
State Agency Selects IMAGEhost for Improved Efficiency

A chance trade show conversation when [IMAGEhost](#) was still on the drawing board led to the microfilm hosting platform's first formal project in early 2017. A state agency chose Crowley's IMAGEhost software to host digitized microfilm rolls for a significant records management project. The successfully completed project is a springboard to a much larger digitization effort that will take place in the near future.

Available as a web- or premise-based solution, IMAGEhost was chosen to eliminate the need for reader printers while providing staff with immediate, password-protected access to any microfilm document or image. With IMAGEhost, staff can easily access entire microfilm rolls online. From there, using the OCR search function, individual frames (images) can be downloaded, redacted, printed, saved and/or emailed for later use...without having to set foot in the microfilm repository.

Notes Kevin Kapel, Crowley project manager, "When I first entered the room, I was struck by a large number of reader-printer stations staffed by researchers armed with notepads and pens. It was immediately obvious that the research and entry was time-consuming. Within two days of being onsite, we had 100 microfilm rolls uploaded to IMAGEhost. After one day of training, all operators were online and working efficiently. It was a pretty graphic improvement in such a short time, making management buy-in very easy."

Project Scope:

- An estimated 150 rolls of 16mm microfilm were scanned onsite by a Crowley imaging specialist using a [Mekel MACH 10](#) microfilm scanner. The onsite scanning was due to the sensitive nature of the microfilm records and state regulations.
- The microfilm was scanned as grayscale images (bifacial is also an option) and required a solution for viewing cine/duplex film in the proper orientation
- The image strips were scanned to a secure external hard drive
- In parallel, IMAGEhost was installed on premise by the agency's tech staff on an AOC Linux server (IMAGEhost is also offered as a web-based cloud service)
- The digitized and processed rolls were then imported from the external hard drive to the IMAGEhost web repository by the agency tech staff
- The agency is administering the system including creating user's accounts, assigning rolls to users and importing newly-scanned rolls
- Two onsite interactive training sessions were held which allowed users to have guided hands-on use of IMAGEhost while being able to ask real-time questions
- Agency staff returned the digitized film to the microfilm vault and is now performing daily data entry using IMAGEhost

The agency's project manager was pleased with the results, noting that there was a significant "ease of access to the records; much easier to access and use than having to pull reels of microfilm and use an old reader."



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