

DELIVERABLE

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D2.2 Definitive Statistical Report on Numbers of Items Selected

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1. Executive Summary

This deliverable contains the 'Definitive Statistical Report on Numbers of Items Selected' within Europeana Collections 1914-1918 project. It gives an overview of the number of objects that have been selected until the end of the selection process (Month 34) with an ultimate update of the figures based on the final numbers that have been reported by the partners at the end of April 2014.

The information in it was compiled from all partner institutions with the help of 'Digitisation progress monitoring templates' (DPT) in paper forms in month 6 (October 2011) and in month 12 (April 2012). After project year one, information on objects selected, digitised and ingested were gathered together with the help of a collaborative workspace.

DPT frequent updates have been made by partners during the entire project, at least twice a year, with written summaries entitled Statistical report on numbers of items selected to month 6 (October 2011), month 12 (April 2012), month 18 (October 2012), month 24 (April 2013), month 30 (October 2013) and month 34 (February 2014) made by WP2 leader (See milestones MS10-14).

To start with some collective reflexion on the concrete selection process, to ensure that the progress and processes of the project are correctly documented, comprehensible, and transparent, a 'Digitisation progress monitoring template' was created, discussed, and agreed on by all partners at the Work Package 3 Kick-off Workshop in Vienna on 7th and 8th September 2011.

Despite the fact that the monitoring of the selection, digitisation and ingestion progress were concerning two work packages (WP2 and WP3), it was agreed that one unified monitoring template would be used by all project partners. The 'Digitisation progress monitoring template' was slightly adapted after the first internal reporting (MS 10 and MS 16: Statistical report on numbers of items selected/digitised to month 6). To further simplify the documentation and data collection processes for the project partners it has been agreed to use the collective workspace platform EditGrid¹ for this purpose.

In project month 36 (April 2014), all partners were asked to update the 'Digitisation progress monitoring template' with their final numbers of items. The information provided by the partners will be presented on the following pages. Several graphs are included in the deliverable in order to present the documentation in a more descriptive way. All concrete numbers provided by the partners can be found in the 'Digitisation progress monitoring template' attached as an annex to this report.

¹ <https://www.editgrid.com> (platform shut down at 01.05.2014)

No.	Short name	Name	Country
1	SBB/SPK	Berlin State Library / Stiftung Preußischer Kulturbesitz	Germany
2	BnF	National Library of France / Bibliothèque Nationale de France	France
3	BNU & BDIC	National University Library of Strasbourg / Bibliothèque Nationale et Universitaire de Strasbourg Bibliothèque de documentation internationale Contemporaine	France
4	BNCRM	National Central Library of Rome / Biblioteca Nazionale Centrale di Roma 'Vittorio Emanuele II'	Italy
5	BNCF	National Central Library of Florence / Biblioteca Nazionale Centrale Firenze	Italy
6	KBR	Bibliothèque royale de Belgique – Koninklijke Bibliotheek van België / Royal Library of Belgium	Belgium
7	BL	The British Library	United Kingdom
8	KB	Det Kongelige Bibliotek, Nationalbibliotek og Københavns Universitetsbibliotek / Royal Library of Copenhagen	Denmark
9	ONB	Österreichische Nationalbibliothek / Austrian National Library	Austria
10	NLS	Narodna Biblioteka Srbije / National Library of Serbia	Serbia
12	ICCU	Istituto Centrale per il Catalogo Unico delle Biblioteche Italiane e per le Informazioni Bibliografiche / Central Institute for the Union Catalogue of Italian Libraries (ICCU)	Italy

Partner 11, UBER (Humboldt-Universität zu Berlin) does not provide content.

2. Selection Process and Progress Reporting

In the DoW the project consortium has indicated that 425.000 WW1 sources will be made publicly and freely available online via Europeana within the project Europeana Collections 1914-1918. To guarantee and monitor the success of the digitisation project, the partners have agreed on the schedule 'Selection/Digitisation/Ingestion in Europeana' below.

Objective/ expected result	Indicator name	Expected Progress		
		Year 1	Year 2	Year 3
Selection and Digitisation Process				
1. Number of selected items	SELITM	100.000	200.000	350.000
2. Number of digitised items	DIGITM	50.000	150.000	350.000
3. Number of items online in 'Europeana' (including approx. 75.000 items, that have already been digitised outside the project)	EURITM	10.000	100.000	425.000

2.1 Organisation of the Selection Process

While all partners had already described the content to be digitized at the DoW, in many cases the decision on exactly which item would be selected for digitization would be a curatorial decision based on the content quality (literary and artistic quality, relevance) but also in function of preservation issues and intellectual property rights statements.

