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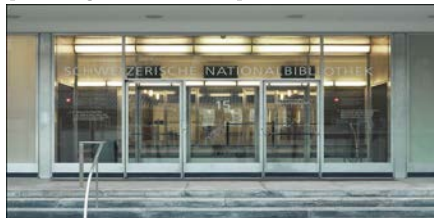
7 years of newspaper retro-digitization at the Swiss National Library

IFLA News Media Section Conference “Reviving the past and keeping
up with the future” 20.04.2016

Florian Steffen, Swiss National Library

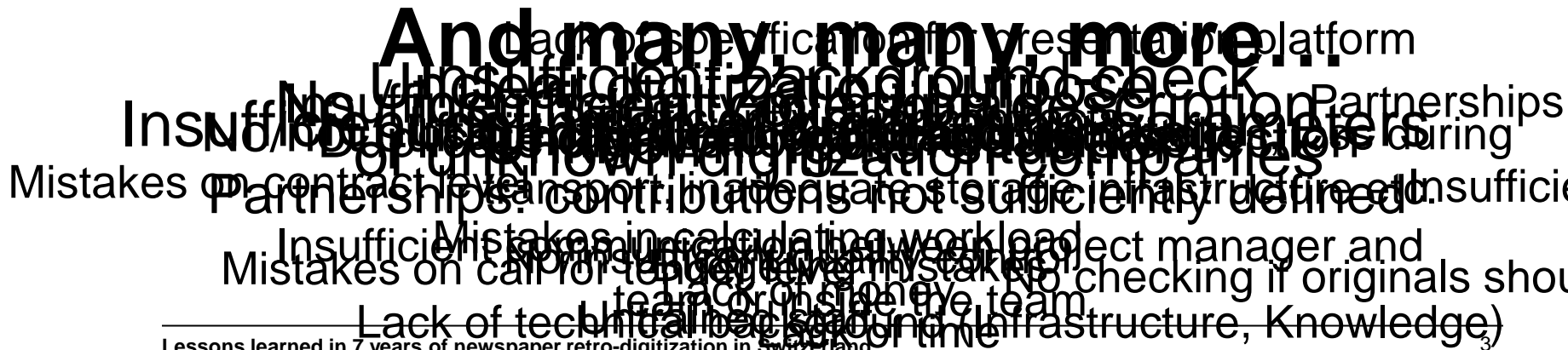
Introduction

- A young institution: founded in 1895, collection mandate : Helvetica since 1848
- Digitization goal: improve collection usability
- Digitization Department: 7 staff members (5 FTE), 15-20 simultaneous projects, partnerships





Possible mistakes in press digitization



Lessons learned in 7 years of newspaper retro-digitization in Switzerland

Florian Steffen



Lesson 1: Know your collection

- Preparation phase: from collection definition and preparation to rights clarification
- Mistake: Insufficiently detailed inventory → Lack of information
- Result → Incomplete information, wrong file- and issue-names and many more
- Result: Re-Scanning of the main part of the pages, manual corrections of the others → huge workload, increased costs



Lessons learned – solutions found

- Collect detailed collection information (bibliographic, physical information ; information about periodicity etc.)
- Solution: Define what information you need and create a model inventory

Sammlungsspezifikationen														QS	Bild- und Dossiersignatur		Detaillierte Kontrolle			Konservatorische Arbeiten				
Monat	Jahr	Bd / Monat	Sammlung	sw/f	F/A	Höhe (in cm)	Breite in cm	Anzahl S. sw	Anzahl S. f	Anzahl Seiten Fraktur	Anzahl Bände auszubinde	Anzahl Bände UB	Anzahl Bände. NB	Anzahl S. UB	Anzahl S. NB	Anzahl Stunden für QK	Name des Dossiers	Band kontrolliert?	Norm (N) / Spezial (S)	Bemerkung	Empfehlung für Stichprobe?	Bemerkung	Ausgang	Eingang
01	1898	Jan-UB	UB	sw	F	24	5	1000	0	1000	1	1	0	1000	0	3.33	DT_1898_01_01_0001	x	N					
07	1898	Jul-Dez	UB	sw	F	35	5	1000	0	1000	1	1	0	1000	0	3.33	DT_1898_07_01_0001	-						
01	1899	Jan-UB	UB	sw	F	30	4	800	0	800	2	1	0	800	0	2.664	DT_1899_01_01_0001	-						
07	1899	Jul-Dez	UB	f	F	35	2	0	400	400	0	1	0	400	0	1.332	DT_1899_07_01_0001	-						
01	1900	Jan-NB	NB	f	A	24	5	0	1000	0	1	0	1	0	1000	3.33	DT_1900_01_01_0001	-			x			Lose Seiten
07	1900	Jul-Dez	NB	f	A	30	5	0	1000	0	0	0	1	0	1000	3.33	DT_1900_07_01_0001	x	S	Enthält Beilage "Wort zum				
02	1901	März	NB	sw	F	43	5	1000	0	1000	0	0	1	0	1000	3.33	DT_1901_02_01_0001							
		Feb-						0	0	0	0	0	0	0	0	0	0							
								0	0	0	0	0	0	0	0	0	0							
								0	0	0	0	0	0	0	0	0	0							



