

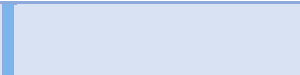
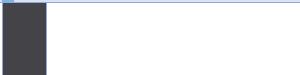
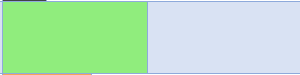
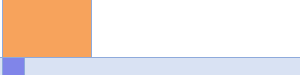

Sondage du RCDR sur la numérisation, l'accès et la préservation numérique (parties prenantes)

7/27/2020

Pratiques et stratégie de numérisation de votre établissement

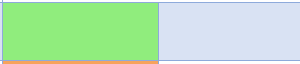

Votre établissement s'est-il doté d'une stratégie de numérisation (p.ex. stratégie de création d'une collection d'objets numérisés)?

Répondants: 28

Choix	Pourcentage	Compte	
Oui, elle est accessible en ligne. Veuillez inclure le lien :	3.57%	1	
Oui, mais elle n'est pas accessible en ligne.	14.29%	4	
Pas encore, mais la stratégie est en cours d'élaboration.	46.43%	13	
Non	28.57%	8	
Je ne suis pas sûr	7.14%	2	
Total	100%	28	

Seriez-vous disposé(e) à transmettre une copie électronique de votre stratégie de numérisation?

Répondants: 4

Choix	Pourcentage	Compte	
Oui, le RCDR peut aussi la transmettre aux individus et aux établissements externes tant que l'organisation indique que nous en sommes l'auteur. (Veuillez envoyer la copie par courriel à bstover@crkn.ca)	0.00%	0	
Oui, mais uniquement destiné à l'usage interne du RCDR. (Veuillez envoyer la copie par courriel à bstover@crkn.ca)	0.00%	0	
Non merci	50.00%	2	
Autre (veuillez préciser)	50.00%	2	
Total	100%	4	

Autre (veuillez préciser)

1 In infancy stage at the moment.

2 Notre politique de numérisation est en cours d'approbation, il n'est pas possible pour nous de la diffuser pour le moment

Votre établissement s'est-il doté d'un service de numérisation?

Répondants: 28

Choix	Pourcentage	Compte
Oui	28.57%	8
Non, nous faisons appel à des services de numérisation externes.	7.14%	2
Non, nous ne faisons pas de numérisation.	0.00%	0
Autre (veuillez préciser)	64.29%	18
Total	100%	28

#	Autre (veuillez préciser)
1	Une partie de la numérisation est effectuée par une compagnie établie sur place au Musée
2	no formal unit, mostly done by summer staff or as requested by patrons
3	We practice digitization through our archivist and volunteers, but it is not as specified or focused as we would like. This is being developed at the moment.
4	We do it ourselves, but there is no separate department.
5	I am responsible for digitization among other things.
6	part of regular work of archivists
7	We digitize small collections upon ingest and other collections upon request/need, and this is done by processing archivists and students. We don't have a dedicated digitization unit.
8	Archives Team digitizes archival collections, Conservation photographs artifacts
9	We are a small institution and all digitization is done by one of two staff members.
10	We have a very small staff, so we all work on digitization as we are able.
11	It is not a dedicated unit. Digitization is done routinely by staff. We outsource larger projects.
12	We digitize materials in house, with no dedicated digitization unit. The work is collaborative between various job titles.
13	The Congregational Archivist is responsible along with her other duties.
14	Material is digitized as needed.
15	We will be looking at a digitization strategy. Items are digitized (scanned) as needed by the Archives department
16	Digitization projects usually involve technical services staff but as a small library, others are sometimes involved.
17	Not a department, but staff are involved with digitization initiatives/providing training to institutional members
18	will be current staff

À quelle fréquence votre établissement fait-il appel à des services de numérisation externes ?

Répondants: 26

Choix	Pourcentage	Compte	
Souvent	11.54%	3	
Occasionnellement	46.15%	12	
Jamais	30.77%	8	
Je ne suis pas sûr	0.00%	0	
Autre (veuillez préciser)	11.54%	3	
Total	100%	26	

#	Autre (veuillez préciser)
1	We have utilized scanners with the Queen's Printer, which is an internal area within our government structure.
2	Never to date, but we have some moving image films that we may get digitized in the future for access and preservation purposes.
3	occasional migration of (eg.) oral history cassettes to disc format

Le cas échéant, pourquoi faites-vous appel à des services de numérisation externes? Sélectionnez toutes les réponses qui vous concernent.

Répondants: 20

Choix	Pourcentage	Compte	
Nous n'avons pas de service de numérisation.	25.00%	5	
Nous avons un service de numérisation, mais nous n'avons pas tout l'équipement requis.	30.00%	6	
Nous avons un service de numérisation, mais nous n'avons pas l'expertise requise.	30.00%	6	
Notre service de numérisation travaille à son maximum.	5.00%	1	
Autre (veuillez préciser)	50.00%	10	
Total	100%	20	

#	Autre (veuillez préciser)
1	no unit, outsourced for items larger than 12"x17"
2	If we get grant money to outsource digitization, we certainly do so. This frees our time to do other work.
3	specific format (blueprints) because of size and time factor

4	The speed at which the document must be digitized, as well as the size of the material may mean we use our Queen's Printer scanners rather than our own.
5	Cost and capacity of staff to organize the project, facilitate the boxing etc of materials.
6	project specific, usually based on capacity
7	We don't have a digitization unit and are unable to digitize moving image film. We do digitize photographs and audiocassettes.
8	We did one large digitization project 2 years ago of about 17 bankers boxes of material and did not have the resources to do ourselves
9	Lack of internal resources, mainly equipment and staff time. We have only outsourced a few times, and on occasion it has been a joint effort with another knowledge centre.
10	lacking equipment

Le RCDR offre divers services de numérisation. Est-ce que votre établissement pourrait y faire appel pour certains projets ?

