Scanning and/or Digitization

Scanning can be for staff and/or patrons

Digital files can be for office/personal use or for posting to an online digital collection

Questions to answers include:
- what level of tech knowledge/support is available to library staff?
- what level of support can the library provide to patrons?
- what is goal of the project?
- what is the budget of time/money? (largest constraint may be staff time rather than money - it is possible to spend a lot of money or very little money)
- if interested in an online digital collection, what level of bibliographic control and/or social sharing are you interested in?

Scanning kiosks provide a fairly pricey solution for scanning by patrons, but they can make patrons more self-sufficient.

One example is BookScan bookscanstation.com

Further Reading:

Chan, May P. "Digitizing on a Shoestring Budget"
**Regina Public Library's experience with digitizing photographs and posting them to Flickr.**
slideshare.net/maychan/digitizing-on-a-shoestring-budget-1380946

contentdm.org
**OCLC's digital collection software, "CONTENTdm." The site has links to hosted digital collections.**

LaCrone, Dave. "Digitization on a Shoestring: Basics of Scanning for Small Libraries"
**Powerpoint presentation covering key issues to be considered, with links to different implementations using different content systems.**
slideshare.net/lacronded/digitization-on-a-shoestring-scanning-for-small-libraries-1819009

Rapp, David. "Product Watch: Library Scanners"
**Describes scanners in use in libraries, many quite expensive.**
lj.libraryjournal.com/2011/06/industry-news/product-watch-library-scanners

"Scanner Reviews" pcmag.com/reviews/scanners
**Reviews of scanners for office/personal computer use.**

John Hinchcliffe -- Bloomfield College Library
973-748-9000, ext. 1336 -- john_hinchcliffe@bloomfield.edu