






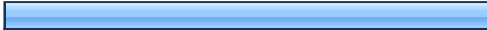






1. Does your library directly manage and resource the digitisation process?

		Response Percent	Response Count
Yes		76.9%	10
No		23.1%	3
answered question			13
skipped question			0


2. Please indicate how long your digitisation programme has been in place.

		Response Percent	Response Count
One year or less		0.0%	0
One to three years		11.1%	1
More than three years		77.8%	7
Other (please specify)		11.1%	1
answered question			9
skipped question			4




3. Please indicate the quantity of the following material types digitised in-house in the last 12 months. Please also indicate the total aggregate figure for items digitised.

		Response Percent	Response Count
Text/Documents (including printed and manuscript):		77.8%	7
Still Images (including photographs, posters, paintings, prints, drawings, maps, musical scores etc.)		55.6%	5
Audio:		55.6%	5
Video:		33.3%	3
3D Objects:		33.3%	3
Other:		33.3%	3
Total		77.8%	7
answered question			9
skipped question			4




4. Does your library have digital imaging equipment?

		Response Percent	Response Count
Yes		100.0%	9
No		0.0%	0
answered question			9
skipped question			4




5. Type of Scanner (for e.g. drum, flatbed, etc.)

			Response Percent	Response Count
	1		100.0%	6
	2		66.7%	4
	3		33.3%	2
	4		0.0%	0
answered question				6
skipped question				7




6. List the Make

			Response Percent	Response Count
	1		100.0%	6
	2		66.7%	4
	3		33.3%	2
	4		0.0%	0
answered question				6
skipped question				7




7. List the Model

			Response Percent	Response Count
	1		100.0%	6
	2		66.7%	4
	3		33.3%	2
	4		0.0%	0
			answered question	6
			skipped question	7

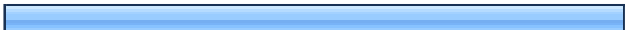


8. Indicate the number owned

			Response Percent	Response Count
	1		100.0%	6
	2		66.7%	4
	3		33.3%	2
	4		0.0%	0
			answered question	6
			skipped question	7




9. List the Make

			Response Percent	Response Count
	1		100.0%	4
	2		50.0%	2
	3		25.0%	1
answered question				4
skipped question				9

10. List the Model

			Response Percent	Response Count
	1		100.0%	4
	2		50.0%	2
	3		25.0%	1
answered question				4
skipped question				9






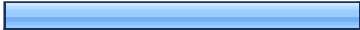
11. Indicate the number owned

			Response Percent	Response Count
	1		100.0%	4
	2		50.0%	2
	3		25.0%	1
answered question				4
skipped question				9



12. Please describe other relevant imaging equipment you use (lighting rigs, book cradles, specialised lenses etc.)

		Response Count
		3
answered question		3
skipped question		10




13. Please indicate the archival image file formats produced by the digitisation process (please select all that apply):

		Response Percent	Response Count
RAW (Manufacturer's Specification)		14.3%	1
DNG		0.0%	0
Uncompressed Tiff		71.4%	5
Jpeg		85.7%	6
Jpeg2000 (lossless)		14.3%	1
Jpeg2000 (lossy)		14.3%	1
Not Applicable		0.0%	0
Other (please specify)		57.1%	4
answered question			7
skipped question			6



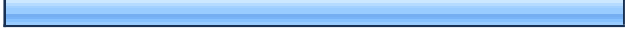
14. Does your library use audio digitisation equipment? See <http://www.jiscdigitalmedia.ac.uk/guide/equipping-an-audio-digitisation-system>

		Response Percent	Response Count
Yes		28.6%	2
No		71.4%	6
answered question			8
skipped question			0




15. Type of Device (for e.g. playback device, analogue to digital convertor, video card etc.)

			Response Percent	Response Count
1			100.0%	1
2			100.0%	1
3			100.0%	1
4			0.0%	0
answered question				1
skipped question				12




16. List the Make

			Response Percent	Response Count
1			100.0%	1
2			100.0%	1
3			100.0%	1
4			0.0%	0
answered question				1
skipped question				12

17. List the Model

			Response Percent	Response Count
1			100.0%	1
2			100.0%	1
3			100.0%	1
4			0.0%	0
answered question				1
skipped question				12








18. Indicate the number owned

			Response Percent	Response Count
1			100.0%	1
2			100.0%	1
3			100.0%	1
4			0.0%	0
answered question				1
skipped question				12



19. Please list analogue audio formats handled by your digitisation equipment (for e.g. transcription disc, cassette, vinyl, reel etc.)