Répondants: 28

Choix	Pourcentage	Compte	
Oui, nous aimerions discuter d'un projet envisagé avec le RCDR.	3.57%	1	
Oui, éventuellement.	7.14%	2	
Je ne suis pas sûr	53.57%	15	
Non merci	14.29%	4	
Autre (veuillez préciser)	21.43%	6	
Total	100%	28	

#	Autre (veuillez préciser)
1	Interested, depends on cost
2	I don't know enough about CRKN services
3	Maybe. We were unaware of this service.
4	Some, for library resources
5	I wasn't aware of these services, but would be interested in learning more.
6	Yes, the only materials that we are not able to digitize in house would be film.

#	Décrivez brièvement le projet que vous envisagez.
1	Numérisation d'une portion des publications du Musée ; discussion générale pour mieux connaître l'étendue des services que le RCDR peut offrir.
2	There are a number of projects that include photos, documents, and various forms of outdated media.
3	We are planning on putting our card catalogue onto a spreadsheet.

Quelles sont les priorités de numérisation de votre établissement en matière d'étendue géographique?
 Choisissez toutes les réponses qui vous concernent et classez-les par ordre de priorité (1= plus importante et 5 = moins importante).

Répondants: 28

	1	2	3	4	5	Total
Documents d'importance internationale	5.56% (1)	16.67% (3)	5.56% (1)	61.11% (11)	11.11% (2)	100% (18)
Documents d'importance nationale	17.39% (4)	4.35% (1)	56.52% (13)	13.04% (3)	8.70% (2)	100% (23)
Documents d'importance provinciale	30.43% (7)	39.13% (9)	13.04% (3)	17.39% (4)	0.00% (0)	100% (23)
Documents d'importance municipale ou locale	39.29% (11)	17.86% (5)	17.86% (5)	14.29% (4)	10.71% (3)	100% (28)
Autre	25.00% (2)	37.50% (3)	0.00% (0)	0.00% (0)	37.50% (3)	100% (8)

#	Veillez préciser
1	In relation to our military unit's history.
2	Other
3	Material with Indigenous content that might be digitally repatriated to the community.
4	institutional records
5	Preservation of risky media such as audiocassettes, and digitization of items in fonds/series that have been arranged and described.
6	Local interest archive
7	Publications of the xx House of Assembly. To a lesser degree, historic annual provincial governmental reports.
8	Nous ne numérisons pas de document
9	materials of cultural / ethnic significance

Quelles sont les priorités de numérisation de votre établissement, selon vos collections actuelles? Choisissez toutes les réponses qui vous concernent et classez-les par ordre de priorité (1 = plus importante et 5 = moins importante).

Répondants: 28

	1	2	3	4	5	6	7	Total
Documents qui appuient directement votre mandat institutionnel	34.78% (8)	8.70% (2)	17.39% (4)	8.70% (2)	17.39% (4)	4.35% (1)	8.70% (2)	100% (23)
Recherche et collections (plus précisément favoriser la recherche ou faciliter l'accès aux collections à distance)	30.77% (8)	38.46% (10)	3.85% (1)	7.69% (2)	7.69% (2)	11.54% (3)	0.00% (0)	100% (26)
Autres documents de notre établissement (p.ex. rapports annuels, bulletins de nouvelles)	0.00% (0)	0.00% (0)	17.39% (4)	26.09% (6)	17.39% (4)	26.09% (6)	13.04% (3)	100% (23)
Documents rares ou uniques	0.00% (0)	28.57% (6)	23.81% (5)	33.33% (7)	14.29% (3)	0.00% (0)	0.00% (0)	100% (21)
Documents locaux (provinciaux, régionaux ou municipaux)	4.17% (1)	16.67% (4)	20.83% (5)	8.33% (2)	16.67% (4)	29.17% (7)	4.17% (1)	100% (24)
Documents qui risquent de se perdre (p.ex. dernière copie d'un livre, films, documents audio, artefacts uniques, etc.)	25.00% (7)	17.86% (5)	21.43% (6)	21.43% (6)	10.71% (3)	3.57% (1)	0.00% (0)	100% (28)
Autre	0.00% (0)	0.00% (0)	0.00% (0)	0.00% (0)	25.00% (1)	0.00% (0)	75.00% (3)	100% (4)

#	Veuillez préciser
1	Other
2	Materials used most often by researchers - essential to their business - reduction of handling on original materials
3	We are a municipal facility, relating to the history of xxxxxxxx, the RM of Wolseley, & Moffatt, Ellisboro and Summerberry
4	not sure what this would include. our mandate is quite specific, and we don't collect material beyond its parameters

À partir de quels critères votre établissement choisit-il les documents à numériser? Sélectionnez toutes les réponses qui vous concernent.


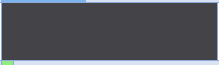







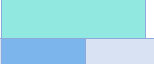






Répondants: 28

Choix	Pourcentage	Compte	
Valeur historique et culturelle	89.29%	25	
Rendre les documents plus accessibles	92.86%	26	
Importance scientifique	42.86%	12	
Réduire l'usure de l'objet original	85.71%	24	
Préserver des documents qui risquent de se perdre	92.86%	26	
Offrir un service de livraison de documents	21.43%	6	
Gagner de l'espace	25.00%	7	
Autre (veuillez préciser)	17.86%	5	
Total	100%	28	

#	Autre (veuillez préciser)
1	materials that qualifies for funding
2	reproduction orders
3	Exhibit/Projects
4	Answering requests for information.
5	Ease of obtaining copyright clearance to reproduce and rehost

Quels types de documents votre établissement numérise-t-il actuellement ? Sélectionnez toutes les réponses qui vous concernent.

