



Grant Agreement 297384

Partage Plus

Partage Plus Digitisation Plan

Deliverable number	<i>D1.2</i>
Dissemination level	<i>Public</i>
Delivery date	<i>August 2012</i>
Status	<i>Final</i>
Author(s)	<i>Chris Vastenhoud (KMKG), Gordon McKenna (CT) and Katie Smith (CT)</i>



This project is funded under the
ICT Policy Support Programme part of the
Competitiveness and Innovation Framework Programme.

Revision History

Revision	Date	Author	Organisation	Description
V0.1	2012-06	Chris Vastenhoud	KMKG	
V0.2	2012-07	Chris Vastenhoud; Gordon McKenna	KMKG CT	With revisions by CT
V1.0	2012-08	Chris Vastenhoud; Gordon McKenna; Katie Smith	KMKG CT CT	Final Version

Statement of originality:

This deliverable contains original unpublished work except where clearly indicated otherwise. Acknowledgement of previously published material and of the work of others has been made through appropriate citation, quotation or both.

Contents

1	INTRODUCTION	3
2	DIGITISATION PLANNING: CHOSEN APPROACH	4
2.1	Types of digitisation to be carried out	4
2.2	Gathering partners' plans	4
3	RESULTS OF THE PLANNING PROCESS.....	5
3.1	Targets.....	5
3.2	Results 2D digitisation	6
3.3	Results: 3D model schedule	6
4	CONCLUSIONS	7
	APPENDIX I: SCHEDULE OF DIGITISATION	8
	APPENDIX II: PARTNER-PREFERRED SCHEDULE FOR 3D MODEL CREATION	9

1 Introduction

This deliverable describes the digitisation activities and planning of work package 1 (WP 1) in the Partage Plus project. The project plans to digitise c75 thousand objects and other items, including creating c2 thousand 3D models of objects. Once digitised, metadata records for the objects will be submitted to Europeana to enable access to those items. Specifically records submitted will have a link to the partner's website which Europeana will point to. In order to ensure this is completed according to schedule in the Description of Work, it is essential to create a plan for this digitisation process.

This deliverable contains:

- An overview of the chosen approach for digitisation planning;
- The results of the planning; ;
- How the project will deal with the issues brought up.

As the diagram below demonstrates, this work package is closely related with WP 2 – *Production and delivery to Europeana*, and WP 3 – *Metadata Enrichment*.