	Response Count
	1
answered question	1
skipped question	12




20. Please indicate the archival audio file formats produced by the digitisation process:

		Response Percent	Response Count
WAV		100.0%	2
BWF		0.0%	0
AIFF		0.0%	0
FLAC		0.0%	0
MP3		100.0%	2
Not Applicable		0.0%	0
Other (please specify)		0.0%	0
answered question			2
skipped question			11




21. Does your library use video digitisation equipment? See <http://www.jiscdigitalmedia.ac.uk/guide/equipping-a-video-digitisation-system>

		Response Percent	Response Count
Yes		28.6%	2
No		71.4%	7
answered question			9
skipped question			0




22. Type of Device (for e.g. playback device,video card etc.)

			Response Percent	Response Count
1			100.0%	1
2			100.0%	1
3			100.0%	1
4			0.0%	0
answered question				1
skipped question				12




23. List the Make

			Response Percent	Response Count
1			100.0%	1
2			100.0%	1
3			100.0%	1
4			0.0%	0
answered question				1
skipped question				12

24. List the Model

			Response Percent	Response Count
1			100.0%	1
2			100.0%	1
3			100.0%	1
4			0.0%	0
answered question				1
skipped question				12

25. Indicate the number owned

			Response Percent	Response Count
1			100.0%	1
2			100.0%	1
3			100.0%	1
4			0.0%	0
answered question				1
skipped question				12


26. Please list the analogue video formats handled by your digitisation equipment (for e.g. reel, VHS, Betamax, etc.)

	Response Count
	1
answered question	1
skipped question	12

27. Please specify the codec and wrapper used to store digitised video produced by the digitisation process (for e.g. Jpeg2000 in MXF wrapper; DV in AVI wrapper):

	Response Count
	2
answered question	2
skipped question	11

28. Does your library carry out 3D digitisation?

		Response Percent	Response Count
Yes		0.0%	0
No		100.0%	7
	answered question		7
	skipped question		6

29. Please list the equipment used as part of the 3D digitisation process.

	Response Count
	0
answered question	0
skipped question	13

30. Please list the types of 3D objects digitised/modelled to date

	Response Count
	0
answered question	0
skipped question	13

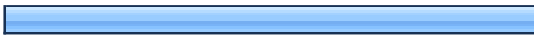





31. Please list the file formats produced as part of the 3D digitisation process.

	Response Count
	0
answered question	0
skipped question	13

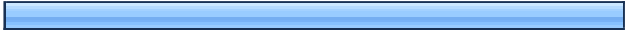




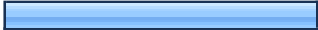
32. Approximately how much physical space is dedicated to in-house digitisation activity? (please provide in square metres)

	Response Count
	7
answered question	7
skipped question	6


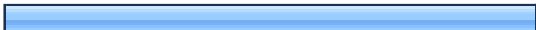
33. Please list the number of staff (FTEs) in the following roles:

		Response Percent	Response Count
Analogue Capture (for e.g. imaging)		85.7%	6
Quality Assurance		42.9%	3
Metadata Creation		85.7%	6
Manager		71.4%	5
Systems support/automation		42.9%	3
Conservation/preservation condition review & assessment		28.6%	2
answered question			7
skipped question			6

34. Please describe the skills/qualifications/years of experience associated with each role: (Free text answer - please provide as much summary information as possible)

		Response Percent	Response Count
Analogue capture (for e.g. imaging)		100.0%	4
Quality Assurance		50.0%	2
Metadata creation		100.0%	4
Manager		75.0%	3
Systems support/automation		75.0%	3
Conservation/preservation condition review & assessment		50.0%	2
answered question			4
skipped question			9

35. Please select the software tools used to track, manage, and automate the digitisation workflow and processes. Note: This should not include digital repository software unless the product includes modules for managing pre-ingest digitisation workflows

		Response Percent	Response Count
Goobi Production		0.0%	0
Filemaker Pro		14.3%	1
SharePoint		0.0%	0
Not Applicable		85.7%	6

Other (please specify) 2

answered question 7

skipped question 6

36. Please indicate the image capture software used, for e.g. device specific or dedicated image capture program.

	Response Count
	5
answered question	5
skipped question	8

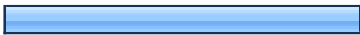

37. If OCR is deployed, please specify the application used.

	Response Count
	5
answered question	5
skipped question	8


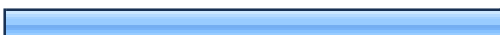
38. Please indicate any specific software tools used to edit images, for e.g. could include free open source or commercial software applications.

