images, if textual, can be OCR'd and the resultant text provided as a text under the image multipage .pdf or as a separate .rtf or .doc file
Project duration	Work to be completed within X weeks of collection
Delivery	Deliver on USB external disc drive

SAMPLE: Where we can, we like to take a sample and test for film quality, scan quality, confirm the frame markers and frame intervals before we do a final quotation.

Other OPTIONS

Microfilm Reel copying service