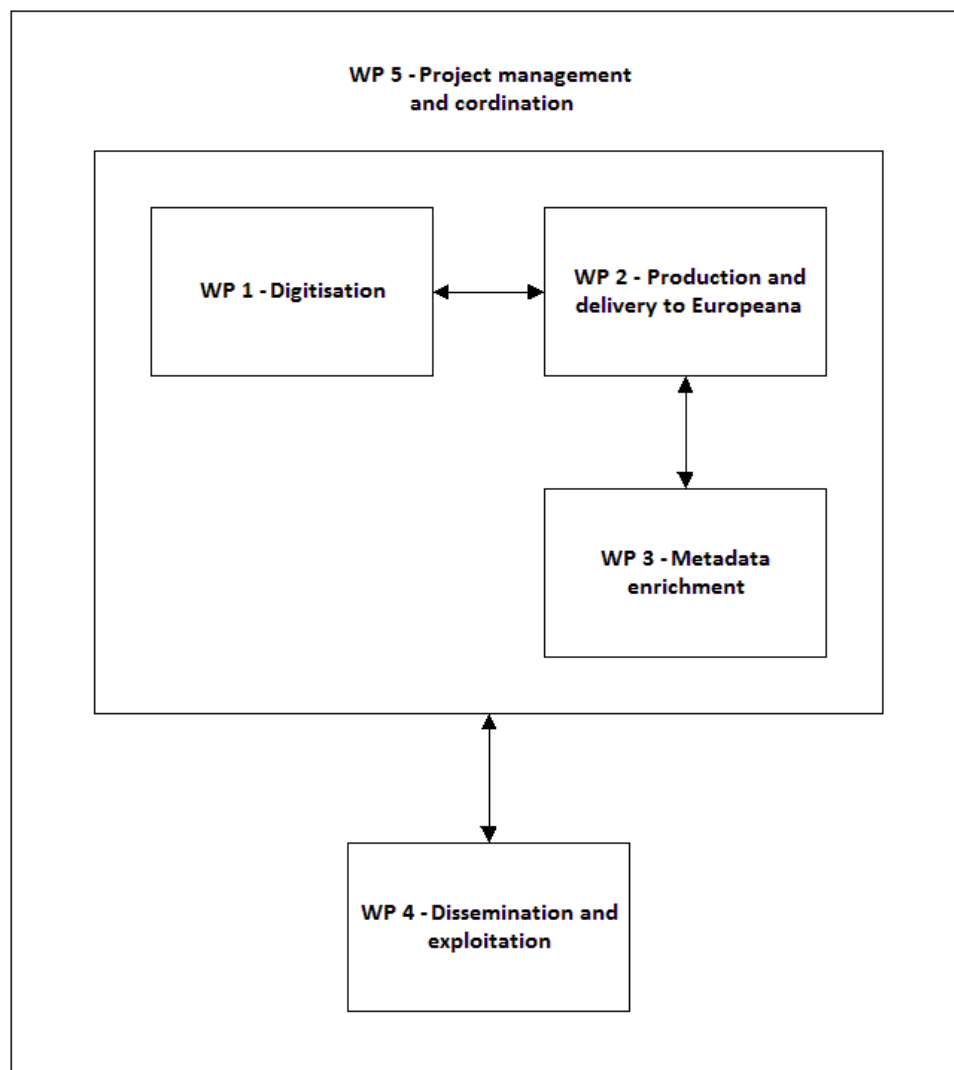


Figure 1: Partage Plus work package structure

2 Digitisation planning: chosen approach

2.1 Types of digitisation to be carried out

The project has two main types of digitisation activities:

- **2D digitisation (by scanning and digital photography)**

All 2D digitisation is planned, arranged, and undertaken by the partners themselves. The technical standards used are given in deliverable D1.1 – *Report on standards to be used in the Partage Plus project*, and all partners must follow these guidelines.

In order to plan the digitisation at project we need to know when partners plan to carry out the digitisation.

- **3D model creation**

3D model creation requires a significant effort from the partners, with objects being:

- Selected;
- Prepared;
- Made available for scanning.

To help streamline this process will be carried out by Steinbichler Optotechnik GmbH (SO), in cooperation with the partners. It will take place at the partners' institutions. In order to do this, a temporary studio will be set up by SO at each location.

The technology associated with creating 3D models of objects is relatively new, and consequently there is little experience of producing large numbers of models. As a result, different techniques, approaches and equipment will be tested at KMKG.

The above factors, combined with the issue that there is only one process that will be used for digitisation, means it is of paramount importance that the timing of 3D model creation is meticulously planned.

Therefore it is important for 'time-slot' to be assigned to each partner for a visit by SO staff. SO also stated:

- A maximum of two partners could be dealt with in any one month;
- They preferred the months from May to September for Partage Plus work, as there is greater availability of their equipment.

2.2 Gathering partners' plans

It was decided that the simplest way to gather information on partners' plans for 2D digitisation and preferences for 3D model creation time-slot was by asking them to fill in a spreadsheet:

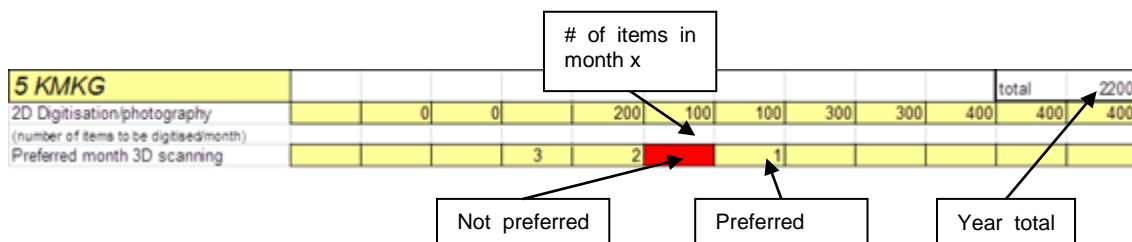


Figure 2: Example of a partner's digitisation plan

- **2D digitisation (by scanning and digital photography)**

For each month of the project each partner was asked to tell us how many items they planned to digitise.