	Response Count
	3
answered question	3
skipped question	10

39. Does your library have existing documentation regarding in-house digitisation processes or standards?

		Response Percent	Response Count
Yes		57.1%	4
No		42.9%	3
	answered question		7
	skipped question		6



40. Are these guidelines publically available?

		Response Percent	Response Count
Yes		20.0%	1
No		80.0%	4
	answered question		5
	skipped question		8

41. Please provide the website URL linking to the documentation.

	Response Count
	1
answered question	1
skipped question	12

42. If the documentation does exist but is not publically available, are you willing to share this documentation with other CONUL members?

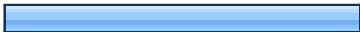

		Response Percent	Response Count
Yes		100.0%	3
No		0.0%	0

Please provide contact details (e-mail)

3

answered question	3
skipped question	10

43. Does your library provide digitisation services to 3rd-parties?



		Response Percent	Response Count
Yes		57.1%	4
No		42.9%	3

answered question	7
skipped question	6



44. Please describe the digitisation services provided by your library.

	Response Count
	4
answered question	4
skipped question	9

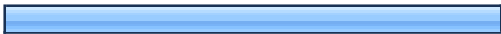
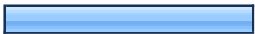



45. Which of the following types of digitisation are provided by your library? (Please select all that apply)

		Response Percent	Response Count
Text/Documents		75.0%	3
Still Images		75.0%	3
Audio		0.0%	0
Video		0.0%	0
3D Object		0.0%	0
	Other (please specify)		0
	answered question		4
	skipped question		9

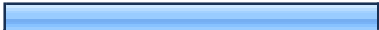


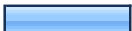
46. Does your library engage third-parties to digitise material on your behalf?

		Response Percent	Response Count
Yes		60.0%	6
No		40.0%	4
	answered question		10
	skipped question		3

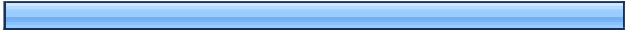

47. Which of the following best describes the 3rd-parties involved? (Please select all that apply)

		Response Percent	Response Count
A commercial company through traditional procurement		80.0%	4
A commercial company through public-private partnership		40.0%	2
A not-for-profit company (for e.g. the Internet Archive)		0.0%	0
Another unit within your parent organisation but not managed by the library (for e.g. an audio-visual service)		20.0%	1
Another public institution (for e.g. a partner on a collaborative project)		40.0%	2
Another 3rd-party		20.0%	1
answered question			5
skipped question			8








48. How regularly do you outsource digitisation? (Please select all the apply)

		Response Percent	Response Count
Irregular, one-off digitisation of small quantities		60.0%	3
Irregular projects of large quantity (for e.g. 1 project per 18 months)		40.0%	2
Regular, on-demand digitisation (for e.g. outsourced reprographic service)		20.0%	1
Continuous arrangement (for e.g. ongoing, scheduled digitisation of material)		20.0%	1
Other (please specify)		0.0%	0
answered question			5
skipped question			8





49. Please indicate the quantity of material digitised through 3rd-parties in the last 12 months:

		Response Percent	Response Count
Text/Documents (including printed and manuscript):		100.0%	5
Still Images (including photographs, posters, paintings, prints, drawings, maps, musical scores etc.)		40.0%	2
Audio		0.0%	0
Video		0.0%	0
3D Objects		0.0%	0
Other (please specify)		0.0%	0
Not Applicable		0.0%	0
answered question			5
skipped question			8

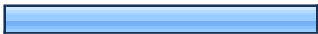

50. Please indicate which Library you are affiliated with:

		Response Percent	Response Count
Dublin Institute of Technology Library		12.5%	1
Dublin City University Library		12.5%	1
National Library of Ireland		0.0%	0
National University of Ireland Galway Library		12.5%	1
National University of Ireland Maynooth Library		12.5%	1
Queens University Belfast Library		0.0%	0
Royal Irish Academy Library		0.0%	0
University College Cork Library		12.5%	1
University College Dublin Library		0.0%	0
University of Limerick Library		12.5%	1
University of Ulster Library		0.0%	0
Trinity College Dublin Library		25.0%	2
answered question			8
skipped question			5




51. Which of the following best describes your role? (Please select all that apply)

		Response Percent	Response Count
Digital Photographer		0.0%	0
Metadata Cataloguer		0.0%	0
Archivist		12.5%	1
Systems Programmer		12.5%	1
Programme Manager		37.5%	3
Conservation/Preservation Specialist		0.0%	0
Other (please specify)		75.0%	6
answered question			8
skipped question			5

52. Which of the following best describes your role? (Please complete if two people have collaborated to complete survey. Please select all that apply)