Répondants: 26

Choix	Pourcentage	Compte	
Livres (qui ne sont pas rares ou fragiles)	26.92%	7	
Documents rares ou fragiles	69.23%	18	
Thèses	3.85%	1	
Documents éphémères imprimés (p.ex. cartes postales, affiches, menus, cartes professionnelles, etc.)	61.54%	16	
Films et vidéos	42.31%	11	
Photographies et diapositives	80.77%	21	
Collections d'archives (textuelles)	61.54%	16	
Enregistrements audio	50.00%	13	
Journaux	34.62%	9	
Cartes géographiques	46.15%	12	
Artefacts	26.92%	7	
Art visuel	23.08%	6	
Microfilms et microfiches	19.23%	5	
Documents récemment tombés dans le domaine public	11.54%	3	
Documents qui risquent de se perdre (p.ex. dernière copie d'un livre, films, documents audio, etc.)	53.85%	14	
Autre (veuillez préciser)	15.38%	4	
Total	100%	26	

#	Autre (veuillez préciser)
1	Seismographs
2	Any items being sent out digitally.
3	Journals of the xx House of Assembly.
4	Government Documents/Publications

Est-ce que votre établissement a prévu de numériser d'autres documents que ceux indiqués dans la question précédente?

Répondants: 27

Choix	Pourcentage	Compte	
Oui	18.52%	5	
Non	44.44%	12	
Je ne suis pas sûr	37.04%	10	
Total	100%	27	

#	(Veuillez préciser)
1	oral history collections (audio recordings)
2	We have a plan to begin digitizing more public domain material, as well as a mass digitization of obsolete formats (film, magnetic media, digital media, etc.)
3	We will likely want to start digitizing our rare book collection and our maps and plans.
4	We are looking to outsource digitization of microfilm.
5	books in our Canadiana collection for IA

Est-ce que votre établissement aimerait numériser d'autres types de documents, sans toutefois en avoir les moyens?

Répondants: 26


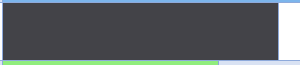

Choix	Pourcentage	Compte	
Oui	57.69%	15	
Non	19.23%	5	
Je ne suis pas sûr	23.08%	6	
Total	100%	26	

#	Veuillez préciser le type de document et les obstacles qui vous empêchent de les numériser.
1	En fait, pas de nouveaux documents, mais éventuellement considérer le 3D.
2	film - has to be sent away
3	publications, oversize like posters
4	Archival records, scrapbooks, etc. The main issue is lack of staff and time to complete this work.
5	Newspapers are the type of materials we would like to have digitized some time in the future. Although we prioritize archival material over published, some newsletters are very valuable and are often only available on microfilm in less than good quality.
6	AV and film.

7	Many of the materials that I described above we cannot currently digitize in house. We have to outsource audio-visual materials, including sound recordings.
8	Maps and oversize ledger volumes are challenging for us to digitize because of their size.
9	At this time we are unable to digitize films in-house
10	local community newspapers including the Hamilton Spectator. funding for the project is a major roadblock
11	Moving images - we don't have the equipment or skills to do these. At present we don't have the financial resources to outsource.
12	reel-to-reel, slides, cassettes, vhs
13	Le principal obstacles est le manque de personnel qualifié.
14	There are some historical microforms of government publications that would be great to digitize, but they are a challenge because of the format, and they can also be very complex with respect to copyright
15	Framed Photography. Requires an entire photographing set up that includes costs and training

Veuillez décrire brièvement jusqu'à trois projets de numérisation en cours ou passés. Si possible, précisez ce que vous numérisez (contenu et type de document), le volume, la durée et les partenaires du projet. Par exemple : « Nous travaillons en partenariat avec la Bibliothèque X pour numériser des numéros du journal local qui remontent à 125 ans, à partir de copies sur microfilm. Le projet devrait durer 8 mois ».

Répondants: 26

Choix	Pourcentage	Compte	
Projet 1 :	100.00%	26	
Projet 2 :	88.46%	23	
Projet 3 :	69.23%	18	
Total	100%	26	

#	Projet 1 :
1	Les collections d'artefacts, d'archives textuelles et photographiques sont numérisées sont numérisées par une compagnie externe qui opère sur place. Environ 4000 objets et 3000 doc, d'archives par année, en donnant priorité aux nouvelles acquisitions, puis les arrérages
2	Digitizing local defunct 1960s era newspaper from paper copies
3	Photographs
4	Video and toher materials on the theme of Gendered Violence, a 2-year project. In conjunction with SSHRC partnership, Archive/Counter-Archive, xxxx Univesity
5	Community newspaper collection (newspapers), 70 years of material, 1.5-2 years, Partnered with UBC and the Digitized Okanagan History program
6	We are digitizing some 800 hour oral history collection of audio. Some recordings are on audio cassettes, while others are on mini-discs.
7	We are currently digitizing Aerial Map sets - one per decade - for the City of Edmonton to assist site surveyors unable to access the records needed for their work because of COVID-19 related closure.

5	Ongoing photograph scanning completed by volunteers (entire photo collection) for preservation and access.
6	We digitized and described an archival collection of a provincial scholarly association consisting of audio recordings, as well as some photographs, and textual records. We outsources half of digitization, as we didn't have money for the entire collection.
7	The next project to support site surveyors will be the public domain fire insurance maps in our collection.
8	We digitize small collections and single item donations
9	We are currently working on ingesting previously-digitized images from our CN Collection into our digital asset management system and public access portal. There are approximately 20,000 previously scanned images left to ingest. It is considered part of the ongoing work of staff members. After this part of the project, further scanning of the collection will be undertaken.
10	Digitization of all glass plate negatives and lantern slides - on-going
11	We are digitizing other parliamentary materials that relate to our legislature.
12	Medals and associated medal documents (up to 800 medal sets)
13	Partnered with Our Digital World to digitize the First Hansard produced by the Legislative Assembly
14	3 years-long project to scan 5000+ GSC open files recently completed - multiple formats
15	we worked with a vendor to digitize the hamilton city directories. the project lasted approximately 6 months
16	We are in the early stages of building an in-house video digitization work station to transfer archival video tapes.
17	Digitization of audio-cassettes. We have appraised the audio-cassettes and digitize in-house as time permits. We expect this will take at least ten years.
18	Film
19	Almost all copies of material for on line requests.
20	The history of homes of Wolseley
21	Completed digitization of historic xx Hansard from 1855 to 1994. Material was already in electronic format but not publicly accessible; it had to be converted and individual files created for each day.
22	Nous numérisons actuellement notre collection de communiqués de presse (1960-2012) afin d'en faire une banque de données.
23	In 2018-19 we partnered with the Ontario Ministry of Finance Library to digitize several hundred publications from their collection

