

Printed Media

	Min Resolution	Min Color Space	Min Bit Depth	Notes
Books and Textual Based Materials Without Images (non-rare)	300	Gray	8	Capture in color (24 bit) whenever possible.
Books and Textual Base Documents With Images (non-rare)	400	Gray	8	Capture in color (24 bit) whenever possible.
Manuscripts	400	Color	24	Illegible or difficult to read scripts may require a higher resolution.
Microforms	300	Gray	8	Resolution should be calculated at 100% of the size of the original object.
Rare Books	400	Color	24	
3D Objects	300	Color	24	
Aerial Photographic Prints (8"x10" - 11"x14")	400-600	Gray	8	Use 24-bit color when appropriate.
Aerial Photographic Film (>5"x7")	1450	Gray	8	Use 24-bit color when appropriate such as infrared or false color UV.
Art on Paper	400	Color	24	
Photographic Film (35mm-4"x5")	800-2800	Gray / Color	8 / 24	
Photographic Film (4"x5" - 8"x10")	800-1200	Gray / Color	8 / 24	
Photographic Prints (<8"x10")	400	Gray / Color	8 / 24	
Photographic Prints (8"x10" - 11"x14")	400-600	Gray / Color	8 / 24	
Oversize Documents	300	Gray / Color	8 / 24	
Maps	300-600	Gray / Color	8 / 24	
Posters / Broadsides	300	Color	24	

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Audio	96000		24	
Analog NTSC Video	720 x 486		8	Use 10-bit whenever
Digital Video Source Tape, where possible to access bits	Native		Native	
Digital Video Source Tape, where not possible to access bits	Decompressed 720 x 486		8 or 10	
Digital Video File	Native			Subject to file format obsolescence evaluation. If deemed obsolete, decompress to 10-bit native raster (horizontal x vertical pixel count).
Video Optical Disc	Native		Native	Reformat to ISO disc image to capture all video, all angles, all subtitle and multiple languages, and menus.