

## ***REPERTORY OF THE DIGITISED ITALIAN CULTURAL COLLECTIONS***

The *Biblioteca Digitale Italiana & Network Turistico Culturale* project intends to offer users of the Portal, which will be realised in December 2004, along with the on-line access to the catalogue cards of the Servizio Bibliotecario Nazionale- *National Library Service* (OPAC SBN) network, the possibility to know and search the digitised collections and the services made available by national public and private institutions through various modalities, among which a repertory of digitised sources in Italy.

The repertory will use the technological platforms foreseen by the *Catalogo dei fondi digitalizzati- Catalogue of digitised collections*, realised in France by the Ministry of Culture, (visible in Internet at the address: [http://www.culture.gouv.fr/culture/mrt/numerisation/fr/f\\_02.htm](http://www.culture.gouv.fr/culture/mrt/numerisation/fr/f_02.htm)) and the standards indicated by the *Workgroup on digital catalogues* of the Minerva project.

The Group has in fact studied similar systems previously developed in England, in Canada, in Germany and by UNESCO and has individuated a set of metadata and access points that are useful in designing systems of information collection on the digitisation activities of various European countries in order to ensure interoperability among diverse systems and data exchange at a national and international level.

A “prototype of a Franco-Italian portal of digitised cultural sources” was also realised, in which it was possible to experiment with the integrated research on the digitised sources in the two countries.

In the ambit of the Repertory will also be included the data collected by ICCU in the:

- ❑ Census of digitisation projects carried out by state public libraries;<sup>1</sup>
- ❑ Census of digitisation projects of photographic material in Italy<sup>2</sup>;
- ❑ Census of digitisation projects of journals in Italy<sup>3</sup>

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<sup>1</sup> 23 state public libraries replied to the census, for a total of 86 projects, see: <http://www.iccu.sbn.it/censbidigit.html>

<sup>2</sup> See: [http://www.iccu.sbn.it/PDF/Linee\\_guida\\_fotografie.pdf](http://www.iccu.sbn.it/PDF/Linee_guida_fotografie.pdf)

<sup>3</sup> See: <http://www.iccu.sbn.it/indaper.htm>

### ***THE SURVEY CARD***

The survey card presented here under was drawn up in order to gather information regarding *collections and digital sources* (textual, iconographic, audio, audiovisual, etc.) originally present in Cultural Institutes on traditional formats.

In this first phase of the work only the digital collections<sup>4</sup> which include digitised objects of one or more institutions in the ambit of one or more projects will be taken into consideration, to the exclusion of those which present only objects born in a digital form.

For the definition of collection, see:

- Research Support Library Programme (RSLP) Collection Description  
<http://www.ukoln.ac.uk/metadata/rslp/>
- MINERVA  
[http://www.minervaeurope.org/intranet/reports/D3\\_2.pdf](http://www.minervaeurope.org/intranet/reports/D3_2.pdf)
- Dublin Core Collection Description Application Profile  
<http://dublincore.org/groups/collections>

the description of the collections will allow their owners and/or caretakers to provide users with information on the objects present in the digitised collection and to indicate the access modes and rights connected to them.

A card will have to be drawn up for each digital collection, but if it is made up of objects present in diverse Institutions it will be necessary to compile more cards. The editorial team of the portal will take care of unifying the information collected, at a later stage and with the agreement of the entities concerned.

The data will also be able to be used by the European project MICHAEL (Multilingual Inventories of Cultural Heritage in Europe), initiated in June 2004 by the Italian Ministry of Culture with the objective of preparing a prototype of a multilingual portal of digital collections present in the partner countries (Italy, France, United Kingdom).

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<sup>4</sup> For *collection* one intends every aggregation of physical or digital objects  
Research Support Library Programme (RSLP) Collection Description <http://www.ukoln.ac.uk/metadata/rslp/>

## ➤ Card for the description of digitised cultural collections

Each card is relative to a single collection.

For the fields marked with an asterisk controlled and incremental terms are foreseen, drawn up on the basis of international standards (Dublin Core, Research Support Library Programme (RSLP) Collection Description, etc.)

In each section there is a *Note* field in which further information thought useful to the description of the collection can be recorded.