#	Projet 3 :
1	Nous avons fait numériser une collection de publications du Musée (Mercure) qui comprenait environ 500 publications. Ce fut numérisé par une compagnie externe.
2	Provided microfilm to Newspapers.com so that 100 years of local newspaper could be digitized (paid for by newspaper's parent company). We now provide local free access to newspapers.com in our institution
3	Older media items (8mm, tape, microfilm, etc.)
4	Celebration '90 Gay Games III, 120 objects (video, photo, textual) documenting Vancouver's Gay Games from the Mary Anne McEwen fonds. Funder: BC History Digitization Program

5	Map digitization for maps and blueprints in the past, completed with grant funding from the Documentary Heritage Communities Program and one contract staff person. Approximately 200 maps were digitized.
6	We digitized a collection of sheet music of a local community leader. Over 500 music scores were digitized and described in house.
7	Previous digitization project in 2019 was a number of scrapbooks/journals in private fonds which were fragile to provide access which might not otherwise be available to researchers.
8	Currently in the planning stage for a complete digitization of all obsolete media (including floppy disks, zip disks, magnetic tape, film, cassettes, VHS, LPs, etc.
9	We are currently working on providing metadata for and ingesting previously-digitized Agriculture Canada Photograph Collections into our digitization project. There was no existing metadata for these images so students and volunteers have been supplying titles and dates. We also need to do further copyright research on this collection prior to making it available in our online access portal.
10	Digitization of all photographs - on-going
11	We are working with the Centre for Newfoundland Studies at Memorial University to digitize other governmental materials, including Royal Commissions Reports.
12	A moving image collection (analogue/digital) 200+ objects
13	we are digitizing postcards and photographic images in-house on an ongoing basis since 2004
14	xxxxx received a BC History Digitization grant in 2016 to digitize of a collection of student publications that date back to our beginning as the xxxxxxxxx xxxxxx xx xxx in 1925.
15	The history of buildings of Wolseley
16	Joint project with Dalhousie University Library to digitize published NS regulations from 1977 to 1998.
17	Nous numérisons actuellement la version anglaise des lois du Québec (1867-1996))
18	In 2017-18 we partnered with the Law Library of the Ontario Ministry of the Attorney General to digitize several hundred publications from their collection

Quels sont vos plus grands défis de numérisation? Choisissez toutes les réponses qui vous concernent et classez-les par ordre de priorité (1= plus importante et 10 = moins importante).

Répondants: 27

	1	2	3	4	5	6	7	8	9	10	Total
Manque de financement	45.83 % (11)	16.67 % (4)	8.33% (2)	0.00% (0)	8.33% (2)	0.00% (0)	8.33% (2)	0.00% (0)	8.33% (2)	4.17% (1)	100 % (24)
Difficulté d'accès aux documents à numériser (fragilité des documents ou pièces manquantes dans les collections)	14.29 % (2)	7.14% (1)	0.00% (0)	21.43 % (3)	7.14% (1)	14.29 % (2)	21.43 % (3)	14.29 % (2)	0.00% (0)	0.00% (0)	100 % (14)
Peu de soutien institutionnel	0.00% (0)	17.65 % (3)	11.76 % (2)	17.65 % (3)	5.88% (1)	11.76 % (2)	11.76 % (2)	0.00% (0)	23.53 % (4)	0.00% (0)	100 % (17)
Manque d'équipement	13.64 % (3)	36.36 % (8)	22.73 % (5)	4.55% (1)	9.09% (2)	0.00% (0)	0.00% (0)	0.00% (0)	9.09% (2)	4.55% (1)	100 % (22)
Manque de personnel qualifié	16.67 % (3)	5.56% (1)	22.22 % (4)	16.67 % (3)	11.11 % (2)	11.11 % (2)	11.11 % (2)	0.00% (0)	0.00% (0)	5.56% (1)	100 % (18)
Difficulté de créer des métadonnées de bonne qualité	0.00% (0)	5.00% (1)	15.00 % (3)	20.00 % (4)	15.00 % (3)	5.00% (1)	0.00% (0)	25.00 % (5)	5.00% (1)	10.00 % (2)	100 % (20)
Gestion des droits problématique	5.26% (1)	5.26% (1)	21.05 % (4)	15.79 % (3)	10.53 % (2)	10.53 % (2)	10.53 % (2)	15.79 % (3)	5.26% (1)	0.00% (0)	100 % (19)
Préoccupations relatives à la protection de la vie privée	0.00% (0)	16.67 % (3)	5.56% (1)	11.11 % (2)	11.11 % (2)	22.22 % (4)	16.67 % (3)	16.67 % (3)	0.00% (0)	0.00% (0)	100 % (18)
Documents culturellement sensibles	0.00% (0)	6.25% (1)	18.75 % (3)	6.25% (1)	12.50 % (2)	18.75 % (3)	12.50 % (2)	0.00% (0)	18.75 % (3)	6.25% (1)	100 % (16)
Autre	37.50 % (3)	12.50 % (1)	0.00% (0)	0.00% (0)	0.00% (0)	0.00% (0)	0.00% (0)	0.00% (0)	0.00% (0)	50.00 % (4)	100 % (8)









Veuillez préciser

1 Je veux simplement revenir aux projets. Nous avons développé des critères et spécifications assez poussées qui tiennent compte de la préservation à long terme et de l'accès. Et ce fut le cas pour tous les projets de numérisation depuis 2014

2	lack of staff/staff time generally. Don't need to be super qualified to run a scanner and some OCR, it's moreso a problem of we have a full time staff of 2 and that's it
3	No other
4	Time
5	Lack of time with our current staffing model.
6	Demonstrated need.
7	We are at the collection stage, and we know that much local material exists. We are trying to access it.
8	Difficulty making digitized copies findable; Lack of institutional awareness of the "at-risk" nature of government publications; Coordinating digitization at a distance (I'm not located in the same city in which the digitization happens)

Quel type d'équipement votre établissement possède-t-il? Sélectionnez toutes les réponses qui vous concernent et indiquez le nombre d'équipements.

