GENUS
ARCHIVE · DIGITISE
www.genusit.com

Genus Digitisation

Heritage Digitisation

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Heritage digitisation projects can often be complex and demanding on budgets and time. Outsourcing digitisation can seem quite daunting as there are very few specialist companies which have the understanding, training and equipment to handle heritage materials. Genus offers such a service using experience gained from working with conservation officers, librarians and archivists, ensuring that precious originals are handled, stored, and captured correctly. Such projects can be built from the ground-up, offering a truly bespoke service, best suited to your individual requirements. We understand that approaching digitisation of any material can be quite a daunting task, however we can help you with advice and consultancy for your specific requirements. No two digitisation projects are the same, the approach and methodology are important to ensure the best results for the requirements of your organisation.

Our free of charge consultancy offers you the opportunity to be visited by a digitisation specialist who can discuss your aims and objectives for the future. They will review your current collections and help you set out a plan to turn your originals into a digital archive, using the most suitable digital capture techniques and the ideal delivery platform, with no commitment to use our services or purchase equipment.

The Studio

Our studios, based in the Midlands, have been specifically designed for the digitisation of heritage material, whether it be Bound Volumes, Loose Manuscripts, Maps, Glass Plate Negatives, or other Photographic material. Our skilled digitisation team are experienced in the handling of culturally significant materials and have received training from industry experts in the best practices of content handling. We only use fully contracted direct employees with no agency staff and everyone has an up to date DBS check in place. Correct protocols are followed to ensure the best possible handling of material while in transit and during its time in our care.
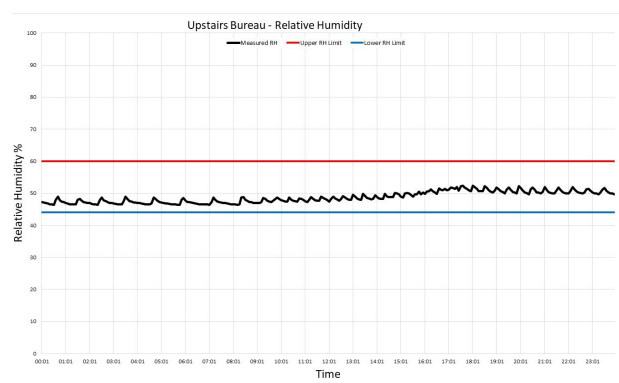
Transportation

Transportation is carried out in one of our plain, non-signwritten vehicles. Our vehicles are fitted with air-sprung suspension, GPS tracking (live data available) and climate monitoring within the load area. Transit boxes and dollys can be provided to reduce the handling and carrying of content to a minimum. Unloading is carried out under cover of our loading bay for security and giving protection from the elements.

Our Premises

Our premises are wholly owned by the business and consist of solid construction to first floor level. There is comprehensive security including a card-entry door system with logging facility and CCTV to the loading bay and all entry points to the studio area. There are no external windows to any of the studio or store areas. We actively encourage any prospective clients to visit our facility to carry out their own security review before commencing a project with us.


All storage and digitisation is undertaken in a humidity and temperature controlled environment which has been designed in accordance with PD5454:2012. A log is taken of climatic conditions 24/7 and access to this can be provided to clients upon request.

Goobi

A full manifest of incoming material is taken to ensure ingest to our workflows happens smoothly. Parent level and child level records are correlated against client-provided records to ensure complete capture of the archive. The manifest is ingested into Goobi – our workflow application.

Goobi is a post-processing and workflow application for digitisation projects. It is employed globally by many leading institutions to provide a robust and seamless control system for mass digitisation projects. Genus is proud to be the only external studio service provider in the UK to use Goobi. Together with a comprehensive range of image processing features which ensure consistent looking and named images across all file formats and derivatives, Goobi allows us visibility of projects at a granular level, a feature we can give direct access to clients so you can track your projects in real-time through the workflow. Powerful reporting tools provide total transparency throughout the process ensuring invoicing is clear and straightforward. Although not every project is controlled via Goobi, we have processed over 600,000 images through the system in 4 years.
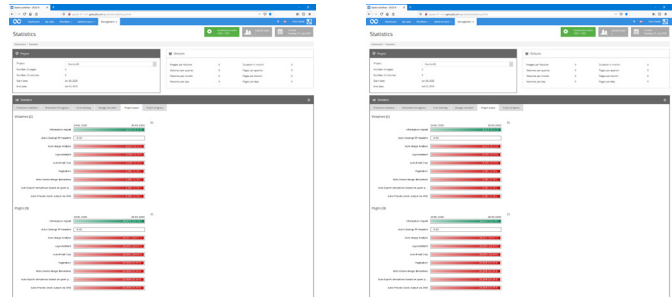
Colour Control