What's solved – what's still to do

- Problems solved:
 - Normally no re-digitization due to surprises concerning original collection
 - Less time-consuming manual and automatic corrections
- Page-per-page inventory would be better but is unrealistic due to lack of resources



Lesson 2: Strengthening the contract during the test phase

- Digitization phase: from procurement and transport to storage
- Mistake: Insufficiently precise digitization parameters
- Result → misunderstandings between digitization company and NL

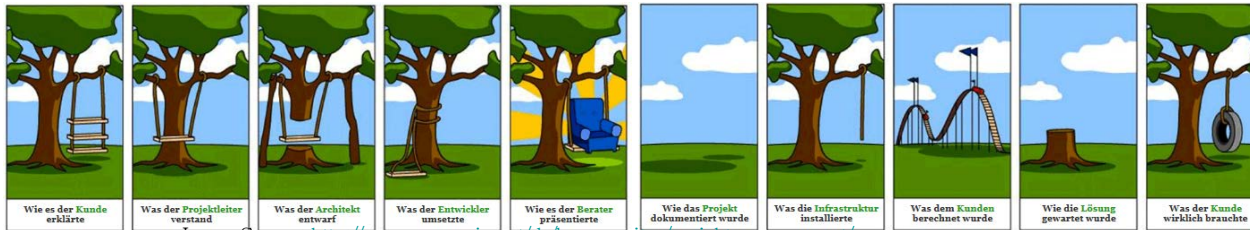
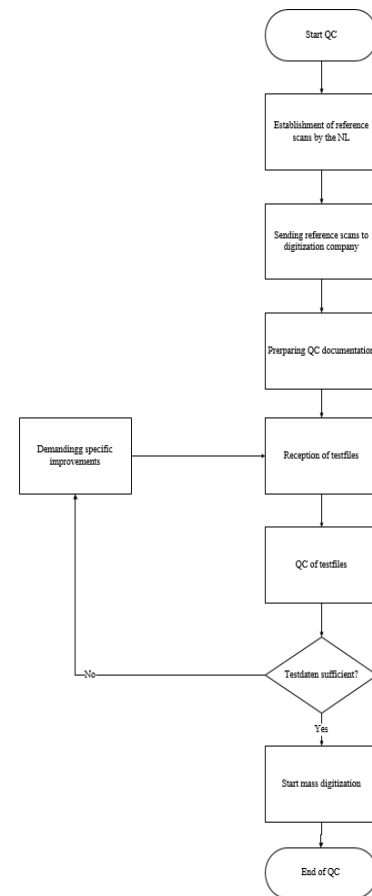


Image Source: <http://www.comexin.net/de/humor-witze/projekt-management/>

- Result: Project runs late, post scan workload + quality control workload increased

Lessons learned – solutions found

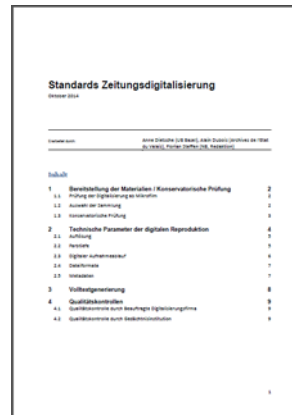
- There is always room for interpretation
→ Define the profile more precisely
- Solution 1: Define a test phase with clear criteria for acceptance
- Solution 2: Watch your schedule – always react when slippage occurs



From lessons learned to guidelines — to practical tools

Establishment of guidelines and standards:

- [Standards of Newspaper digitization](#)
- [NL digitization guidelines](#)

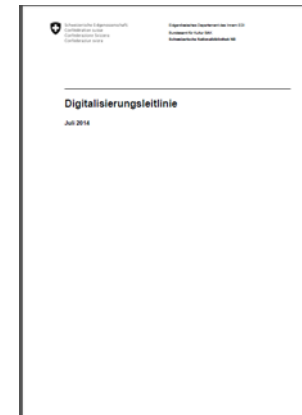


Standards Zeitungsdigitalisierung
Standart 2014

Verantwortlich: Ulrich Gysin (SRN) und Susanna Gysin (SRN)
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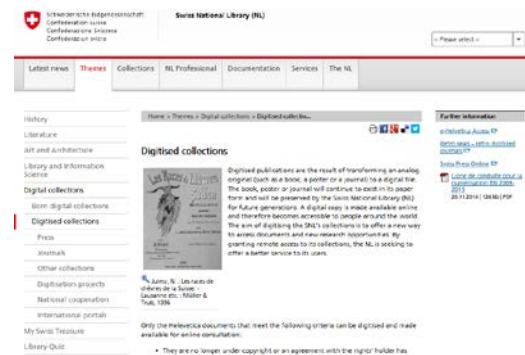
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Digitalisierungsleitlinie
Juli 2014

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How we share

- www.digicoord.ch
- www.nb.admin.ch
- Exchange of experience between memory institutions



Source: <http://convenecommunities.com/wp-content/uploads/2015/07/geared-up-for-critical-thinking.jpg>



Conclusion and perspectives

- Recognize and reflect on your mistakes
- Identify the causes
- Draw up reference documents
- Do test runs, check partial deliveries
- Accept that all this takes considerable time
- Accept that mistakes are unavoidable
- Only those who are not digitizing will not make any mistakes
- Better to have an imperfect collection online than none at all



Look at the result on



www.swisspressarchives.ch