The information concerning the collection is distributed in the following sections:

### 1. Digital collection

- **Title**
- **Description**
- **Number and types of documents/objects\***
- **Subject**
  - Spatial coverage\*
  - Temporal coverage\*
  - Identifiers\*
- **Technical aspects**
  - Number of digital images/pages/hours
  - Types of digital documents/objects\*
  - Format of the digital documents/objects\*
- **Legal Status and IPR**
- **Notes:.....**

### 2. Institution/Organisation

- **Owner Institute**
- **Type\***
- **Regione**
- **Jurisdiction**
- **Owner Institute**
- **Depository Institute**
- **Type\***
- **Region**
- **Jurisdiction**

- **Depository Institute URL**
- **Notes :.....**

### **3. Project**

- **Title**
- **Description**
- **Project status**
- **Start/completion date**
- **Notes.....**

### **4. Services and products**

- **Type of service\***
- **URL**
- **Conditions of access**
  - Sale
  - Loan
  - Free-ware
- **Name of associated database**
- **Publisher**
- **Technical indications\***
- **Communication protocol\***
- **Notes.....**

### **5. Service data**

- **Contact**
- **Institute**
- **E-mail**
- **Notes.....**

## ***HELP FOR THE COMPILATION OF THE QUESTIONNAIRE***

Each card is relative to a single collection.

For the fields marked with an asterisk controlled and incremental terms are foreseen, drawn up on the basis of international standards (Dublin Core, Research Support Library Programme (RSLP) Collection Description, etc.)

In each section there is a *Note* field in which further information thought useful to the description of the collection can be recorded.

The information concerning the collection is distributed in the following sections:

### **1. Digital collection**

In this section both the **extended title of the collection** and a synthesised description (maximum 10 lines) that indicates the history and characteristics of the collection are inserted.

Information on possible associated collections present in other institutions can also be recorded in note form.

Here are indicated the **number** and **types of documents/objects** that have been digitised (for example. 100 fotografie, 6.000 prints, 80 geographical maps, 3 manuscripts, 1000 drawings, 15 printed texts). A controlled incremental terminology is foreseen for the diverse types of material.

In the fields corresponding to the **subject** are marked the **identifiers** and the **spatial and temporal coverage** of the collections with the indication of dates and the geographical area of the intellectual content of the resource (for example: Lazio; 1870-1920). A controlled incremental terminology is foreseen for these fields.

For the **technical data** are reported:

- **Number of pages, images, hours of digitised audio or video;**
- **Type and format of the digitised objects,** according to the following table:

<b>Types</b>	<b>formats</b>	
Text (OCR)	ASCII – PDF – XML	Other:
Text (images)	PDF – TIFF – JPEG/JFIF - PNG	Other:
Static images	TIFF – BMP – JPEG/JFIF – GIF – SVG - PNG – PDF	Other:
Vectorial map/drawing	DXF – SVG	Other:
Moving images	MPEG3 – AVI video – QTVR	Other:
Sound	WAV – MP3 – Sun audio - Real Audio – MPG	Other:
3D		
Interactive resources	SVG Macromedia – Macromedia Flash	
Other.....	.....	

If a collection contains diverse types of objects, these are to be indicated by inserting the relative number and format individually for each one.

In the field corresponding to **legal status and IPR** are recorded the subjects who detain the rights to the digitised objects.

## **2. Institution/Organisation (section repeatable)**

Here are requested the **Owner institute** and the **Depository institute** of the collection with their **type** (library, archive, museum, sound archives, photo library, etc.), **jurisdiction** (the entity they belong to) **and the corresponding URL**.

## **3. Project**

In this section the specific data of the **project** are collected: the complete title, a brief description (maximum five lines) that can coincide with the description of the collection), the project status (planned, on-going, or completed) and the starting and finishing dates.

## **4. Services and Products**

To be indicated if the **service** provided is: DVD, CD-ROM, website, portal, database, etc. and, if on-line, the specific **address** at which it is possible to visualise the objects is to be recorded.

Moreover the **access conditions** (sale, loan, for free) are to be recorded, as well as the possible **publishing/distributing entity**, the necessary technical indications for access (WAI, Plug-ins, etc.) and the **communication protocols** used (Z3950, OAI-PMH, or other).

## **5. Service data**

In this last section are requested the data regarding the **contact person** for the collection, and the **entity he/she belongs to** and the **e-mail address** to which to send possible information.

