

Using Digital Photography to Film Records

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Digital Photography & Family History

- Use Digital Photography to Document . . .
 - People, Places & Things
 - Tell Your Ancestor's Story
 - Supplement Information with Images
- Replace Photocopier
- Film Original Records

Agenda

- Select Digital Camera
- Elements of Image Quality
- Supporting Equipment
- Photograph Documents
- Prepare, Organize & Store Images

Select Digital Camera

- Single Lens Reflex (SLR) vs. Combined Lens & Body
- Megapixels
- Focal Range
- Available Resolutions
- ISO

Select Digital Camera (cont.)

- File Formats (JPEG, TIFF, etc.)
- LCD Size
- Memory Options
- Batteries
- Color vs. Black & White

Select Digital Camera (last word)

- Optical & Digital Zoom
- High Volume Filming
- Shop & Compare Specifications
- Internet & Tech Support
- Buy Best Affordable

Elements of Image Quality

- Resolution – Discernable Detail
- Sharpness – Image Clarity
- Authentic Reproduction – Realism

Resolution Settings

- Pre-Set Resolution Options
- Limited by Megapixels & Memory
- “Quality Modes” – Compression Ratios
- Original Document Size
- Intended Use(s) of Image

Resolution Chart

Measured in Pixels (Width x Height)

- 1280x960 1 Megapixel 320 KB
- 1600x1200 2 Megapixel 390 KB
- 2400x1800 4 Megapixel 810 KB

Storage Capacity

128 MB Memory Card

- 1280x960 400 Images
- 1600x1200 325 Images
- 2400x1800 155 Images

Image Sharpness

- Resolution Setting
- “Hard” Sharpness Setting
- Camera Movement
- Lighting & ISO
- Shutter Speed

Tri- & Monopods vs. “Free”

- Depends on Application
- Support Reduces Movement
- Saves Your Back
- May Allow Use of “Cable”
- Slow, Cumbersome & Limiting

Lighting

- Lighting is the Key Element
- Supplement Ambient Light
- Fluorescent vs. Incandescent
- Shadows
- Flash Photography

ISO Setting

- ISO Controls Light Sensitivity
- Darker Environments = Higher ISO
- Higher ISO = Faster Shutter Speed
- Faster Shutter Speed = Sharper Image
- Start at ISO 400 & Move Up

Shutter Speed

- Dramatically Impacts Image Sharpness
- Fast Speeds Compensate for Movement
- No Slower than 1/100 sec
- Increase Light or ISO if below 1/100 sec

Manual & Auto Controls

- Manual Settings
 - ISO
 - Resolution
 - “Hard” Sharpness
- Auto Settings
 - Shutter Speed
 - Aperture Opening (e.g. F2.8)
 - Focus

Realistic Reproduction

- Colors
- Texture
- Depth
- Feel

Supporting Equipment

- Memory Storage & Image Transfer
- Camera Batteries & Charger
- Lights
- Laptop Computer
- Overseas Electricity Conversion

Photographing Documents

- Permission to Photograph
- Turning, Holding & Flattening Pages
- Background
- Photographic Angles
- Document Support

Uniform Quality Product

- Centering
- Edges
- Fingers
- Quality Control & Testing
- Not Professional Imaging

Preparing Images for Use

- Editing Images
- File & Folder Structures
- Informational Targets
- Storage Media

Editing Photographic Images

- Depends on Application – Less Is Better
- Orientation & Cropping
- Resizing & Re-formatting
- Adjusting Color, Brightness & Lighting
- Image Editing Software

Adobe Photoshop Elements

Organizing Your Images

- Utilize “Windows” Folder Structure
- Organize Images based on . . .
 - Record Creator
 - Record Series
 - Common Sense
- Retain Original Order

File Naming Structure

- Short & Simple
- Self-Identifying
- Sequential “Windows” Order
- Frame Number Setting
- Batch Editing

Informational Targets

- Name of Photographer(s)
- Date Filmed
- Institutional Identification
- Records Data
- Missing Pages
- Other Vital Information

Creating Targets

- Sample Paper Targets when Filming
- Use Image Format (e.g. JPEG or TIFF)
- Follow File Naming Structure
- Be Consistent

Storage Media

- Hard Drive
- DVD & CD
- Tape
- Data Migration
- Obsolescence

Back up Storage

- Redundant Storage Media
- Off-site Storage
- Version Control
- Security

Final Thoughts

- Purchase the Proper Equipment
- Know & Test Your Settings
- Prepare for Every Possibility
- Get the Lighting Right
- Safeguard Your Data

The End

Thanks!