		Response Percent	Response Count
Digital Photographer		0.0%	0
Metadata Cataloguer		50.0%	1
Archivist		0.0%	0
Systems Programmer		0.0%	0
Programme Manager		0.0%	0
Librarian/Director of Library Services		0.0%	0
Conservation/Preservation Specialist		0.0%	0
Other (please specify)		100.0%	2
answered question			2
skipped question			11

53. If you are happy for the survey team to contact you to clarify information or to follow-up with you regarding the information you have provided in your survey responses, please provide your contact details:

		Response Percent	Response Count
Name:		100.0%	8
E-mail Address:		100.0%	8
Telephone Number (optional)		75.0%	6
answered question			8
skipped question			5

Page 4, Q1. Please indicate how long your digitisation programme has been in place.

1	We have been digitisation exam papers since 1999	Dec 4, 2013 7:12 AM
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Page 4, Q2. Please indicate the quantity of the following material types digitised in-house in the last 12 months. Please also indicate the total aggregate figure for items digitised.

Text/Documents (including printed and manuscript):		
2	3264 pages (6300 pages total)	Dec 4, 2013 7:42 AM
3	450	Dec 4, 2013 7:12 AM
5	340	Dec 4, 2013 2:05 AM
6	1	Dec 4, 2013 1:59 AM
7	Over 42,000 page images	Dec 3, 2013 10:01 AM
8	Unknown at this time, yearly summary will occur after the christmas break	Dec 3, 2013 2:17 AM
9	3,322	Dec 2, 2013 8:00 AM
Still Images (including photographs, posters, paintings, prints, drawings, maps, musical scores etc.)		
2	16492 (39825 total)	Dec 4, 2013 7:42 AM
3	75	Dec 4, 2013 7:12 AM
5	350	Dec 4, 2013 2:05 AM
8	Unknown at this time, yearly summary will occur after the christmas break	Dec 3, 2013 2:17 AM
9	669	Dec 2, 2013 8:00 AM
Audio:		
2	8	Dec 4, 2013 7:42 AM
4	0	Dec 4, 2013 2:35 AM
5	10	Dec 4, 2013 2:05 AM
8	0	Dec 3, 2013 2:17 AM
9	9	Dec 2, 2013 8:00 AM
Video:		
4	0	Dec 4, 2013 2:35 AM
5	0	Dec 4, 2013 2:05 AM
8	0	Dec 3, 2013 2:17 AM
3D Objects:		
4	0	Dec 4, 2013 2:35 AM
5	0	Dec 4, 2013 2:05 AM
8	0	Dec 3, 2013 2:17 AM
Other:		

Page 4, Q2. Please indicate the quantity of the following material types digitised in-house in the last 12 months. Please also indicate the total aggregate figure for items digitised.

4	0	Dec 4, 2013 2:35 AM
5	0	Dec 4, 2013 2:05 AM
8	Unknown at this time, yearly summary will occur after the christmas break	Dec 3, 2013 2:17 AM
Total		
1	100	Dec 4, 2013 8:16 AM
2	19764 (46133)	Dec 4, 2013 7:42 AM
3	525	Dec 4, 2013 7:12 AM
5	0	Dec 4, 2013 2:05 AM
7	Approx. 45,000 total	Dec 3, 2013 10:01 AM
8	Unknown at this time, yearly summary will occur after the christmas break	Dec 3, 2013 2:17 AM
9	4,000	Dec 2, 2013 8:00 AM

Page 6, Q1. Type of Scanner (for e.g. drum, flatbed, etc.)

1		
1	Flatbed	Dec 4, 2013 7:43 AM
2	Flatbed	Dec 4, 2013 7:15 AM
3	Book Scanner	Dec 4, 2013 2:06 AM
4	Large format	Dec 3, 2013 10:08 AM
5	Flatbed	Dec 3, 2013 2:17 AM
6	flatbed	Dec 2, 2013 8:03 AM
2		
1	book scanner	Dec 4, 2013 7:43 AM
2	Scanner (A4)	Dec 4, 2013 7:15 AM
3	Flatbed	Dec 4, 2013 2:06 AM
4	Book scanner	Dec 3, 2013 10:08 AM
3		
2	Scanner (A4 &A3)	Dec 4, 2013 7:15 AM
4	Slide and film	Dec 3, 2013 10:08 AM
4		

Page 6, Q2. List the Make

1

1	I2S	Dec 4, 2013 7:43 AM
2	Book2net	Dec 4, 2013 7:15 AM
3	Zeutschel	Dec 4, 2013 2:06 AM
4	Bookeye 3	Dec 3, 2013 10:08 AM
5	Creo/Kodak	Dec 3, 2013 2:17 AM
6	Mikrotek	Dec 2, 2013 8:03 AM