Colour control is vitally important for the accurate reproduction of images across display, web, and print outputs. To ensure peace of mind we control all of our input and output devices carefully, only using colour calibrated monitors and creating ICC profiles for capture devices. Master archival files are often supplied containing a colour target within the image. Surrogate derivatives often then have the image cropped so the target is removed.
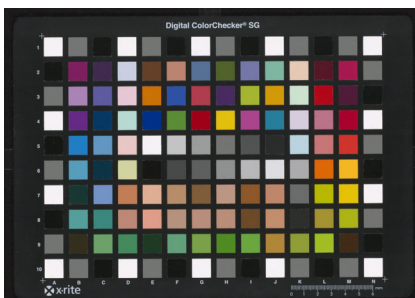

As Industry leading capture equipment providers, Genus is in the unique position to be able to select best-of-breed devices to ensure optimum handling and digital output across a wide range of material. We utilise hydraulic book cradles, Illumination in the form of cold lighting and light boxes with correct Colour Temperature and Colour Rendering Index (CRI) values, geared camera columns and tried and tested wedges and snake weights - whichever method is most suitable for the content in question.

We employ capture devices in both camera and scanner formats, giving us the flexibility to select the best item of equipment for each project. From full-frame DSLR cameras fitted with prime lenses, to A3, A2 and A0 flatbed scanners from SMA and high quality capture devices from Zeutschel and Book2Net, we maintain a full range of equipment, ensuring the very best possible image, regardless of the original format. Our team of 5 factory-trained engineers ensure the equipment is fully calibrated, and always maintained.

We have two studios dedicated to photographic capture containing four dedicated booths plus another eight flexible capture stations. Our third room is given over to scanning devices and post-processing operations where we have another 10 seats.

Image Processing

Image processing is carried out in a combination of Adobe Photoshop and Lightroom applications. We have staff skilled in photographic retouching and keywording/captioning to ensure enrichment of your content making it searchable by your stakeholders and clients.
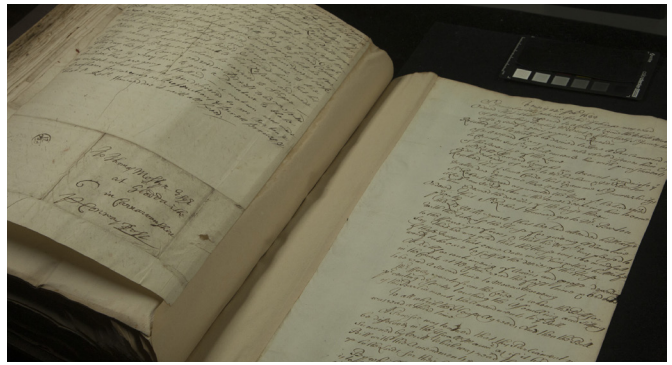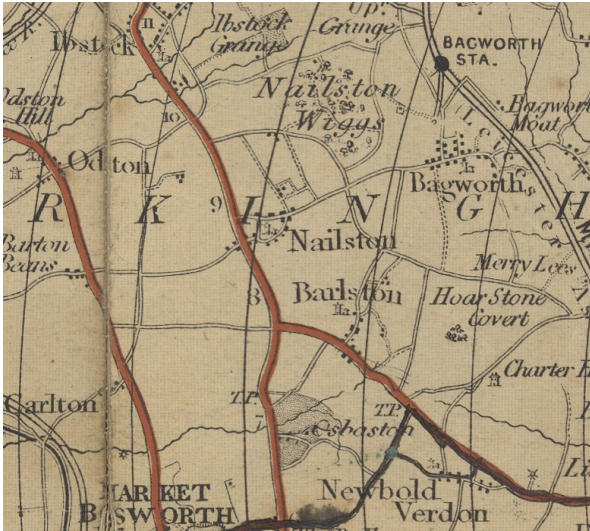
Photographic images are output within a managed tonal range, guaranteeing the maximum amount of data is retained within the image by ensuring there is no clipping of highlights or shadows. With an impressive array of image processing servers and secure NAS volumes providing over 120TB of storage we have the capability to convert up to 16,000 images files per hour within our server-based image transformation package running unattended 24/7. We also have the capability to OCR over 8,000 pages per hour. Our OCR engine supports many historical fonts such as Gothic black letter and Schwabacher and produces results in over 200 languages, so there are few instances where we cannot draw out additional functionality from such images

Genus is certified to ISO 9001:2015 and ISO 27001:2013 ensuring we have procedures in place to provide the very best service to our clients along with the confidence their irreplaceable content is secure.

Ways to get in touch

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What we do

Digitisation Solutions
Scanning & Capture Services
Document, Book & Microfilm Scanners

Microfilm Solutions
Fujifilm
Conversion Services
Conversion Hardware

Technical Support
Hardware Support
Software Support

Content Management
Electronic Document Management
Digital Asset Management

Print Solutions, Design, Print, Web