Because the Europeana Collections 1914-1918 project covers 20th century material, the selection process had to involve considerable effort which can be compared to the preparation of a physical exhibition. The quantitative importance of the wartime heritage had to be taken into account within this selection process. Within a 36 months project and some limited budget, it was not possible to digitize the entire war collections. Curators had to choose the most important pieces within their collections. Curators also had to take care on IPR issues. As many creators (e.g. authors, artists) were very young during the conflict, many of their works are still protected by copyright laws in 2014. So, Curators had to clarify the legal status of the objects they intended to select. Finally, due to the economic context at war times many outstanding pieces (e.g. trench journals, personal diaries, newspapers or sketches) have been produced on paper with very bad quality. Curators had to take into consideration the material status of the objects within their selection process, too. Furthermore, the project partners had agreed that this process would be as flexible as necessary and would need to take account of different contexts in special collections. Some partners had already identified complete collections (e.g. war photograph collections) that could be easily retrieved from the stacks, but most of the consortium members would continue to discover exciting materials in their special collections (e.g. autographs in the literary collections) during many months.

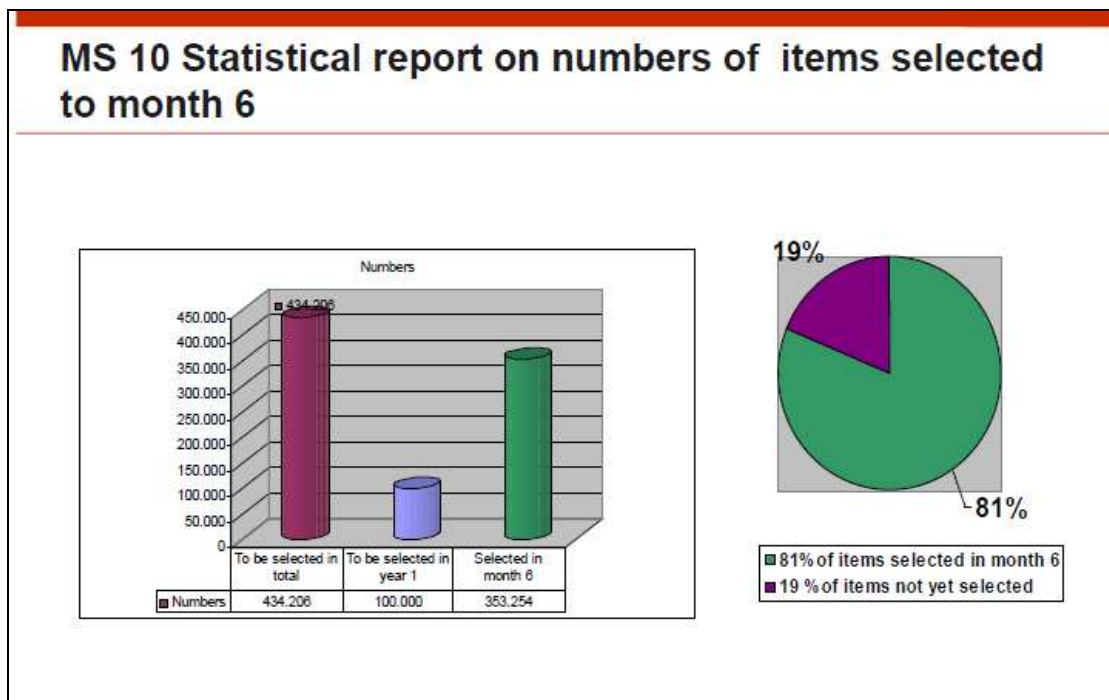
All partners had identified relevant sections of their collections and special collections for digitization and provided substantiated projections of the number of items to be digitized within the DoW. But the effective selection process had to be made during the project itself.

To harmonize the day to day selection process, a workshop has been organized on Skype on 26th of June 2011 with all the project partners with the aim to set up some common list of Selection Criteria to guide the curators within their task. Results of this workshops have been agreed in Vienna during the WP3 Kick off meeting and fixed on paper (see D2.1 “Specification of Selection Criteria and Thematic Subcollections applied in the project”² and its annex “Guidelines to support the curators in their selection of items for Europeana Collections 1914-1918”³). Special focus was given on the approaches for books and special collections materials such as posters, leaflets, photographs, manuscripts, letters etc. and thematic clusters.