➤ **Card for the description of Digitised Cultural Collections**

*Example no. 1*

**1. Digital Collection**

- **Title:** Papiri Ercolanesi
- **Description:** The collection includes.....
- **Number and types of documents/objects:** 940 Papyri
- **Subject**
  - Spatial coverage: Campania
  - Temporal coverage: III millennium B.C. – I cent.
  - Identifiers: Papyrus, Ercolano-Villa dei Pisoni.
- **Technical aspects**
  - Number of digital images/pages/hours : 3269 images
  - Types of digital documents/objects: Text
  - Format of digital documents/objects: TIFF
- **Legal Status and IPR:** National Library of Naples
- **Notes:** Each frame contains one or more pieces of papyrus often attached to a single support.

**2. Institution/Organisation**

- **Owner Institute:** National Library of Naples
- **Type:** Library
- **Jurisdiction:** Ministero per i Beni Culturali
- **Owner Institute URL:** <http://www.bnnonline.it/>
- **Depository Institute:** National Library of Naples
- **Type:** Library
- **Jurisdiction:** Ministero per i Beni Culturali
- **Depository Institute URL:** <http://www.bnnonline.it/>
- **Notes:**.....

### 3. Project

- **Title:** Digitisation of the Papyri Ercolanesi
- **Description:** The digitisation of the papyri ercolanesi, carried out by the ISPART team (Institute for the study and preservation of ancient religious texts, Brigham Young University Provo) with the technique of multi-spectral images. was completed in April 2002.
- **Project Status:** completed
- **Start/Completion date:** finished in 2002
- **Notes:** .....

### 4. Services and Products

- **Type of service:** CD-ROM
- **URL:** <http://www.bnnonline.it/percorsi/perpap.htm#papi>
- **Access conditions:**
  - Sale
  - Loan
  - For free X
- **Name of associated database:**
- **Publisher**
- **Technical indications:**
- **Communication protocol:**
- **Notes:** The papyri have been memorised in 346 Cd-ROM, with an average of 95 images on each Cd-ROM.

### 5. Service data

- **Contact person:** Agnese Travaglione
- **Institute:** National Library of Naples
- **E-mail:** [papi@bnnonline.it](mailto:papi@bnnonline.it)
- **Notes:** .....

## *Example no.2*

### **1. Digital Collection**

- **Title:** *I giornali digitali editi in Umbria*
- **Description:** E' costituita da circa 130.000 pagine relative a 14 testate di periodici editi in Umbria dal 1810 al 1942 posseduti dalla Biblioteca Augusta
- **Number and type of documents/objects:** *130,000 pages*
- **Subject**
  - Spatial coverage: *Umbria*
  - Temporal coverage: *1810-1942*
  - Identifiers: *Historical periods, Perugia, Umbria*
- **Technical aspects**
  - Number of digital images/pages/hours: *approximately 130,000 pages*
  - Types of digital documents/objects: *Text*
  - Format of the digital documents/objects: *TIFF, JPEG*
- **Legal Status and IPR**
- **Notes:**.....

### **2. Institution/Organisation**

- **Owner Institute:** *Augusta Municipal Library*
- **Type:** *Library*
- **Jurisdiction:** *Comune di Perugia*
- **Owner Institute URL:** <http://portal.comune.perugia.it/canalepart.asp?id=1750>
- **Depository Institute:** *Augusta Municipal Library*
- **Type:** *Library*
- **Jurisdiction:** *Comune di Perugia*
- **Depository Institute URL:**  
<http://portal.comune.perugia.it/canalepart.asp?id=822>
- **Notes:**.....

### 3. Project

- **Title:** The digitisation of information journals edited in Umbria from 1810 to 1942 owned by the Augusta Library
- **Description:** The project carried out the optical scanning of approximately 130,000 pages relative to periodicals edited in Umbria in the period 1810-1942 and their publication in Internet for controlled consultation.
- **Project status:** Completed
- **Start/completion date:** Completed in June 2004
- **Notes:**.....

### 4. Services and Products

- **Type of service:** Portal
- **URL:** <http://augusta.alchimedia.com>
- **Access conditions**
  - Sale
  - Loan
  - For free X
- **Legal Status and IPR:**
- **Name of associated database:**
- **Publisher:**
- **Technical indications:**
- **Communication protocol:**
- **Notes:**.....

### 6. Service data

- **Contact:** Michele Formica
- **Institute:** Augusta Library
- **E-mail:** [m.formica@comune.perugia.it](mailto:m.formica@comune.perugia.it)
- **Notes:**.....

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