



IMAGE DIGITIZATION WORKSTATION

There are a number of devices and software available that can help you digitize and edit photographs. Because many institutions have high quality images of historic and cultural value, it is important to select hardware that will capture a great deal of detail and the appropriate software to edit and organize the digitized material. This equipment purchasing guide outlines some of the image digitization hardware and software available on the market needed to set up an image digitization workstation.

IMAGE DIGITIZATION HARDWARE

The device listed below captures an image and converts it to a digital file that can be viewed on a computer. While many devices on the market can scan prints and textual documents, the Epson Expression 12000XL is flexible, durable, and produces a high quality image.

- **Epson Expression 12000XL - Graphic Arts - Flatbed Scanner:**
<https://epson.com/For-Work/Scanners/Photo-and-Graphics/Epson-Expression-12000XL-Graphic-Arts-Scanner/p/12000XL-GA> (prices are subject to change)
Pros: Large scanner bed, attachments for slides and negatives, high quality.
Cons: Expensive.

DIGITAL CAMERA HARDWARE

See the “Digital Camera Based Imaging Workstation” resource on the Sustainable Heritage Network in the [Photographs and Images](#) category.

IMAGE EDITING SOFTWARE

Image digitization requires software to make minor edits and export images according to the specifications for your archival masters and access copies. In addition, some software, such as Lightroom and Adobe Photoshop, can run batch routines that allow you to make the same edits to several images at once. This is particularly handy when creating access copies from archival masters.

- **Adobe Photoshop CC:**

<http://www.adobe.com/sea/products/photoshop.html>

Available at adobe.com, monthly payments ranging from \$13.00-66.00 per month for individuals. Other pricing options are available for students/teachers (2018-02-01).

Pros: Lots of features.

Cons: Only available by monthly subscription.

- **Adobe Lightroom:**

<http://www.adobe.com/products/photoshop-lightroom.html>

Available at adobe.com, monthly payments ranging from \$9.99-79.98 per month for individuals. Other pricing options are available for students/teachers (2018-02-01).

Pros: Useful for organizing and editing photos, adding and editing metadata.

Cons: Only available by monthly subscription.

- **Adobe Bridge:**

<http://www.adobe.com/products/bridge.html>

Available at adobe.com for free.

Pros: Free and easy to use.

- **Adobe Photoshop Elements:**

<http://www.adobe.com/products/photoshop-elements.html?promoid=HSXLQ>

Available at adobe.com, prices ranging from \$69.99-99.99 (2018-02-01)

Pros: Easy to use.

Cons: Expensive, not as many features as Photoshop CC.

- **GNU Image Manipulation Program (GIMP):**

<https://www.gimp.org/downloads/>

Available for free (2018-02-01)

Pros: Free; similar to Photoshop.

Cons: May be a few updates behind Photoshop CC.

- **IrfanView:**

<http://www.irfanview.com/>

Available for free (2018-02-01).

Pros: Free; lightweight.

Cons: Limited features.

- **Adobe Photoshop Express:**

<http://www.photoshop.com/products/photoshopexpress>

Available for free (2018-02-01).

Pros: Free; a good option for editing on the go.

Cons: Only available on a tablet or mobile device.

GENERAL SPECIFICATIONS FOR COMPUTERS

- 500MB to 1TB internal HDD will be very helpful (having a smaller SSD Boot drive and a second internal 500MB to 1TB would be ideal).
- Intel i5 or i7 CPU 8GB of RAM (recommended) USB 3.0 ports X1 (at least one recommended).
- Operating System of your own choosing and depending on your environment.