GUIDELINES FOR DIGITIZING PHOTOS FOR SUBMISSION
Yellow Pine Backcountry Historical Museum, Inc.
YellowPineMuseum.org

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IMAGE QUALITY: Low image quality (dpi, or dots per inch), such as 300dpi or below, may suffice for viewing your own recently-taken photos on your computer screen – but archival needs tend to be different. When you think of museums as collections for posterity, taking greater care in reproducing images makes good sense (especially because the scanning process itself does result in some lowering of photo image quality).

We ideally seek clear prints at 8x10" size, and lower-quality scans likely won't print well at a large (easy to view) size. The smaller or lower-quality the original, the less likely it will result in a good quality print. While it does take longer to scan at higher dpi, and uses more drive storage space, we request that you submit photos at a minimum of 600dpi when possible – higher in cases where the original being scanned warrants it.

The following guidelines represent a best-guess approach to scanning:

- Scan at 600dpi *unless...*

- The originals are problematic: very tiny; with subject matter that is very detailed (such as people far away); or blurry – then scan at 1200dpi.

- If you already have scanned historical photos at 300dpi or lower and aren't willing to or can't rescan the originals at higher dpi, *of course* we'd prefer to have them at lower quality than not have them at all! (Or perhaps you'd just rescan those that fall into the "problematic" category?)

Thank you very much for your efforts and generosity in sharing your photos in this way!