FLORIDA INTERNATIONAL UNIVERSITY
L I B R A R I E S

Digital
COLLECTIONS CENTER

Technical Feasibility Criteria

A. Material Handling requirements

- Does condition of source material require preservation treatment before digitization?
- Does condition and format of source materials allow them to be digitized safely?
- Does condition of originals require rehousing for safe digitization?
- Can source materials be disbound?

B. Conversion considerations

- Are intermediates, such as microfilm or slides, available and in good condition?
- Does the material require special consideration (e.g., materials that require unusually high resolution; materials for which fidelity to original color is essential; oversize items; three-dimensional objects; items with poor legibility)
- How will people use the digital versions (what level of image quality does that imply?)
- Will digital reproductions will display/render well?
- Will digital reproductions will be delivered with reasonable speed?
- Will public stations in Libraries need to be upgraded/changed to support use of these files?

C. Digital Preservation

If the digital resources are deemed to be of long-term value, provision must be made for archiving and maintenance of images through time and technological change.

- Is there institutional commitment to the on-going management and preservation of these files?

D. Financial considerations

- What are the expected costs of total cost of image acquisition (selection, preparation, capture, indexing, and quality control)? Are there funds to support this effort?
- Are cataloging, processing and related organizational work already accomplished, or do they need to be accomplished as part of the project?
- Are there staff and resources to support creation of appropriate metadata relating to document identification, technical capture information, provenance, and easy navigation within the information resource
- Does the collection meets interests of funding agencies?

E. Organizational considerations

- Will the digital collection generate institutional prestige?
- Will the digital collection achieves consonance with consortial and national digital initiatives?
- Does the digital collection have marketability?