We need to get this collection of 50,000 objects digitized. I'd love to get through it much faster, with all the visitors we're getting online. But it seems like there are challenges everywhere...

We do what we can do, when we can do it, but I'd be surprised if we've gotten through 10 percent of the collection in the decade we've been chipping away at it. We don't have a lot of collections management staff, and they're not trained for this.

We don't even have a budget for digitization — we live from one grant to the next. And it's not like we don't have plenty of other stuff to keep us busy.

I suppose I could try calling this guy. He says he has had success scaling up digitization at other Smithsonian museums. …

But no one seems to be answering...

I'm Captain Capture. I got your call, and I'm here to help!

Sorry about the mess...

Geez, that was fast. … So you say you can help…?

Of course! If you want to digitize faster, are willing to tackle the challenges, and will work with me. …

To start, let's have a look at these collections.

Here's what we'd like to start with. We just got a collections care grant to assess and conserve these.

That's great! It would slow us down quite a bit if we had to run every other object past your conservators before we digitize. Rapid capture means organizing collections into batches that are in reasonably good condition and similar in their material properties. The more homogeneous the collections, the faster and more cost-effective the process.
Whoa, this might slow us down a bit! All existing descriptive metadata appears to be hand-written in old journals. Are there electronic records for your objects?

Not for those; those are legacy collections that were accessioned in the 1950s. Does that mean we can’t do rapid capture after all…?

Not to worry, we can! These types of challenges come with the territory. We understand that the condition of each collection and their records have unique needs and requirements all their own. Do your objects have unique identifiers?

Yes, in fact, we have them all bar coded with an accession number.

Bar codes—that’s good… an idea I could share as a best practice with other units! I’ll have to remember that. We could really ramp up the automation of metadata capture with bar codes…

How about this; we create skeletal records in your CIS, linked to the digital image through the unique identifier on the bar codes, and flesh it out later.

I like it, but I’m worried about the “later” part. It might be a long time before my staff can get back and do all those records… I’ve heard something about a new Smithsonian Transcription Center that provides a platform for crowd sourcing basic metadata, but I don’t know much about it. Could we use that here?

Good idea! We’ve had great success at other museums using this approach. If you are comfortable with this, we can put interested digital volunteers to work, transcribing entries from those old journals. That would free up your staff to do more specialized work.

Before you decide, you should know that the quality of volunteers’ work has been great and quality control processes are in place to ensure good data transcription…

Now, here’s the part I love…

Do your objects have unique identifiers?
Behold! The Captain Capture Rapid Capture Digitization Pipeline!

It consists of...

...a staging area where your collections staff can lay out the collections to be imaged in an orderly fashion and give them a final once-over.

...a high-resolution camera mounted on a sturdy copy stand. At regular intervals - at least twice daily - we run quality control checks to ensure the equipment is performing up to standard, so you don’t end up with 50,000 blurry images in pastel shades you do not recognize.

The camera is state-of-the-art, so your images will look great online. Web visitors will be able to see even the tiniest details.
... a post-processing station, where an imaging technician can inspect newly-created images, undertake any necessary post-processing, and catch little problems before they become big problems.

... a DAMS station, where your newly created digital images can be safely stored and backed up in the Smithsonian's DAMS server.

... a CIS station, where your new images are matched with records in your CIS.

... and here's how we'll splice the transcription center into the process.

Digital volunteers from around the world can log in...

... and help enrich collections records using your customized, pre-defined data input fields.

Then it is onward and upward! From storage shelf to the public in 24 hours!
Fabulous! But I need to ask: what does all this cost? It looks expensive...

Funny you should ask, because I just finished this new-fangled cost-calculator* that will give you some sense of that.

But let's look at the bigger picture...

* dpo-sp.s.i.edu & click cost calculator link

Remember the way you used to digitize? A little here, a little there, when there's time and money? No systematic work flows? Second-hand equipment? No quality control? Images stored on USB drives, CDs or DVDs?

Well, it's not only faster to digitize whole collections using rapid capture processes, but - item for item, if you really add up the costs - it's a whole lot cheaper, too.
At the other end of the scale, there are a few places that have really gone industrial. At the end of the day, that’s the most cost-effective way to work through big legacy collections, but you need more time and money up front for planning, hiring, building out infrastructure, and prepping huge quantities of collections for capture. And it only works if you have truckloads of collections to keep it running. Your 50,000 objects are not enough — at least not by themselves. But if you want to team up with other Smithsonian museums that have big collections, it could be worth the investment!

So can you take care of all of this? Can my staff and I just leave it in your hands and get back to the 101 other things in our in-boxes...?

I’m afraid not. We need to collaborate on this project.

We have to work together to slay the digitization dragon. Your expertise and knowledge helps inform the best solutions to optimize rapid digitization workflows.
It sounds like a good deal to me. With your help optimizing digital capture, my limited staff will have more time for the collections management activities they were trained for. You know, I thought 50,000 objects was a lot. But with this set-up it will be done in a few months… Hark! Another cry for help! I must go, but I will be back…

There are millions of objects and tens of thousands of cubic feet of archival collections at the Smithsonian… Who knows where I will go next?

To discuss customized rapid-capture solutions for your collections – or to order your Captain Capture t-shirts, action figures, video games, and other merchandise – please contact the Digitization Program Office (DPO). DPO can also provide tools for planning a rapid-capture project, including an online questionnaire to determine if your collections are good candidates for rapid capture, and a cost calculator that can provide an estimate for the costs of rapid capture for your collections.

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