- **3D model creation**

Partners were invited to indicate in which months would their three most preferred time-slots. Their most preferred with a '3', next with a '2' and least with a '1'. They were also asked to identify, any month when the collection would be unavailable, for example if the collection is on loan or display.

The results of the information gathered from partners can be found in:

- **Appendix I: Schedule of digitisation;**
- **Appendix II: Partner-preferred schedule for 3D model creation.**

3 Results of the planning process

3.1 Targets

The Description of Work¹ for the Partage Plus gives the overall target that each partner is expected to digitise during the project:

Partner Short Name	Number of items to be digitised
CT	5000
MAK	4600
DmG	540
KIK	1500
KMKG	5300
NGCI	2028
MUO	5025
UPM	1000
NBA	500
UNIMAR	12150
IMM	6200
ICCU	10000
DM	3060
KK	2000
MNW	5000
WWMF	380
MNW ²	1623
MCA	2930
NMAR ³	225
UIRS	2000
MNAC	2020
GC	400
RörM	500
SCVA	290
Total	74271

Steinbichler has a target of the creation of 2000 3D models.

¹ See WP 1 description on the 15th of 138 pages (labelled "Page 5 of 28") in the document.

² This partner left the project before signing the Grant Agreement.

³ This partner left the project before signing the Grant Agreement.

D1.2 Partage Plus digitisation plan

In addition there are two milestones⁴:

- MS1: *1st Year digitisation* – target is 25,000 items;
- MS2: *2nd Year digitisation* – target is 51,000 items.

3.2 Results 2D digitisation

Comparing the results of the survey for partner 2D scanning with the DOW shows:

Project year	DOW Figure ⁵	Partner Plans
1	24,257	26,363
2	50,014	43,182
1+2	74,271	69,545

The figures above indicate that Partage Plus will:

- Easily reach its first year milestone;
- Not reach its second year milestone;
- Be 4726 items short of its final target.

3.3 Results: 3D model schedule

From the planning survey the following pattern emerged:

Year	Month	Number of first preferences
2012	March	0
	April	0
	May	0
	June	1
	July	0
	August	0
	September	0
	October	0
	November	1
	December	0
2013	January	1
	February	1
	March	2
	April	3
	May	4
	June	1
	July	1
	August	1
	September	0
	October	2
	November	0

⁴ These figures include 3D model creation.

⁵ Adjusted to take into account 3D model creation.

Year	Month	Number of first preferences
	December	0
2014	January	0
	February	0

This pattern did not meet the ideal pattern suggested by Steinbichler. Therefore it was necessary to adjust partners' time-slots to meet the pattern, as far as possible. The adjustment was made using the parameters. Where possible, in order:

1. Preserve a partner's first choice;
2. Use a partner's second choice;
3. Use a partner's third choice;
4. Avoid a partner's 'not preferred' months.

The results of doing this process were:

Partner	Assigned time-slot	Partner preference
1 CT	2013-08	1 st
2 MAK	2013-10	1 st
3 DmG	2013-07	No preference
4 KIK-IRPA	No 3D objects	
5 KMKG	2012-06	1 st
6 MUO	2012-12	2 nd
7 UPM	2012-11	1 st
8 NBA	2012-02	1 st
9 UNIMAR	2012-03	1 st
12 IMM	2013-09	No preference
13 ICCU	2012-06	3 rd
14 KK	2013-01	2 nd
15 DM	2013-09	2 nd
16 MNW	2013-05	2 nd
17 WWMF	No 3D objects	
19 MCA	No 3D objects	
21 UIRS	2013-11	2 nd
22 MNAC	2013-05	1 st
23 GC	2013-04	1 st
24 RörM	2013-06	No preference
25 SCVA	2013-07	No preference

4 Conclusions

The reasons for the c4800 shortfall in 2D digitisation are:

- 2 partners, MNW and NMAR, have left the project – accounting for 1848 items;
- Some partners are planning to digitise less than appears in the DOW.

The project will seek to remedy this situation by:

- Recruiting new partners to the project⁶;
- Examining the reasons for the shortfall from partners;
- Replace the 'missing' content from within the consortium.

