

# Scanning Recommendations for the MDL

## Master Images

Institutions can develop their own guidelines for creating master images based on based on accepted standards for digitization. Institutions are responsible for the long-term preservation of their digital masters.

The following are recommendations based on the practices at the University of Southern Mississippi:

Object Type	Attributes	Master Image
Text	File Format:	TIFF
	Bit Depth:	24-bit color
	Spatial Resolution:	600 ppi
	Spatial Dimensions:	100% of original
Images	File Format:	TIFF
	Bit Depth:	24-bit color
	Spatial Resolution:	600 ppi
	Spatial Dimensions:	100% of original
Negatives	File Format:	TIFF
	Bit Depth:	24-bit color
	Spatial Resolution:	1200 - 600 ppi
	Spatial Dimensions:	100% of original

## Access Images

Institutions must create lower resolution access images for uploading into ContentDM. Institutions should submit only their access images for inclusion in the Mississippi Digital Library.

The following are recommendations for access images based on the practices at the University of Southern Mississippi:

Object Type	Attributes	Master Image
Text, Image, Negative	File Format:	JPEG or JPEG 2000
	Bit Depth:	24-bit color
	Spatial Resolution:	200 ppi
	Spatial Dimensions:	100% of original