2.2 Monitoring of the Selection Process

Following the Skype Workshop (26th of June 2011) and the WP3 kick-off meeting in Vienna (7-8th of September 2011), partners had clear guidelines to go on with their selection of the items.

Strong efforts have been made during the first months of the project. More than 80% of the total number of items to be selected within the project had already been selected by the partners in February 2012:

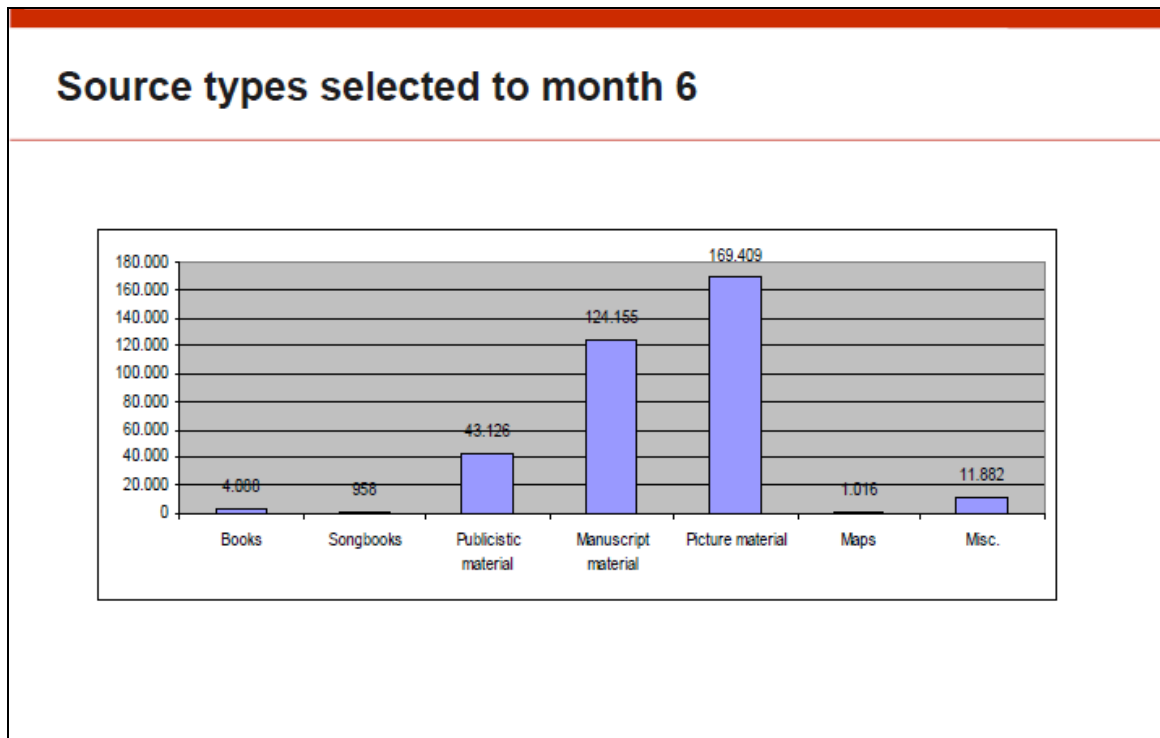


² http://wordpress.ec1418.eu/wp-content/uploads/2012/04/D2_1_Specification_of_Selection_Criteria1.pdf

³ http://wordpress.ec1418.eu/wp-content/uploads/2012/04/D2_1_A1_Handout.pdf

⁴ Frédéric Lemmers & Ellen Geisriegler, "Selection and Digitisation Progress", 2nd Consortium Meeting, Rome, 6 February 2012.

In this time, iconographic material was already the most represented type of document within the corpus in preparation. As manuscript material was also well selected, selection of printed sources appeared more difficult.



At the 3rd Consortium Meeting in Belgrade in October 2012, most of the partners had already achieved the largest part of the selection of content. 94% of the total number of items to be selected on the project level had already been chosen.

As the selection process was almost finished in July 2013, it was decided during the 4th Consortium Meeting in Copenhagen in July 2013 to officially close the selection process by the end of October 2013.

