Large Format Scanning in the Libraries

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Sponsoring Organization: George A. Smathers Libraries

Purpose and Specific Objectives:

The George A. Smathers Libraries respectfully requests **$30,500** to purchase three **ImageAccess WideTEK 44in Scanners** to be located at the Architecture & Fine Arts [AFA] Library, the Map & Imagery Library, and Library West. *The Concept Paper requested funds for two scanners initially. After soliciting student feedback, this full proposal was amended to request three scanners. The additional scanner will be located in Library West to provide increased availability during late nights and weekends, which was requested emphatically by many student respondents.*

The ImageAccess WideTEK 44in Scanner features a drum/roll fed color scanner, accommodates a wide variety of materials up to 44 inches wide, and is gentle enough for historical and fragile documents. The scanner is standalone and easy to use, because it is designed for walk-up use with intuitive, integrated software. A student with a large drawing or map will be able to select scanning parameters (dpi resolution, color, file type, etc.) and scan directly to their USB device or network drives. The scanning time is fast—up to 15 inches per second @150 DPI resolution, and the original document will come to rest in a basket located below the scanner. An attached touchscreen monitor provides optimal presentation of scan results. Using the touchscreen, students will be able to review and adjust their scanned documents with options to crop, rotate, and/or de-skew their image. A variety of output file types are supported, including PDF, PDF/A, JPEG, TIFF, PNM, multipage PDF and TIFF, and DICOM, with up to 1200 DPI resolution. For extra contrast on sepias and film-based documents, the standard black background drum can be exchanged easily without the use tools for a white drum.
Once the user has inserted a USB device, the scanner will automatically recognize it and save all scanned documents.

The scanners will be installed in convenient, accessible locations. In the AFA and Map & Imagery Libraries, each scanner will be collocated with existing computing clusters. Within Library West, the scanner likely will be installed on the second floor near other scanning equipment and service desk staff.

The project team anticipates that students and faculty will use this instructional technology tool to:

- Quickly scan large format materials such as drawings, maps, photographs, posters, epigraphic squeezes, large sheet music, etc.
- Easily share materials with collaboration partners
- Create PDF files for online teaching and learning
- Create components for raster graphic data layering, for use in GIS (geographic information systems) projects
- Streamline process for uploading digital copies of materials to Canvas and course reserves
- Digitize large format original content: class projects, drawings, hand-drawn charts, etc.
- Build digital portfolios from analog materials
- Eliminate dependence on fee-based, off-campus, commercial scanning
- Create scans of large format "library use only" and interlibrary loaned materials

Possible scenarios for use:

1. A professor from the School of Architecture requires students to make multiple hand drawings that are 24x36 inches or larger for a single collaborative studio project. Students in this class are able to walk up to the ImageAccess WideTEK 44in Scanner at the AFA Library to quickly scan and produce a high quality scan of their materials not only for their studio class but also their professional portfolios.

2. A student in the Classics department, studying Roman epigraphy (inscriptions), needs to scan fragile epigraphic squeezes, which they made while conducting field research at an ancient Roman site in Italy. With the ImageAccess WideTEK 44in Scanner, the student is able to walk over to Library West and scan their squeezes. With a digitized copy, the student is able to both reverse the image to reflect the physical inscription and share the document with other researchers in The Digital Epigraphy and Archaeology Project, a Digital Humanities project at the University of Florida.

3. A student from the School of Music is required by the professor to select a piece of music to perform as part of a class recital. As musical scores range in size from the small to the oversized, the student did not realize that they had selected a non-circulating, oversized score. With the ImageAccess WideTEK 44in Scanner in AFA Library, the student scans the sheet music and saves it to a USB drive enabling access to the score outside of the library. The student is able to rehearse the piece at home and in the studio. Furthermore, the student is able to mark up the score either digitally or on a printed copy while engaging with classmates and the professor.

4. A Digital Humanities project team wants to study the role that urban cafés have played in the evolution of modern Jewish culture. They intend to explore this topic through a

spatio-temporal lens. The team will combine geographic data and multimedia to present their project to their classmates through a story map. They locate various maps within the Map & Imagery Library relevant to their interests and are able to scan the large sheets for free on the ImageAccess WideTEK 44in Scanner available there. The scanned maps allow the team to create a multimedia project with layers of maps comparing different time periods, text, hyperlinks, and photographs of cafés and those that frequented these spaces. The project presentation allows their classmates to understand the intersection of urban spaces and Jewish culture in a new way.

5. A History student is in need of a rare map held at another institution. The map is requested through the UF Libraries Interlibrary Loan service. Once it arrives at Library West, the student is notified. When the student checks out the map, the circulation staff inform the student that the map is "IN LIBRARY USE ONLY" and cannot leave the library. Thankfully, a new ImageAccess WideTEK 44in Scanner is now available 24/7 and it is gentle enough to use on historical documents. This student is able to save a scanned image of the map onto a USB to take home for further study.