Being ahead of the DOW figures in the first year will allow us to make these adjustments.

⁶ There is already a potential replacement for the Polish partner

Appendix I: Schedule of digitisation

This schedule is based on the digitisation survey carried out by the work package leader.

Planned number of items digitised per month of the project

	2012										2013												2014		
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	
Partner																									
1 CT	0	0	0	0	0	0	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	400	400	0	0
2 MAK	0	0	0	0	0	0	182	182	182	182	182	182	182	1688	182	182	182	182	182	182	182	182	182	182	0
3 DmG	0	0	0	0	50	0	0	50	50	50	50	50	50	50	50	50	50	0	0	50	50	50	50	0	0
4 KIK-IRPA	0	0	0	0	0	50	100	150	150	150	150	150	100	100	100	100	100	100	0	0	0	0	0	0	0
5 KMKG	0	0	0		200	100	100	300	300	400	400	400	400	400	400	400	400	200	100	200	200	200	200	0	0
6 MUO	0	0	0	200	300	0	300	300	300	300	300	400	400	400	400	400	300	0	300	200	200	0	0	0	0
7 UPM	0	0	0	0	100	100	0	200	100	200	0	0	100	100	100	0	0	0	0	0	0	0	0	0	0
8 NBA	0	0	0	0	0	0	0	0	90	95	95	95	95	80	0	0	0	0	0	0	0	0	0	0	0
9 UNIMAR	0	0	0	0	0	695	695	695	695	695	695	695	695	695	695	695	695	695	695	695	695	695	695	685	0
12 IMM	0	0	100	150	150	100	100	150	150	100	0	0	400	400	400	400	400	400	400	400	400	400	0	0	0
13 ICCU	0	0	0	0	0	400	50	650	650	650	650	650	650	650	650	650	650	650	50	650	650	650	650	650	0
14 KK	0	100	100	0	0	0	50	100	300	300	300	200	200	200	200	200	200	100	100	200	100	100	0	0	0
15 DM	0	0	0	0	100	150	100	0	100	200	200	500	450	0	0	0	200	0	0	0	0	0	0	0	0
16 MNW	0	0	0	0	100	100	100	200	200	200	200	325	325	325	325	325	325	325	325	325	325	325	325	325	0
17 WWMF	0	0	0	0	0	0	0	0	150	150	42	0	0	0	0	0	0	0	0	0	0	0	0	0	0
19 MCA	0	0	0	0	0	0	0	0	0	0	700	0	0	700	0	0	700	0	0	700	0	130	0	0	0
21 UIRS	0	0	0	0	58	0	60	0	0	0	0	200	200	200	200	200	82	0	300	300	200	0	0	0	0
22 MNAC	0	0	0	0	300	120	0	100	100	100	100	100	100	100	100	100	100	100	0	100	100	100	0	0	0
23 GC	0	0	0	0	15	25	25	25	25	25	15	25	25	25	25	25	25	25	25	25	25	10	10	0	0
24 RörM	0	0	0	0	27	27	27	27	27	27	27	27	27	27	27	27	27	27	27	27	27	27	27	27	0
25 SCVA	0	0	0	0	0	0	0	0	100	30	0	0	0	80	80	0	0	0	0	0	0	0	0	0	0

Appendix II: Partner-preferred schedule for 3D model creation

This schedule is based on the digitisation survey carried out by the work package leader. '1' is the most preferred month.

Planned number of items digitised per month of the project

	2012										2013										2014			
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
1 CT																2	1	3						
2 MAK															3	3	3	1	1	1	3	3		
3 DmG													3		2	1								
4 KIK-IRPA	No 3D objects																							
5 KMKG				1	2		3																	
6 MUO									3	2	1													
7 UPM									1	2		3												
8 NBA											3	1	2											
9 UNIMAR										3		2	1											
12 IMM														3	2	1								
13 ICCU													3		1	3								
14 KK										3	2			1										
15 DM															1				2	0	3			
16 MNW													1	3	2									
17 WWMF	No 3D objects																							
19 MCA	No 3D objects																							
21 UIRS																			2	1	3			
22 MNAC													3	2	1									
23 GC												3	2	1										
24 RörM												3	2	1										
25 SCVA												3		2	1									