dLOC Training Program: Pre-Assessment for Module 3

Name: ___________________________  Date: ____________

Please answer the following questions. This will help us to prepare the training and document the learning that happens this week. We do not expect you to know all the answers. Thank you.

**Imaging (Module 3)**

1. Would you scan this document in grey scale (8 bit) or color (24 bit)? ______

   What resolution? ______ dpi

   Why? __________________________________________________________
   _____________________________________________________________
   _____________________________________________________________
   _____________________________________________________________

   _____________________________________________________________
   _____________________________________________________________
   _____________________________________________________________

   _____________________________________________________________
   _____________________________________________________________
   _____________________________________________________________
2. Would you scan this document in grey scale (8 bit) or color (24 bit)? _______
   What resolution? _____ dpi

   Why? ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________

3. What is the generally recommended resolution for this photo (assume it is 4x6)? _____ dpi

4. What is the **archival file format** most recommended for preservation of images?
   a) TIFF    b) JPEG    c) PDF    d) GIF
   Why? ________________________________________________________________
5. When correcting textual images, do you usually straighten or crop the image first? ______

Why? __________________________________________________________

______________________________________________________________