

THE UNITED STATES HOLOCAUST MEMORIAL MUSEUM

JUST THE FACTS

CLIENT:

United States Holocaust Memorial Museum



Photo credit: Max Reid, USHMM Photo Archives

PROJECT:

Digitization and microfilming of the American Friends Service Committee (AFSC) Foreign Office Records (1933-1950)

STATISTICS:

98 cartons and 153,115 pages of original documents/images

SOLUTION:

- 300 dpi grayscale digital conversion
- 35mm archival microfilm postscan output

EQUIPMENT/SOFTWARE:

- Zeutschel OS10000 book/large-format scanner
- Zeutschel OP500 ArchiveWriter
- HF Processors Mini Labmaster Archival Film Processor
- Zeutschel OmniScan software

Multi-source Image Preservation/Reformatting

American Friends Service Committee (AFSC) Foreign Office Records

Over the past several years, The Crowley Company has assisted The United States Holocaust Memorial Museum with the digitization, preservation and archiving of a series of special collections. The American Friends Service Committee foreign office records are an excellent example of a collection that demanded the utmost in equipment and imaging expertise, care and quality control.

The Opportunity

The United States Holocaust Memorial Museum (USHMM) is America's national institution for the documentation, study and interpretation of Holocaust history and serves as our country's memorial to the millions of people murdered during the Holocaust.

The USHMM's primary mission is to advance and provide knowledge about the unprecedented tragedy of the Holocaust

through the USHMM Collections Division, which consists of eight branches: Archives; Art and Artifacts; Film and Video; Music; Oral History; Photo Archives; Collections Management; and Conservation. Together, these branches are responsible for the acquisition, registration, preservation, storage, cataloging, reference and reproduction of the thousands of collections housed in the USHMM and displayed in its exhibitions, publications and website.

In order to aid in the preservation and dissemination of data, documents, digital and film images, the USHMM selected The Crowley Company to provide a wide variety of reformatting and archival preservation services for an on-loan collection of documents from the AFSC archives in Philadelphia.

The Challenge

The AFSC collection contained official correspondence, minutes of meetings, interviews with officials and reports from delegations. The records and images dealt with the AFSC's humanitarian work done in France

and North Africa during the periods of 1933-1950. The project consisted of **98 cartons** and **153,115 pages** of original documents which were generated and stored in over a dozen different offices of the AFSC throughout France and Africa. The records were loaned to the



The extensive AFSC collection was scanned by the expert technicians from Crowley Imaging Services using a variety of self-manufactured and exclusively represented equipment and software.

Photo credit: United States Holocaust Memorial Museum

USHMM by the AFSC to be scanned into digital images and reformatted into archival/preservation quality microfilm before returning to the lender.

The Solution

Because of the wide variety of document types, colors, print quality and varying conditions of the AFSC documents, Crowley Imaging Services implemented a scanning process that captured all of the challenges

presented in the materials through the use of a grayscale digital conversion at 300 dpi. The scanning was performed using a **Zeutschel OS 10000** non-destructive overhead scanner. Each single document was placed either on a flat copy board or under glass, depending on the amount of curl or special handling required to flatten the document without the risk of damage. The Crowley scanning technicians utilized a backing sheet (black or white) to provide additional contrast to documents that displayed low contrast definitions between the print and paper color due to fading.

The Zeutschel OS 10000 allowed for large-format scanning of AFSC records in a variety of sizes and conditions without risk of damage, producing quality images in an efficient manner.



Once the documents were digitized and inspected for quality, the digital files were sent to the micrographics staff for post-scanning output to 35mm archival microfilm. The microfilm was created by utilizing the **Zeutschel OP500 ArchiveWriter**, which plots the digital files as high-quality images to a silver halide microfilm utilizing Zeutschel's patented 81 mega-pixel high resolution camera system. The silver halide microfilm was then processed in an **HF Processors Mini Labmaster Archival Film Processor** (manufactured by The Crowley Company)

utilizing a brown toning solution to extend the archival life expectancy of the film to LE500 (500 years). Duplicate silver halide copies were produced for final distribution to the AFSC and USHMM.

The Return on Investment

By employing high-quality digital reformatting techniques from Crowley's advanced technical solutions, the work was completed **on-schedule** and provided **multiple formats** (digital and archival microfilm) in order to comply with the diverse needs of three end-users nationally and abroad: The United States Holocaust Memorial Museum in Washington, DC and the American Friends Service Committee offices in Philadelphia, PA and in France.

About The Crowley Company

Incorporated in 1981, The Crowley Company is a leading digital and analog film technologies company headquartered in Frederick, Maryland with manufacturing divisions (Mekel, Extex and HF Processor brands) in Compton and San Dimas, California. With over 100 employees, The Crowley Company provides an extensive number of digital document and film conversion services to the publishing, commercial, government and archive sectors. It also manufactures, sells and services high-speed microfilm, microfiche, aperture card and paper scanners, microfilm duplicators, film processors, micrographics equipment, book/large-format scanners and 16/35mm archive writers.

For more information:

www.thecrowleycompany.com

<http://www.ushmm.org/namesearch/afsc>

CROWLEY