2

1	Zeutschel	Dec 4, 2013 7:43 AM
2	HP	Dec 4, 2013 7:15 AM
3	Kyocera	Dec 4, 2013 2:06 AM
4	Kirtas	Dec 3, 2013 10:08 AM

3

2	HP	Dec 4, 2013 7:15 AM
4	Nikon Super Coolscan	Dec 3, 2013 10:08 AM

4

Page 6, Q3. List the Model

1

1	Suprascran A1	Dec 4, 2013 7:43 AM
2	Kiosk	Dec 4, 2013 7:15 AM
3	OS1200	Dec 4, 2013 2:06 AM
4	A1	Dec 3, 2013 10:08 AM
5	IQ Smart 2	Dec 3, 2013 2:17 AM
6	ScanMaker 1000XL	Dec 2, 2013 8:03 AM

2

1	OS15000	Dec 4, 2013 7:43 AM
2	ScanJet N8420	Dec 4, 2013 7:15 AM
3	Taskalfa 5201	Dec 4, 2013 2:06 AM
4	1200	Dec 3, 2013 10:08 AM

3

2	OfficeJet 7500A	Dec 4, 2013 7:15 AM
4	5000	Dec 3, 2013 10:08 AM

4

Page 6, Q4. Indicate the number owned

1		
1	1	Dec 4, 2013 7:43 AM
2	1	Dec 4, 2013 7:15 AM
3	1	Dec 4, 2013 2:06 AM
4	1	Dec 3, 2013 10:08 AM
5	1	Dec 3, 2013 2:17 AM
6	1	Dec 2, 2013 8:03 AM
2		
1	1	Dec 4, 2013 7:43 AM
2	1	Dec 4, 2013 7:15 AM
3	2	Dec 4, 2013 2:06 AM
4	1	Dec 3, 2013 10:08 AM
3		
2	1	Dec 4, 2013 7:15 AM
4	1	Dec 3, 2013 10:08 AM
4		

Page 7, Q1. List the Make

1		
1	DeltaPix	Dec 4, 2013 7:47 AM
2	Olympus	Dec 4, 2013 7:16 AM
3	Canon	Dec 4, 2013 2:07 AM
4	Hasselblad	Dec 3, 2013 2:22 AM
2		
3	Olympus	Dec 4, 2013 2:07 AM
4	Hasselblad	Dec 3, 2013 2:22 AM
3		
4	CANON	Dec 3, 2013 2:22 AM

Page 7, Q2. List the Model

1		
1	Infinity X-32	Dec 4, 2013 7:47 AM
2	SP800UZ	Dec 4, 2013 7:16 AM
3	Ixus 8015	Dec 4, 2013 2:07 AM
4	H3D 39MP	Dec 3, 2013 2:22 AM
2		
3	C-3040200M	Dec 4, 2013 2:07 AM
4	H4D 200MS	Dec 3, 2013 2:22 AM
3		
4	1DIII	Dec 3, 2013 2:22 AM

Page 7, Q3. Indicate the number owned

1		
1	1	Dec 4, 2013 7:47 AM
2	1	Dec 4, 2013 7:16 AM
3	1	Dec 4, 2013 2:07 AM
4	2	Dec 3, 2013 2:22 AM
2		
3	1	Dec 4, 2013 2:07 AM
4	1	Dec 3, 2013 2:22 AM
3		
4	1	Dec 3, 2013 2:22 AM

Page 7, Q4. Please describe other relevant imaging equipment you use (lighting rigs, book cradles, specialised lenses etc.)

1	Kaiser work station, lighting stand, motorised mount Kowa macro lens (for 3D objects)	Dec 4, 2013 7:47 AM
2	Camera stand	Dec 4, 2013 7:16 AM
3	Treventus robotic book scanner Zeutschel book scanner All our imaging systems operate within a formal studio photographic setup, with proper staging support and strobe lighting systems	Dec 3, 2013 2:22 AM

Page 8, Q1. Please indicate the archival image file formats produced by the digitisation process (please select all that apply):

1	pdf	Dec 4, 2013 7:19 AM
2	PDF	Dec 4, 2013 2:08 AM
3	pdf	Dec 3, 2013 10:08 AM
4	.fff	Dec 3, 2013 2:22 AM

Page 10, Q1. Type of Device (for e.g. playback device, analogue to digital convertor, video card etc.)

