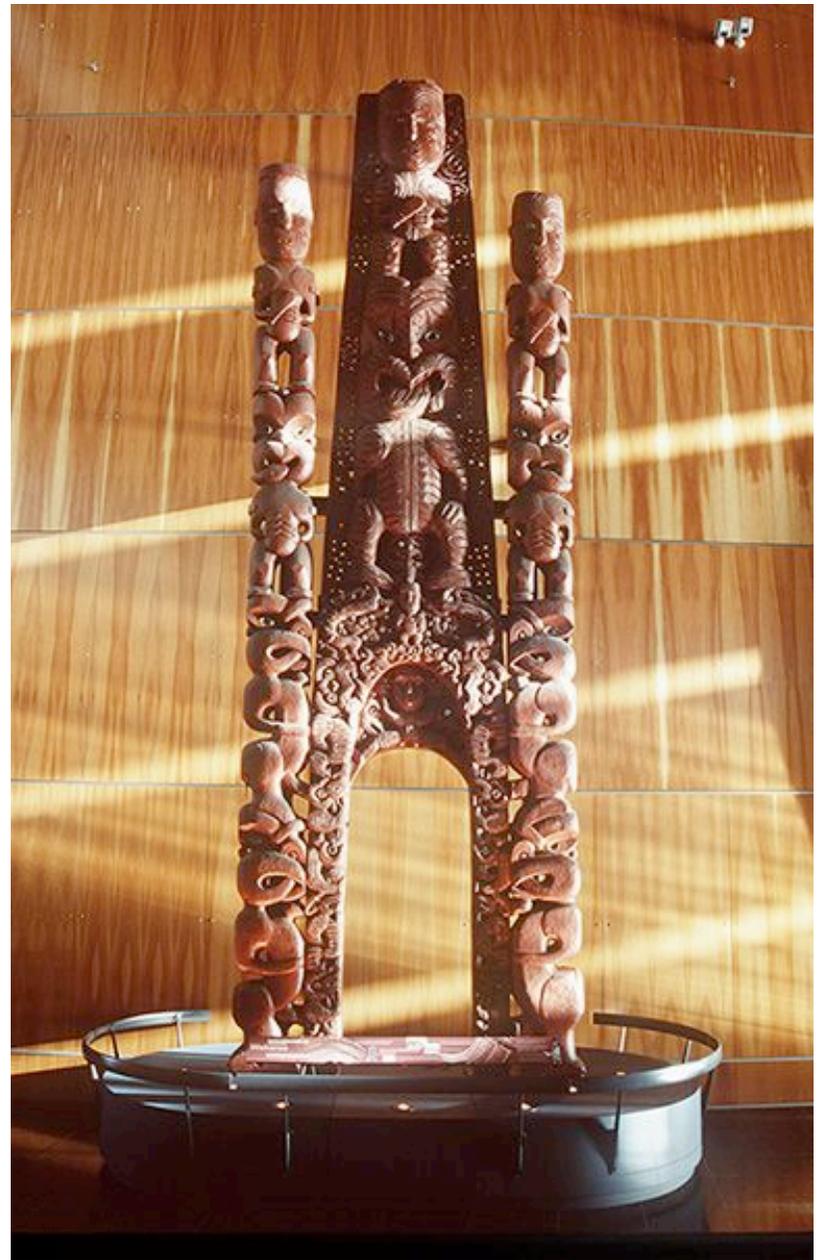


# Imaging for the future





# Getting Started

- Make sure collections are well documented before embarking on any kind of Imaging work.
- A good database will link files pertaining to collection items with image files. Work out a file naming system in advance, using the collection item number as the file name is often a good idea.

# Archiving

- Before taking digital photos, put a bit of thought into what purpose these images are to serve and how best to preserve them for future use.
- There is a concept that exists known as the “Digital Cliff”, this is the idea that because of the nature of digital media and the way that it is stored, that in time we will lose a large part of our history. This is because in a lot of cases Hard Copy doesn't exist and that with a lack of proper archiving, images and media will cease to exist due to equipment failure and or file/media reading obsolescence (remember the jaz/zip drive?).

# Archiving 2

- Decide on an image size that is going to suit all your needs. I.e. Printing, repro, E-Mail Web. Big images can be made small but not the other way around.
- Name your files in such a way that they will make sense later on or to someone else.
- Back-up important files.
- Delete unwanted files (with care).
- Archive.

# Image Integrity

- Remember that when you are representing a collection item (especially 2d items) as a digital image it is best that it faithfully represents the original, think of it as the digital master, not unlike a negative. If enhancements are made load these as separate images and state that enhancements have been made.

Original

Enhanced



# File types

- RAW (the most versatile format, but requires software and a more advanced knowledge of digital photography to use). Is often proprietary.
- TIFF or Tagged image file is an uncompressed or lossless file type ideal for print but takes up more room than JPEG, Tiff has disappeared from some cameras as the RAW format allows you to output tiff files. This is still the archive standard.
- JPEG Comes in many different qualities, most cameras will offer JPEG Fine or High Quality which is the best setting quality wise, down to LOW which has more compression and a smaller file size. (See section on JPEGs)
- Remember a large file can be made smaller but a small file will look decidedly bad if it is used at sizes beyond its physical parameters.

# File Types

- Files can be either "compressed" or "uncompressed."
- Compressed files are significantly smaller than their uncompressed counterparts and fall into two general categories: "lossy" and "lossless."  
Lossless compression ensures that all image information is preserved, so if you were to later decompress this file it would perfectly match the original uncompressed file.

# File Types 2

- Lossy compression can create file sizes that are significantly smaller, however this type of compression selectively discards image data so the compressed file will no longer be identical to the original. Visible differences between compressed files and their original are termed "compression artifacts."

# Files 3 JPEG

- JPEG files achieve a smaller file size by compressing the image in a way that retains detail which matters most, while discarding details which it deems as less important. The human eye notices slight differences in brightness more than slight differences in color, and so the JPEG algorithm preserves more of this in the image. The amount of compression achieved depends on both the content of the image and how aggressively one chooses to compress the file.