In parallel to those presentations of the state of the art made at all Consortium Meetings, the selection process had been monitored like digitization and ingestion activities through some unified interactive webtool.

A unified 'Digitisation progress reporting template' has been created and agreed on by all project members in month 5. To further improve the quality of the collected data, to collect more essential information, and to gain an even better overview of the project progress, a few more columns have been added to the monitoring template.

To simplify the process of data collection for all partners, to avoid confusion and to guarantee constant availability of the latest version of the 'Digitisation progress monitoring template', the project consortium has decided to use the collaborative workspace platform EditGrid⁶. All project

⁵ Frédéric Lemmers & Ellen Geisriegler, "Selection and Digitisation Progress", 2nd Consortium Meeting, Rome, 6 February 2012.

⁶ <https://www.editgrid.com> (Service shut down at 01.05.2014)

partners were given access to a shared 'Digitisation progress monitoring template' on EditGrid and were asked to update their data directly online. Additionally, regular backups of the template were made during the reporting period to avoid a loss of data in case of problems with the platform.

The template provides one sheet for each partner institution and one as a summary with the numbers of all content providers.

Content and description of the monitoring template:

Column A (Provider) and B (Last date of reporting) contain the abbreviation of the content provider and the latest date of reporting. For this deliverable D2.2 the last day of the reporting period was April, 16th 2013.

The project consortium has agreed on seven different main source types for the digitisation project:

- Printed books
- Songbooks and sheet music
- Publicistic material
- Maps
- Manuscript material
- Picture material
- Miscellaneous material.

The source types had to be indicated in **Column C (Source type)**.

All partners have been asked to fill in the numbers of each source type according to the DoW into **column D (Proposed source type according to DoW)**.

For organisational reasons, most partner institutions have split up the different source types into subcollections (**Column E – Collection Description**) with the aim to deliver these subcollections to Europeana. To make it easier for the partners to document their progress in selection, digitisation, and data delivery, various categories for subcollections have been elaborated (following the WP2 'Selection criteria workshop' in June 2011 and the WP3 'Kick-off workshop' in September 2011). The subcollections stayed optionally extensible by the content providers in case an accurate term could not be found in the provided list.

Source type 1: Printed books

Subcollections: Reference works; Fiction; Light fiction Poetry; Theatre; Children's literature; Military literature, guides manuals; War libraries; Daily life; Travel literature; Historical literature; Religious literature; Financial and economic literature; Political, propaganda literature, Medical literature; Welfare literature; Popular regional literature; others

Source type 2: Songbooks and sheet music

Subcollections: Manuscript music book; Manuscript music sheet; Printed music book; Printed music sheet; Music Journals & periodicals; Other printed materials (folders, concert programs, postcards)

Source type 3: Publicistic material

Subcollections: Newspapers; Other periodicals; Pamphlets and leaflets; Other publicistic material (community newsletters, specials announcements of companies and societies, posters, commemorative announcements)

Source type 4: Picture material

Subcollections: Drawings, sketchbooks; Paintings; Posters; Photographs; Postcards, Poststamps; Medals, coins; Other Picture Material

Source type 5: Manuscript material

Subcollections: War postcards; War journals; Diaries; Letters

Source type 6: Maps

Subcollections: Manuscript maps; Printed maps; Atlas; Other geographic material

Source type 7: Miscellaneous material

Subcollections: Printed letters; Biographies; Reports; Journals; Memoirs; Episodes; Other

In **column F (Unit of measurement)** all partners had to indicate the unit of measurement (e.g. volumes, pages, items, etc.) to enable a transparent counting.

In **column G (Numbers of items foreseen according to DoW)**, the content providers have been asked to indicate the numbers of items foreseen for each subcollection according to the DoW. The total amount of items from the subcollections within one source type had to be the same as the number of items related to the source type.

