



CASE STUDY:

ARCHIVAL DOCUMENTS

In 1947, we established the first microfiche imaging production facility in the United States, making the new imaging method widely available for the first time. Ever since, Northern Micrographics has specialized in developing new solutions for both preservation and access.

Applying our broad experience, we consult with clients and make thoughtful recommendations based on their priorities. We offer a wide range of preservation services and software including microfilming, digital archiving, metadata creation, search and distribution of images, text and audio.

Maine Writers Correspondence

In the 1920's, the State Librarian of Maine began to collect the work of Maine authors to be housed in the Maine Room at the Maine State Library. This collection is known as the Maine Author Collection and it contains more than 10,000 volumes.

Part of this collection includes about 60 years of correspondence between authors, their families and publishers and Maine State Library staff members. These papers, stored in folders in the Maine Room, are known as the Writers Correspondence Project.

Creating Access

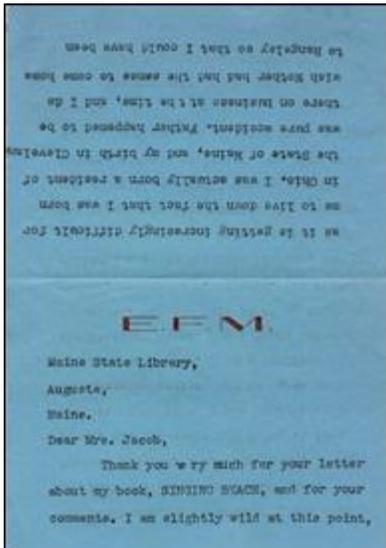
The papers in these folders add value and interest to the Maine Author Collection, but it can be hard to gain access to the information revealed in the files.

The staff at the Maine State Library determined that the best way to create access to this information was to digitize these papers and put the digital images online for researchers and other people interested in these papers.

When searching for a digitizing partner, the library wanted a firm that could offer software tools that would allow the library more flexibility in how it archives and displays the digital images. After a national search, Northern Micrographics (NM) was chosen for the project in part because of its ability to offer those tools.

Digitizing the Material

The project began with discussions between Maine State Library staff and its sales representative at NM about metadata, image resolution, archive and derivative file formats and other issues. Library staff completed the metadata spreadsheet and sent the first shipment of materials to NM's headquarters in La Crosse, Wisconsin.



What do you know worth saving?

www.normicro.com



800.236.0850

Northern Micrographics

February 13, 1936

B.L. Fletcher, Esq.
2 Rector Street
New York City

Dear Mr. Fletcher:

We have received the complimentary copy of INDEX TO FORMS AND PRECEDENTS, which you have so kindly inscribed for us. As we have one copy in use in our general files, we are placing this copy in the Maine Author Collection, our exhibit collection of the works of Maine authors.

Please accept our sincere thanks for your kindness.

Very truly yours
Maine State Library

hm Secretary

The materials were digitized according to the predetermined specifications and returned to the library along with the digital images, ready to be put online at the Maine State Library website.

Materials continue to be shipped from the library to La Crosse for this ongoing, multi-phase project. And when the folders arrive, the digitizing technicians are ready to continue scanning to the specifications with which they are familiar.

Creating Value

The digital images created during this project are now part of the online collection named Maine Writers Correspondence. Visitors to this digital repository can now search these letters, newspaper clippings and photos that document the relationships between Maine authors and the library staff for more than 60 years.

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Maine State Library
Maine State Documents

Maine Writers Correspondence Special Collections

7-9-2014
Henry J. Gardiner Correspondence
Henry J. Gardiner
Maine State Library
HJG:Jacob