1		
1	Analogue to Digital Cassette Convertor (USB)	Dec 4, 2013 2:10 AM
2		
1	Digital Voice Recorder and Tripod	Dec 4, 2013 2:10 AM
3		
1	Digital Voice Recorder	Dec 4, 2013 2:10 AM
4		

Page 10, Q2. List the Make

1		
1	ION	Dec 4, 2013 2:10 AM
2		
1	Olympus	Dec 4, 2013 2:10 AM
3		
1	Sony	Dec 4, 2013 2:10 AM
4		

Page 10, Q3. List the Model

1		
1	TAPE2PC	Dec 4, 2013 2:10 AM
2		
1	WS-110	Dec 4, 2013 2:10 AM
3		
1	ICD-TX50	Dec 4, 2013 2:10 AM
4		

Page 10, Q4. Indicate the number owned

1		
1	1	Dec 4, 2013 2:10 AM
2		
1	1	Dec 4, 2013 2:10 AM
3		
1	2	Dec 4, 2013 2:10 AM
4		

Page 10, Q5. Please list analogue audio formats handled by your digitisation equipment (for e.g. transcription disc, cassette, vinyl, reel etc.)

1	Cassette	Dec 4, 2013 2:10 AM
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Page 12, Q1. Type of Device (for e.g. playback device, video card etc.)

1		
1	Analogue-to-Digital VHS Cassette Convertor	Dec 4, 2013 2:12 AM
2		
1	Playback Device (VHS)	Dec 4, 2013 2:12 AM
3		
1	Playback Device (BHS)	Dec 4, 2013 2:12 AM
4		

Page 12, Q2. List the Make

1		
1	ION	Dec 4, 2013 2:12 AM
2		
1	Mitshubishi	Dec 4, 2013 2:12 AM
3		
1	Sony	Dec 4, 2013 2:12 AM
4		

Page 12, Q3. List the Model

1		
1	Video2PC	Dec 4, 2013 2:12 AM
2		
1	BD100ns	Dec 4, 2013 2:12 AM
3		
1	SLV-SE140	Dec 4, 2013 2:12 AM
4		

Page 12, Q4. Indicate the number owned

1		
1	1	Dec 4, 2013 2:12 AM
2		
1	1	Dec 4, 2013 2:12 AM
3		
1	1	Dec 4, 2013 2:12 AM
4		

Page 12, Q5. Please list the analogue video formats handled by your digitisation equipment (for e.g. reel, VHS, Betamax, etc.)

1	VHS	Dec 4, 2013 2:12 AM
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Page 12, Q5. Please list the analogue video formats handled by your digitisation equipment (for e.g. reel, VHS, Betamax, etc.)

Page 12, Q6. Please specify the codec and wrapper used to store digitised video produced by the digitisation process (for e.g. Jpeg2000 in MXF wrapper; DV in AVI wrapper):

1	DV in AVI Wrapper	Dec 4, 2013 2:12 AM
2	Not yet in production	Dec 3, 2013 10:10 AM

Page 15, Q1. Approximately how much physical space is dedicated to in-house digitisation activity? (please provide in square metres)

1	92.3	Dec 4, 2013 7:55 AM
2	c12 square metres. This is a shared facility with students. So there is no dedicated in-house space.	Dec 4, 2013 7:31 AM
3	No dedicated space	Dec 4, 2013 2:13 AM
4	1	Dec 4, 2013 2:02 AM
5	22.5	Dec 3, 2013 10:14 AM
6	est. 65 m2	Dec 3, 2013 2:24 AM
7	10 square meters	Dec 2, 2013 8:05 AM

Page 16, Q1. Please list the number of staff (FTEs) in the following roles:

Analogue Capture (for e.g. imaging)		
1	2 FTE	Dec 4, 2013 8:00 AM
2	0.1	Dec 4, 2013 7:44 AM
3	0.5	Dec 4, 2013 2:15 AM
4	1	Dec 4, 2013 2:13 AM
5	2	Dec 3, 2013 10:15 AM
6	3	Dec 3, 2013 2:28 AM
Quality Assurance		
1	1.5 FTE	Dec 4, 2013 8:00 AM
6	assigned to all staff as component of their work	Dec 3, 2013 2:28 AM
7	1	Dec 2, 2013 8:07 AM
Metadata Creation		
1	3 FTE	Dec 4, 2013 8:00 AM
2	0.2	Dec 4, 2013 7:44 AM
3	0.5	Dec 4, 2013 2:15 AM
5	2	Dec 3, 2013 10:15 AM
6	2	Dec 3, 2013 2:28 AM
7	1	Dec 2, 2013 8:07 AM
Manager		
1	1 FTE	Dec 4, 2013 8:00 AM
2	0.1	Dec 4, 2013 7:44 AM
5	1	Dec 3, 2013 10:15 AM
6	1	Dec 3, 2013 2:28 AM
7	1	Dec 2, 2013 8:07 AM
Systems support/automation		
1	1 FTE	Dec 4, 2013 8:00 AM
2	0.1	Dec 4, 2013 7:44 AM
6	1	Dec 3, 2013 2:28 AM
Conservation/preservation condition review & assessment		
2	0.2	Dec 4, 2013 7:44 AM