Columns H to J: NUMBER OF OBJECTS like books, songbooks, albums, letters etc:

Depending on different technical ways of providing metadata records and displaying content, as well as differing traditions in the definition of 'objects' between countries, institutions and type of material, the expression 'item' does not necessarily express the same kind of content for each partner. With these newly added categories, the EC1418 partners tried to approach as closely as possible to the Europeana users' view and to count 'objects' like we expect a Europeana user to count them. This is to say, e.g. independently, whether one partner provides 256 metadata records for each page of a book or one single metadata record comprising 256 pages, these 256 'items' will be counted as '1 book' at this category. The opposite way is true as well. Content consisting of e.g. 357 photographs from one unit, provided in 1 metadata record, will be counted as 357 photographs

Column K (Actual numbers of items to be digitised) has been used to indicate the number of items (for each subcollection) to be digitised in the project. These numbers have changed for most content providers within the progress of the project. For many content providers, the figures announced in the DoW for each subcollection were only a quantitative indication. Because the effective selection had to follow the specifications published in Deliverable 2.1 "Specification of the Selection Criteria and Thematic Subcollections applied in the project" and its Annex 1 "Handout", the first estimation has been continuously re-evaluated by most content providers. Furthermore, curators may have discovered new relevant sets of documents which were added in the selection. For this reason, the effective number of items by subcollection has been re-evaluated every six months to reflect the exact progress of the project.

Columns L to S were meant as **Production Monitoring Summary**, observing the present progress of the project. In the columns **L, N, P, and R** the partners have continuously updated the numbers of items they had selected, digitised, ready for harvest, and ingested in Europeana at the end of each particular reporting period, while the percentage of the respective numbers has been automatically calculated in the columns **M, O, Q, and S**. As the work package leaders have discovered a sometimes quite high difference between the numbers of items already digitised and the numbers of items actually ready for harvesting, the project management decided to add a column 'ready for harvest' to the progress reporting template. The information provided in this

column was intended to improve the planning of the data ingestion processes to Europeana. The number of items 'ready for harvest' was perceived as indicator for those items which were digitised and available with the full set of metadata.

The collection of information about controlled vocabulary and metadata has been extended with columns **T to X**. The partners have been asked to indicate, whether they were planning to use any controlled vocabulary to provide information about the object on a certain level. This referred to the support of any kind of normative data in the metadata, but especially to the support of controlled vocabulary developed in the Europeana Collections 1914-1918 project: A list of WW1 subjects and objects has been set up and validated by the partners as a common classification of content. Based on four questions (What as subject? What as object? plus Who? And When?), this classification should facilitate the matching of the collections and the filtering of the results in the Thematic Portal. Each partner could decide whether to enrich its metadata with this information or not and could indicate it here.

The next **columns (Y to AC)** have been provided for indicating '**Format and Quality**' of the master and access copies and for giving information about plans for **OCR**.

The partners stated the metadata formats of each subcollection in **column AD (Metadata)**. As the number of scans might vary from the number of items (in case of newspapers, brochures, books, etc.) **column AE** has been provided for specifying the definite number of scans.

3. The Project's Selection Progress to Month 36

The following chapter will give an overview of the selection progress of the Europeana Collections 1914-1918 project at the end of its third year (April 2014). All partners have continued their work started in year one, finalised selection and continued with digitising their objects. This has happened according to the DoW and to the results of the workshop on selection.

3.1. Selection Progress

By April 2014, all partners have successfully carried out their **selection of items** to be digitised within the project. According to the DoW, 425.000 items should have been selected in the third project year. **As in the previous project years, the project partners have been more ambitious with their selection than in the initial plan and 485.314 items in total have been chosen by month 36.**