Répondants: 25

Choix	Pourcentage	Compte	
Numériseurs de livres	28.00%	7	
Numériseurs de microfilms	28.00%	7	
Numériseurs de cartes géographiques ou autres grands formats de documents	36.00%	9	
Numériseurs de microfiches	28.00%	7	
Statifs	28.00%	7	
Numériseurs de films (œuvres cinématographiques, vidéos, etc.)	8.00%	2	
Caméras	56.00%	14	
Autre (veuillez préciser)	80.00%	20	
Total	100%	25	

#	Numériseurs de livres
1	1
2	1
3	1
4	1
5	1 v-shape scanner
6	2
7	4

# Numériseurs de microfilms	
1	1
2	1 high speed and 3 researcher-grade reader/scanner/printers
3	1
4	4
5	1
6	1 Scanview
7	2

# Numériseurs de cartes géographiques ou autres grands formats de documents	
1	1 pending purchase
2	1
3	1 18x24 flatbed, access to 1 50" roll scanner
4	2
5	2
6	1 Contex
7	1
8	1
9	1

# Numériseurs de microfiches	
1	1
2	3 researcher-grade fiche/film reader/scanner/printer
3	1
4	4
5	1
6	1 Scanview
7	1

# Statifs	
1	1
2	Copy stand from film days for reproduction.

3	2
4	1
5	1
6	1
7	1

#	Numériseurs de films (œuvres cinématographiques, vidéos, etc.)
1	nsp mais il y a une certaine capacité sur place
2	1

#	Caméras
1	Plusieurs, mais ne peut élaborer, nous avons une compagnie sur place et un photographe professionnel
2	1
3	Various video camera formats
4	1
5	1
6	2 dsrls + dual strobe lighting setup
7	1
8	2
9	3
10	2
11	2
12	2
13	1
14	digital SLR

#	Autre (veuillez préciser)
1	12"x17" flatbed scanner (high resolution capability) and also scanner that can do slides.
2	Flat bed scanner, video digitization equipment 1/2", 3/4", Betacam, VHS, Mini-DV
3	1 Photo scanner
4	Playback equipment for several a/v formats.
5	2 photograph/document scanner

6	Small flatbed photo and transparency scanner
7	6 flat-bed scanners
8	Epson Expression 12000XL Photo Scanner
9	Flat bed scanners - Epson 11000XL - 7
10	Flatbeds scanners x 6
11	4 Kodak auto feed
12	Video digitization equipment, photo scanner
13	Epson Perfection V700 Photo scanner, NEC MultiSync P232W LCD monitor, Sony playback machine, SilverFast software, Photoshop software, Audacity software, BWF MetaEdit software, Steinberg UR22 audio interface
14	Scanner for slides and transparencies - not movies
15	printer/scanner Xerox
16	multipurpose institutional copier / scanner.
17	wand scanners
18	None
19	(old) standard scanner
20	Photo scanner

Indiquez le nombre d'employés du service de numérisation, en précisant la nature de leur emploi.

Répondants: 28

Choix	Pourcentage	Compte	
Temps complet	42.86%	12	
Temps partiel	21.43%	6	
Contractuel	14.29%	4	
Occasionnel	7.14%	2	
Autre (veuillez préciser)	53.57%	15	
Total	100%	28	

#	Temps complet
1	2
2	2
3	2
4	3 - processing archivists

5	4
6	2 (we don't have a digitization unit)
7	1
8	1
9	2
10	2
11	1 at London site
12	5

#	Temps partiel
1	1
2	2
3	1
4	1 at Peterborough site
5	2
6	1

#	Contractuel
1	2
2	1
3	2 students/semester
4	1

#	Occasionnel
1	5
2	4

#	Autre (veuillez préciser)
1	Mais on parle de la compagnie sur place.
2	no formal unit, work is done by summer students or on-demand by staff as a secondary duty, or by volunteers
3	Our 2 full-time staff also handle digitization

4	There is no dedicated unit, but members of the Archives and Conservation teams dedicate some of their work hours to digitization.
5	As needed for specific projects
6	We have 4.5 FTE staff in our entire Library; we do not have a digitization unit.
7	We don't have a digitization unit, but all Library technicians do digitization on our photocopiers as required.
8	No dedicated digitization unit.
9	Unpaid practicum students
10	2 volunteers
11	Volunteer
12	No digitization unit
13	We have no specific digitization team. We have 2 library technicians and a systems librarian who manage them. These positions support digitization efforts. Three other librarians and one technical / computer support staff participate to a lesser degree.
14	no digitization unit, project based digitization efforts, usually led by 1 staff member
15	Our digitization working group is made up of a variable number of volunteers from our community of practice

Veuillez indiquer le domaine d'expertise du personnel de numérisation :

Répondants: 26

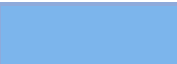
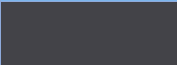