Page 16, Q1. Please list the number of staff (FTEs) in the following roles:

6 0

Dec 3, 2013 2:28 AM

**Page 16, Q2. Please describe the skills/qualifications/years of experience associated with each role:
(Free text answer - please provide as much summary information as possible)**

Analogue capture (for e.g. imaging)		
1	2 years combined experience; in-house training combined with various external courses	Dec 4, 2013 8:00 AM
2	c. 2 years; although this process has been going on for some time, the individual has only been doing this work for 2 years.	Dec 4, 2013 7:44 AM
3	library assistants do the scanning, have learnt on the job as the same people do the scanning	Dec 4, 2013 2:15 AM
4	BFA photography >5 years, one junior staff member with aligned experience but not specific photographic qualification	Dec 3, 2013 2:28 AM
Quality Assurance		
1	2 years combined experience; in-house training combined with various external courses	Dec 4, 2013 8:00 AM
4	Formal QA experience with 6 sigma and TQM training, workplace experience >5 years. MBA	Dec 3, 2013 2:28 AM
Metadata creation		
1	10 years training, primarily in bibliographic cataloguing; also MODs and DC, in-house training combined with various external courses; professional librarian level qualification	Dec 4, 2013 8:00 AM
2	2004	Dec 4, 2013 7:44 AM
3	Cataloguer of over 15 years experience	Dec 4, 2013 2:15 AM
4	MSC Library Science >5 years	Dec 3, 2013 2:28 AM
Manager		
1	10 years +, Masters Degrees (Subject, LIS, Digital Humanities)	Dec 4, 2013 8:00 AM
2	6 months	Dec 4, 2013 7:44 AM
4	MBA >12 years	Dec 3, 2013 2:28 AM
Systems support/automation		
1	6 years plus, training in java, PHP, XML, SQL, etc.	Dec 4, 2013 8:00 AM
2	One year; only trained recently.	Dec 4, 2013 7:44 AM
4	MSC > 6 years	Dec 3, 2013 2:28 AM
Conservation/preservation condition review & assessment		
2	20 years plus	Dec 4, 2013 7:44 AM
4	na	Dec 3, 2013 2:28 AM

Page 17, Q1. Please select the software tools used to track, manage, and automate the digitisation workflow and processes. Note: This should not include digital repository software unless the product includes modules for managing pre-ingest digitisation workflows

1	Excel	Dec 3, 2013 10:18 AM
2	Manits and custom SQL	Dec 3, 2013 2:29 AM

Page 17, Q2. Please indicate the image capture software used, for e.g. device specific or dedicated image capture program.

1	Digibook (I2S0, Omniscan (Zeutschel), DeltaPix (Infinity X-32)	Dec 4, 2013 8:11 AM
2	Our Flatbed scanner uses TUCOS software for image capture	Dec 4, 2013 7:49 AM
3	Specific to the scanners	Dec 4, 2013 2:17 AM
4	BCS-2, Bookscan Editor, Safer	Dec 3, 2013 10:18 AM
5	Phocus Oxygen	Dec 3, 2013 2:29 AM

Page 17, Q3. If OCR is deployed, please specify the application used.

1	ABBYY finereader, tesseract, omnipage	Dec 4, 2013 8:11 AM
2	Omnipage; Tesseract installed but not used yet. Adobe Writer and Photoshop v.10	Dec 4, 2013 7:49 AM
3	OCR applied to all text documents using Adobe Acrobat Pro X	Dec 4, 2013 2:17 AM
4	Adobe Acrobat	Dec 3, 2013 10:18 AM
5	ABBYY Enterprise server	Dec 3, 2013 2:29 AM

Page 17, Q4. Please indicate any specific software tools used to edit images, for e.g. could include free open source or commercial software applications.

1	adobe cs6, gimp	Dec 4, 2013 8:11 AM
2	n/a	Dec 4, 2013 2:17 AM
3	Photoshop	Dec 3, 2013 2:29 AM

Page 20, Q1. Please provide the website URL linking to the documentation.

