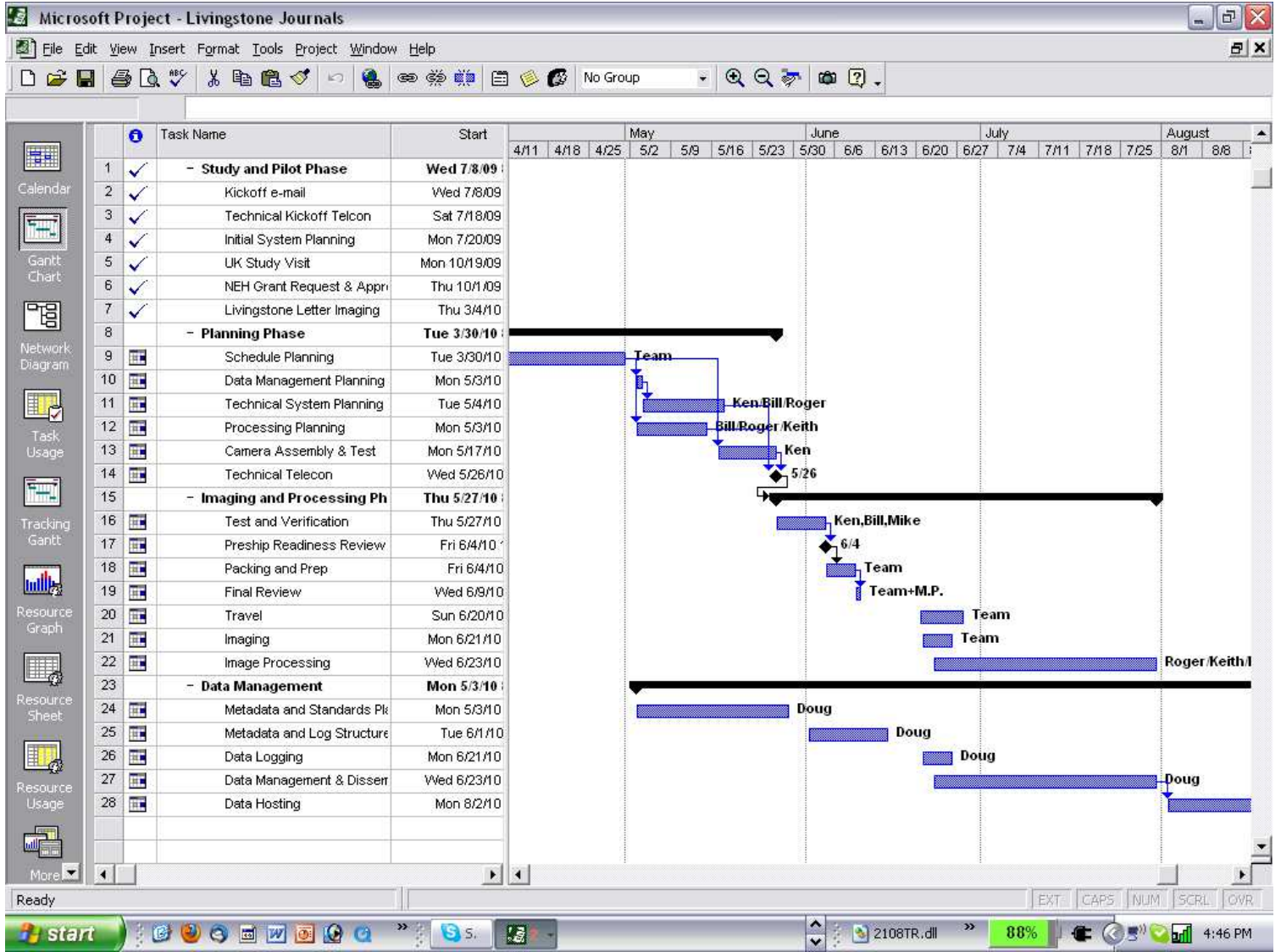


Livingstone 1871 Field Diary Imaging Plan

To properly prepare and implement an imaging plan for the Livingstone 1871 Field Diary at the National Library of Scotland, the project needs to proceed in several interdependent phases, some of which will proceed in parallel. With this phased approach, the most appropriate and efficient technical methods and work processes will be implemented:

- 1. Assessment and Pilot Phase (Completed)** – Initial assessment of the Livingstone Diary at the David Livingstone Centre in Blantyre, including photos and test spectral images. Pilot imaging of a Livingstone letter in the United States to assess imaging and processing methodologies with the spectral camera system.
- 2. Planning Phase (Ongoing)** – Define the manuscripts to be imaged and the time available for imaging. Based on this information and consultations with the host personnel, develop a draft handling and imaging plan for imaging at the National Library of Scotland. Review the cost estimate based on prior experience and the needs of this particular project.
- 3. Imaging and Processing Phase** – Based on the handling and imaging plans, image all leaves of the Livingstone Diary and additional documents if possible. Process images during and following the imaging for retention on Livingstone Online and to support academic or scientific study.
- 4. Data Management Phase** – Throughout this process the imaging data and metadata must be stored and distributed for processing and study. This data and metadata ultimately will be required to track and catalog each manuscript leaf (recto and verso), and link the image to the respective leaf in Livingstone Online.



Draft --MBT