Choix	Pourcentage	Compte	
Numérisation de livres (qui ne sont pas rares ou fragiles)	23.08%	6	
Numérisation de documents rares ou fragiles	42.31%	11	
Numérisation de documents éphémères imprimés	61.54%	16	
Numérisation de films et vidéos	15.38%	4	
Numérisation de collections d'archives (textuelles)	65.38%	17	
Numérisation d'enregistrements audio	30.77%	8	
Numérisation de journaux	19.23%	5	
Numérisation de cartes géographiques	26.92%	7	
Numérisation d'artefacts	26.92%	7	
Numérisation d'art visuel	26.92%	7	
Numérisation de microfilms ou microfiches	11.54%	3	
Numérisation de documents qui risquent de se perdre	34.62%	9	
Autre (veuillez préciser)	38.46%	10	

Total	100%	26	
--------------	------	----	--

#	Autre (veuillez préciser)
1	Photo scanning
2	graphic reproduction
3	Photographs, slides, and negatives
4	Archival photograph collections
5	Government News Releases
6	loose paper reports
7	photographic negatives, prints
8	Photographs, negatives, slides but no large format materials
9	Always as need with the equipment at hand.
10	Coordinating digitization workflow with multiple stakeholders

Comment décririez-vous le travail de numérisation de votre établissement ? Sélectionnez toutes les réponses qui vous concernent.

Répondants: 28

Choix	Pourcentage	Compte	
Programme continu	57.14%	16	
Numérisation ponctuelle en fonction des projets	60.71%	17	
Numérisation sur demande	60.71%	17	
Autre (veuillez préciser)	10.71%	3	
Total	100%	28	

#	Autre (veuillez préciser)
1	As funding allows
2	Very amateurish
3	Based on availability of funding

Outre les frais de personnel, quel est le budget annuel approximatif de vos activités de numérisation ?

Répondants: 28

Choix	Pourcentage	Compte	
Moins de 50 000 \$	85.71%	24	
50 000 \$- 99 999 \$	0.00%	0	
100 000 \$- 499 999 \$	3.57%	1	
500 000 \$- 999 999 \$	0.00%	0	
1 \$ million — 4,9 \$ millions	0.00%	0	
5 \$ millions ou plus	0.00%	0	
Je ne suis pas sûr	10.71%	3	
Total	100%	28	

Est-ce que le financement de votre établissement est stable ou variable d'une année à l'autre ?

Répondants: 27

Choix	Pourcentage	Compte	
Financement stable	14.81%	4	
Variable d'une année à l'autre	40.74%	11	
Financement stable et variable	18.52%	5	
Autre (veuillez préciser)	25.93%	7	
Total	100%	27	

#	Autre (veuillez préciser)
1	We don't have dedicated funding for digitization - whatever we do comes out of our regular budget
2	We do not have specific funding for digitization. I submit a yearly archives budget for all costs including supplies, conservation work, computers and software, off-site storage, etc. and this is approved by our congregational leadership on a yearly basis.
3	Only expense is materials and replacement of equipment.
4	not specifically budgeted for at this time
5	No specific funding. Projects are supported out of the general library budget.,
6	Annual funding has been stable for the past 3 years, but is not currently guaranteed for future years
7	no dedicated funding

De quelle manière votre programme de numérisation est-il financé? Sélectionnez toutes les réponses qui vous concernent.

Répondants: 27

Choix	Pourcentage	Compte	
Coûts d'exploitation	74.07%	20	
Programmes de financement externes (veuillez préciser)	33.33%	9	
Je ne suis pas sûr	3.70%	1	
Autre (veuillez préciser)	11.11%	3	
Total	100%	27	

#	Programmes de financement externes (veuillez préciser)
1	project grants like local funders
2	BC History Digitization Program; NHDS; Virtual Museum Canada
3	federal and provincial grant programs
4	grants
5	reproduction orders cost recovery
6	Special projects have been funded in the past by grants.
7	Grant based
8	SCAA grants
9	federal grant

#	Autre (veuillez préciser)
1	Not yet funded
2	Le fonctionnement du service de la numérisation fait partie du budget global de la Direction de la Bibliothèque
3	By way of budget proposals submitted by the OCUL-GIC to the Ontario Council of University Libraries

À qui s'adressent les services de numérisation de votre équipe?

Répondants: 26

Choix	Pourcentage	Compte	
Uniquement à notre établissement	50.00%	13	
Surtout à notre établissement, mais nous travaillons parfois avec des partenaires externes	42.31%	11	
Nous travaillons souvent avec des partenaires externes	3.85%	1	
Je ne suis pas sûr	3.85%	1	
Total	100%	26	

Si vous numérisez des images fixes, quels formats de fichiers produisez-vous? Sélectionnez toutes les réponses qui vous concernent.

Répondants: 28

Choix	Pourcentage	Compte	
TIFF	85.71%	24	
JPEG	78.57%	22	
JPEG 2000	0.00%	0	
PDF/A	46.43%	13	
Autres versions PDF (veuillez préciser)	10.71%	3	
PNG	10.71%	3	
Autre (veuillez préciser)	10.71%	3	
Total	100%	28	

Autres versions PDF (veuillez préciser)

1 regular PDF

2 PDF

3 PDF

Autre (veuillez préciser)

1 RAW

2 We use PDF/A format for textual materials.

3 EPUB, Kindle, Text, DAISY

Si vous numérisez des vidéos, quels formats de fichiers produisez-vous? Sélectionnez toutes les réponses qui vous concernent.

Répondants: 17

Choix	Pourcentage	Compte	
MPEG	23.53%	4	
MP4	70.59%	12	
AVI/WMV	17.65%	3	
OGG	5.88%	1	
MXF/JPEG 2000	0.00%	0	
DPX (film)	11.76%	2	
Autre (veuillez préciser)	29.41%	5	
Total	100%	17	

#	Autre (veuillez préciser)
1	Pro Res
2	mov
3	matroska (mkv)
4	matroska/ffv1 or .mov/v210
5	We are unable to do this in-house to FADGI standards.