1	available on demand some stanaards BP available via Europeana and DRI	Dec 3, 2013 2:31 AM
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Page 20, Q1. Please provide the website URL linking to the documentation.

documentation sites

Page 21, Q1. If the documentation does exist but is not publically available, are you willing to share this documentation with other CONUL members?

1	caleb.derven@ul.ie	Dec 4, 2013 8:11 AM
2	mlynch@nuigalway.ie	Dec 3, 2013 10:19 AM
3	library@ria.ie	Dec 2, 2013 8:08 AM

Page 23, Q1. Please describe the digitisation services provided by your library.

1	We offer selective digitisation services to regional cultural heritage institutions (historical societies, museums, etc.) as well as services for members of the academic community.	Dec 4, 2013 8:13 AM
2	asdf	Dec 4, 2013 2:12 AM
3	Chapter scans for Blackboard. Scans of archival materials for scholarly researchers and some others.	Dec 3, 2013 10:20 AM
4	Some small project work for another public sector institution. We are currently reviewing if we want to repeat the activity but are currently leaning away from this activity as a result of human resource limitations	Dec 3, 2013 2:32 AM

Page 25, Q1. Which of the following best describes the 3rd-parties involved? (Please select all that apply)

1	Photographer	Dec 2, 2013 8:12 AM
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Page 25, Q3. Please indicate the quantity of material digitised through 3rd-parties in the last 12 months:

Text/Documents (including printed and manuscript):		
1	16,600	Dec 4, 2013 7:55 AM
2	3000 pages approx.	Dec 4, 2013 4:48 AM
3	unknown	Dec 3, 2013 2:33 AM
4	3,322	Dec 2, 2013 8:12 AM
5	1500 theses	Nov 26, 2013 1:07 AM
Still Images (including photographs, posters, paintings, prints, drawings, maps, musical scores etc.)		
3	unknown	Dec 3, 2013 2:33 AM
4	118	Dec 2, 2013 8:12 AM
Audio		
Video		
3D Objects		
Other (please specify)		
Not Applicable		

**Page 26, Q2. Which of the following best describes your role?
(Please select all that apply)**

1	Sublibrarian	Dec 4, 2013 8:14 AM
2	Librarian with responsibility for Digital Collections	Dec 4, 2013 7:59 AM
3	Librarian	Dec 4, 2013 4:50 AM
4	Manager of the Central Services Unit, digitisation just one of many responsibilities	Dec 4, 2013 2:19 AM
5	Deputy Librarian/Manager with responsibility for digitisation	Dec 2, 2013 8:14 AM
6	Sub Librarian	Nov 26, 2013 1:09 AM

**Page 26, Q3. Which of the following best describes your role?
(Please complete if two people have collaborated to complete survey. Please select all that apply)**

1	Digital Humanities Support Officer and; Library Technician	Dec 4, 2013 7:59 AM
2	Sub Librarian	Nov 26, 2013 1:09 AM

Page 26, Q4. If you are happy for the survey team to contact you to clarify information or to follow-up with you regarding the information you have provided in your survey responses, please provide your contact details:

Name:		
1	Caleb Derven	Dec 4, 2013 8:14 AM
2	Val Payne	Dec 4, 2013 7:59 AM
3	Crónán Ó Doibhlin	Dec 4, 2013 4:50 AM
4	Yvonne Desmond	Dec 4, 2013 2:19 AM
5	Mike Lynch	Dec 3, 2013 10:21 AM
6	Tim Keefe	Dec 3, 2013 2:34 AM
7	Petra Schnabel	Dec 2, 2013 8:14 AM
8	Miriam Corcoran	Nov 26, 2013 1:09 AM
E-mail Address:		
1	caleb.derven@ul.ie	Dec 4, 2013 8:14 AM
2	val.payne@nuim.ie	Dec 4, 2013 7:59 AM
3	c.odoibhlin@ucc.ie	Dec 4, 2013 4:50 AM
4	yvonne.desmond@dit.ie	Dec 4, 2013 2:19 AM
5	mlynch@nuigalway.ie	Dec 3, 2013 10:21 AM
6	keefet@tcd.ie	Dec 3, 2013 2:34 AM
7	p.schnabel@ria.ie	Dec 2, 2013 8:14 AM
8	miriam.corcoran@dcu.ie	Nov 26, 2013 1:09 AM
Telephone Number (optional)		
1	061234989	Dec 4, 2013 8:14 AM
2	01-7086694	Dec 4, 2013 7:59 AM
3	0843199417	Dec 4, 2013 4:50 AM
4	4027807	Dec 4, 2013 2:19 AM
6	896 2888	Dec 3, 2013 2:34 AM
7	01-6762570	Dec 2, 2013 8:14 AM