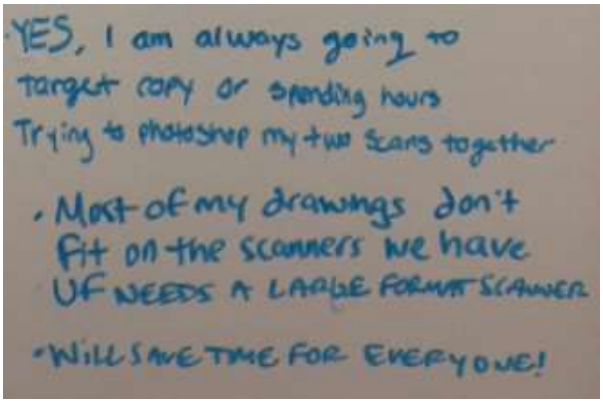
6. A graduate student that works in UF's Spatial Epidemiology & Ecology Research Laboratory (SEER Lab) is investigating the efficacy of hospitals and clinics in preventing the spread of infectious disease in Sierra Leone. The student finds a map set with eight sheets documenting Sierra Leonean medical facilities within the collections of the Map & Imagery Library. The student quickly scans all eight sheets on the ImageAccess WideTEK 44in Scanner located within the Map & Imagery Library and saves them onto a USB drive. By combining the digitized maps with spatial data documenting the distribution of disease through GIS and georeferencing, the student is able to fully address their research questions.

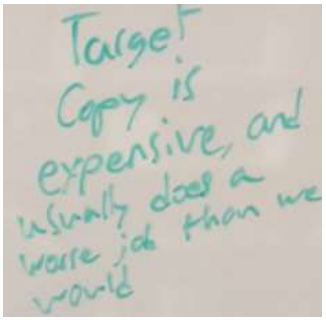
Impact/Benefit:

The UF Libraries serve nearly three million in-person visitors each year. Currently, the Libraries offer self-service digital scanning via a limited number of basic flatbed scanners and KIC BookEye scanners. The addition of Image Access WideTEK 44in Scanners at select locations will provide for easy, quick, walk-up scanning of large scale documents—a service that is not now available on campus to students. Presently, students must either spend their own funds at off-campus, commercial copy centers [$3-5 per scan, max width of 36"], often with low quality results, or spend hours using time-consuming image editing software to stitch together multiple smaller digital scans, sometimes with less than optimal results, in order to replicate the original document.

The use of the large format scanners to produce digital files is easy, fast and **free** to the students. It is very important to note that these large format scanners will have **no** fees associated with use. Users will pay absolutely nothing to use these scanners.

Student Feedback:





The project team solicited feedback [via listservs and informal whiteboards] from potential student users and received an emphatically positive response for the proposal to acquire large format scanners. Almost all comments noted that availability of this equipment would save students time and money. Most expressed interest in accessing such equipment during late night and weekend hours.

Additional benefits include:

- Avoiding $3-5 charges per scan at local commercial copy centers located off campus
- The scanning time is fast—up to 15 inches per second @150 DPI resolution
- Scanning is available immediately upon walkup—the system requires no login
- Scanning format is larger than any of the current UF Libraries' scanners
- Eliminates wait for flatbed scanners attached to library computers
- Conveniently available in three locations, up to 24 hours/day
- Ease of scanning non-book print media (drawings, maps, etc.)
- Intuitive interface – no need to have extensive knowledge of digital imaging software
- Multiple file format output options including PDF, PDF/A, JPEG, TIFF, PNM, multipage PDF and TIFF, DICOM, with up to 1200 DPI resolution
- Real-time Image editing (i.e. crop, rotate, enlarge, adjust, etc.)
- Automatic size recognition of documents so users do not have to be concerned with centering documents when scanning
- Save to USB device--scanner will automatically recognize and save all scanned documents

Sustainability
The UF Libraries have committed to absorbing recurring maintenance costs and any infrastructure upgrades needed such as port drops/activation.

Timeline:

<u>August</u>

- Receipt of Tech Fee awarded funds.
- Place orders for scanners.
- Coordinate with Library Facilities staff to identify any power or network needs at all locations and schedule work orders for any requirements.

<u>September</u>

- Coordinate with UFIT, Library Facilities, and scanner vendor to map out an installation schedule so there will be minimal disruption of services and avoidance of **critical** dates such as Midterms and/or Final Exams.

<u>October – December</u>

- Installation and testing of Large Format Scanners.
- Staff training.
- Advertising and promotion of scanner availability and locations.
- Creation of signage and instructional handouts.
- Update Library webpages and Library Guides.
- Assessment of scanner use and satisfaction.

Budget: $ 30,500
[Discounted quote provided by vendor is good through October 31, 2018. List price for individual scanners is $14,490]

The Libraries will absorb ongoing maintenance costs and any infrastructure upgrades needed such as port drops/activation.

Budget Includes:

- Purchase of three ImageAccess WideTEK 44in Scanners and the following features and services:
    - Foot pedals included for universal accessibility
    - 1200 dpi optical resolution, option for optical character recognition (OCR)
    - 44” wide and unlimited length scanning capability
    - LCD Interactive User Interface Touch Screen Monitors
    - USB Jump Drive Support
    - Delivery and installation