Si vous numérisez des documents audio, quels formats de fichiers produisez-vous? Sélectionnez toutes les réponses qui vous concernent.

Répondants: 19

Choix	Pourcentage	Compte	
MP3	84.21%	16	
AAC	0.00%	0	
WAV	68.42%	13	
AIFF	0.00%	0	
FLAC	0.00%	0	
Autre (veuillez préciser)	0.00%	0	
Total	100%	19	

Est-ce que votre établissement envisage de prêter ou louer son équipement de numérisation à d'autres établissements? Précisez brièvement.

Répondants: 26

Choix	Pourcentage	Compte
Oui	11.54%	3
Non	61.54%	16
Je ne suis pas sûr	26.92%	7
Total	100%	26

#	Oui
1	We would consider leasing our large-format scanner once we have completed our major projects.
2	flat bed scanners could be borrowed if they were not in use.
3	we offer a photography kit on loan to institutional members

#	Non
1	We lack equipment to loan.
2	We would rather have other institution's representative get trained and use our equipment than lending it.
3	Capacity and City policy
4	We only have one photo scanner
5	As our scanning equipment is classified as a government asset it is unlikely that we would be able to lend it
6	Not able.
7	We use it to regularly.
8	We use our photocopiers. We can't loan these out!
9	Federal property
10	We do not have enough equipment to loan out any.
11	have none
12	We offer on site access to Society members.
13	not possible as it is all used internally for information requests from library clients.
14	Notre équipement n'est pas à louer
15	We outsource digitization and have no scanning equipment
16	We have only one scanner which remains connected to one computer in our office

#	Je ne suis pas sûr
1	Je veux répondre non, mais le sondage bloque dans une `loop`
2	possibly, if they could send a staff person to do the work in our office space, and it wouldn't take up a lot of time/wear and tear on the equipment
3	Our own needs are very high
4	We don't lend or lease the equipment itself, but we've been known to contract our microfilming and microfilm digitization to other institutions. We also sometimes let third parties use our equipment for free, but if they're hard to train, we'll occasionally do it for them.
5	our digitization equipment is typically in-use which prohibits lending/leasing to other institutions
6	Perhaps we would allow colleagues to use/borrow through professional organizations such as AVBC.
7	Have rudimentary equipment

Avez-vous envisagé d'autres technologies de numérisation pour votre établissement (numériseurs robotisés, reconnaissance intelligente de caractères pour la ROC de manuscrits) ?






Répondants: 11

#	Avez-vous envisagé d'autres technologies de numérisation pour votre établissement (numériseurs robotisés, reconnaissance intelligente de caractères pour la ROC de manuscrits) ?
1	Notre projet de numérisation des publications comprenait la ROC. Il y a eu de la numérisation robotisée partielle aussi.
2	ICR
3	ICR is something I've been considering, but it's not gone much beyond that. I've toyed with building DSLR-based film scanners, but haven't the manpower or time.
4	I believe our Conservatin department is still trying out different 3-D scan technologies.
5	Not at this point
6	3D for artefacts, AI for transcription, OCR, IIIF (for access)
7	None
8	No
9	not at this time. We recently upgraded both microfilm / microfiche scanners and replaced our flatbed scanner. A book scanner would be welcome but is not affordable at present.
10	Nous sommes à l'étude d'un système de ROC de manuscrits
11	character recognition would be useful, but this is very far in the future

Pratiques de préservation et d'accès de votre établissement

Où stockez-vous le contenu numérique? Sélectionnez toutes les réponses qui vous concernent.

Répondants: 28

Choix	Pourcentage	Compte	
Serveurs de l'établissement	71.43%	20	
Serveurs de partenaires ou fournisseurs (p.ex. fournisseur commercial ou nuage d'un consortium, notamment l'Ontario Library Research Cloud)	32.14%	9	
Ordinateurs personnels ou postes de travail	25.00%	7	
Hors ligne (p.ex. DVD ou cassette)	21.43%	6	
Contenu numérisé sans être stocké	0.00%	0	
Autre (veuillez préciser)	21.43%	6	
Total	100%	28	

#	Autre (veuillez préciser)
1	off-site
2	external hard drive for access copies
3	We use offline near storage for our digitized files, and for digital preservation. We also use web-based platforms like Flickr The Commons to share access. We are thinking of purchasing a NAS server for the archives.
4	Provincial government servers
5	synology box
6	Internet Archive & Scholars Portal Books

Comment gérez-vous la préservation du contenu numérisé? Sélectionnez toutes les réponses qui vous concernent.

Répondants: 28





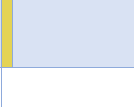

Choix	Pourcentage	Compte	
Aucune mesure de préservation à long terme	10.71%	3	
Copie de sauvegarde du contenu numérique	85.71%	24	
Objets numériques vérifiés par des totaux de contrôle, condensés ou autres moyens semblables	21.43%	6	
Processus de l'établissement pour vérifier le support, la facilité d'utilisation du format de fichier et la possibilité de migration	17.86%	5	
Processus de l'établissement pour la gestion du contenu numérique pendant la durée de son cycle de vie	21.43%	6	
Notre établissement possède un dépôt numérique qui est conforme aux normes de gestion du contenu préservé (p.ex. TRAC)	7.14%	2	
Nous avons fait appel à une tierce partie pour le stockage et la préservation à long terme de notre contenu numérique	7.14%	2	
Si le contenu numérique se perdait, notre tierce partie pourrait nous fournir une copie de remplacement	0.00%	0	
Nous pourrions éventuellement numériser l'objet original de nouveau si le contenu numérique se perdait	50.00%	14	
Autre (veuillez préciser)	25.00%	7	
Total	100%	28	

#	Autre (veuillez préciser)
1	`2 premiere réponse: oui, et pour les autres, c'est partiellement le cas
2	A mix of strategies but dependent on staff time and funding
3	we have a digital asset management system that let's us manage our digitized collections, but it has no long-term preservation planning module. It does run checksums when material is ingested and collects some standards-based embeded technical metadata.
4	Stored on a server that is managed by archival staff.
5	We are in the midst of writing a digital preservation strategy and policy.
6	We have a digital preservation workflow which uses open source software to apply checksums to digitized and born digital accessions. We then use Data Accessioner, Metadata Transformer and Bagger to create DIPS and AIPs. We use Fixity to check AIPs in storage.

7 Hosting in both Internet Archive & Scholars Portal Books provides redundancy, but also Scholars Portal Books platform is close to being a TDR


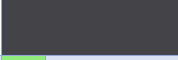

Comment peut-on accéder au contenu numérique de votre établissement? Sélectionnez toutes les réponses qui vous concernent.

Répondants: 28

Choix	Pourcentage	Compte	
En ligne par une application web publique	78.57%	22	
En ligne par une application web publique privée (intranet ou accès contrôlé)	21.43%	6	
Service de partage et stockage de fichiers en ligne (p.ex. Dropbox, Google Drive, SharePoint)	32.14%	9	
Service de partage et stockage de fichiers interne (p.ex. réseau de partage de fichiers)	28.57%	8	
Distribution sur demande	71.43%	20	
Support physique	42.86%	12	
Les usagers n'ont pas accès aux documents numérisés	3.57%	1	
Total	100%	28	

Peut-on accéder aux documents numérisés ou aux métadonnées descriptives de votre établissement par des sites tiers ou des agrégateurs (p.ex. Internet Archive, Our Digital World, etc.)

Répondants: 28








Choix	Pourcentage	Compte	
Oui (veuillez préciser)	28.57%	8	
Non	57.14%	16	
Je ne suis pas sûr	14.29%	4	
Total	100%	28	

#	Oui (veuillez préciser)
1	AtoM
2	We provide descriptive metadata of all collections to Archeion
3	Scholars Portal and ODW
4	IA, ODW, Archeion
5	Canadiana.org has early Journals and Proceedings of the House.

6	Artefacts Canada
7	Internet Archive is one of two primary hosts for the content
8	scaa.sk.ca

Indiquez si les options suivantes pourraient intéresser votre établissement (plus d'un choix possible).

Répondants: 28

Choix	Pourcentage	Compte	
Préservation à long terme de notre contenu numérique dans le Dépôt numérique fiable (DNF) du RCDR	14.29%	4	
Intégration et accès à notre contenu numérique par l'entremise de Canadiana.ca	25.00%	7	
Hébergement de nos collections numériques par le biais des services et de l'infrastructure du RCDR (portails hébergés)	14.29%	4	
Stockage de nos collections numériques par l'entremise du RCDR en utilisant les API que nous avons créé avec nos propres applications	7.14%	2	
Contenu hébergé sur nos plateformes, mais les chercheurs peuvent également y accéder à partir de liens sur Canadiana.ca	46.43%	13	
Aucune de ces possibilités	25.00%	7	
Autre (veuillez préciser)	35.71%	10	
Total	100%	28	

#	Autre (veuillez préciser)
1	ce devrait être discuté et approuvé par la haute gestion du Musée.
2	Other options depend on the details, especially re copyright
3	Ideally, I would like my archives to become a TDR. But I would definitely like to see descriptions of our holdings discoverable through other systems and portals.
4	Not sure at this time.
5	I would like to preserve our material on Internet Archive too, but can't afford a subscription to Archive-It.
6	When we get there, likely use the Saskatchewan Archival Information Network.
7	Not certain. Much research still needed on digitization.
8	uncertain.
9	I think it would depend on the terms. Increasing access and preservation is great, but our community of practice doesn't have the funds itself to pay for ongoing services. Also, the

copyright clearances that we have obtained to digitize and rehost some publications only specify the Internet Archive and Scholars Portal as the hosts.

10 we haven't had this conversation yet

Questions finales

Avez-vous autre chose à ajouter ?

Répondants: 10

#	Avez-vous autre chose à ajouter ?
1	this survey didn't seem to really take smaller archives/museums into account - for example, the question about budget spent on digitization - we would be less than \$10,000 a year spent on it! Also seemed to assume that there was dedicated staff working on this all the time, versus in our institution where it's sort of "when we have time" or if someone requests a digital copy, or summer students can complete some of the work
2	Want to stress the need for more comprehensive funding of digitization projects and the value of small and specialty archives that hold the histories of marginalized and under-represented communities.
3	Cost is the biggest factor influencing our decisions to initiate these projects.
4	There was a technical glitch on the question about challenges. When I selected answers, some of my previous selected answers disappeared.
5	Perhaps CRKN can play an advocacy role when it comes to institution trying to launch its own digital preservation program.
6	I'm looking at building a stand-alone website for our archives so I can stop using web platforms such as History Pin, Flickr and Omeka to share access to our digitized materials. I'd like to apply for external funding for our archives, but haven't gotten institutional support for this in the past. I keep the consolidated archives (4 archives). Our P/T staff is a retired school librarian who cares for both library/archive at another site.
7	The xxxxx xxxxxxx xxxxxxxx in the xxxxxx xxxxxx xxxxxxxxxxxx Museum is owned and managed by the xxxxxx xxxxxx Historical Society and is staffed entirely by volunteers, with financial and moral support from the Society, and some financial support indirectly through the City of xxxxxx xxxxxx.
8	I am a one-man operation, so some of my answers may be ambiguous.
9	I heard about this survey from xxxxx xxxxxx at yesterday's Ontario Government Publications Roundtable, and while our group (the OCUL-GIC) isn't an independent "institution" (we are a community of practice for librarians interested in government information from various Ontario libraries), we are definitely a group engaged in digitization that has an interest in what you are digitizing as well.
10	we are a very small archives, and this is an overwhelming topic. what we really need is help with developing a digitization strategy in the first place