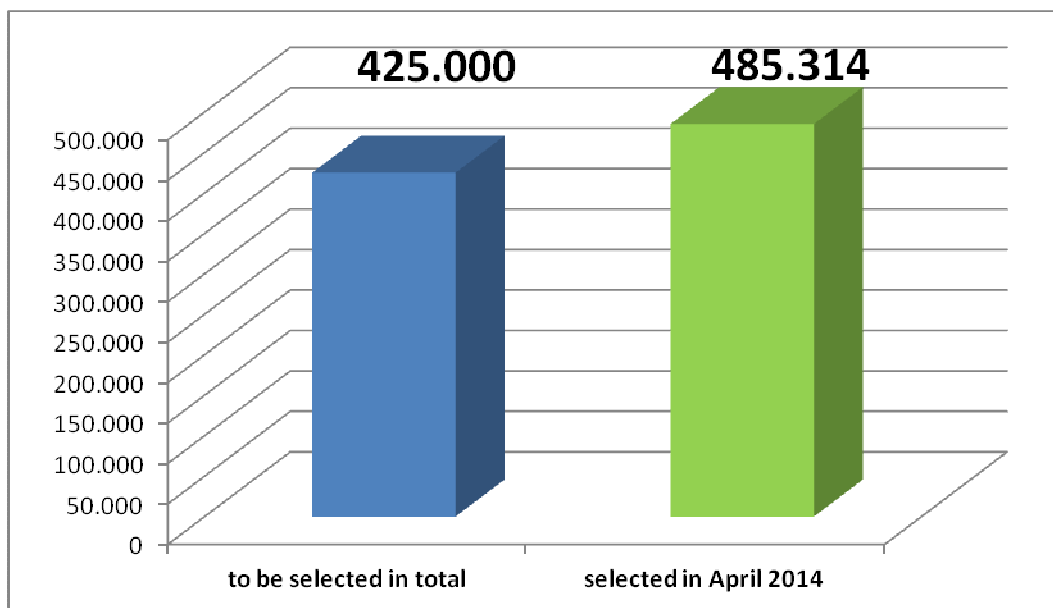


Figure 1: selection at the end of the project

These **485.314 items** represent **116%** of the total amount of items to be selected within the entire project. Almost all partners **indicated that they would select more items than initially planned, so it was very likely that the project goal according to the DoW would be exceeded.**

3.1. Definitive Selected Content

At the end of the project, the partners have selected for digitization the following amount of objects:

- SBB 7.137 items
- BNF 47.897 items
- BNU 74.029 items
- BNCRM 5.579 items
- BNCF 3.892 items
- KBR 15.027 items
- KB 8.660 items
- BL 9.829 items
- ONB 80.030 items
- NLS 2.066 items
- ICCU 231.168 items.

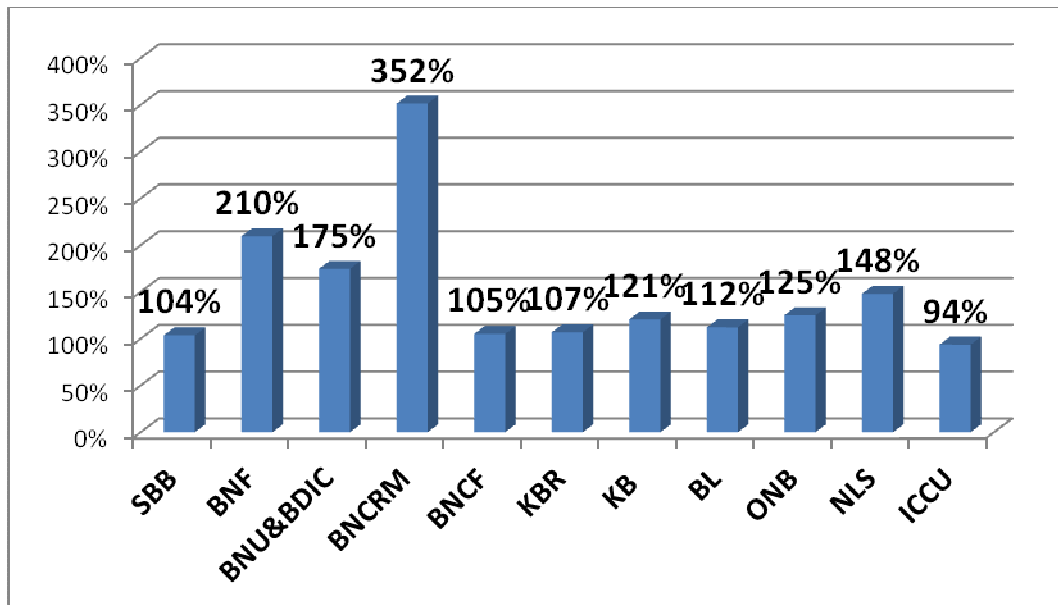


Figure 2: selection effort until year 3

Almost all partners delivered **more than 100%** of what was promised according to the DoW and in most cases even more.

BNCRM has finally selected a significantly higher number of items than they had to.

After a process of re-evaluating and re-structuring their indicated content list, as well as an amendment, **BNF** was finally able to digitise 209% of what is indicated in the updated DoW.

Also partner **NLS** digitised significantly more than initially planned and provides almost one half more than initially planned.

Partner **KBR** discovered a very interesting collection of propaganda postcards which were an interesting contribution to the project and which were completely unknown before. Due to an extension of its budget, KBR was able to select this entire collection, to describe it completely and to digitize it within the project. With this new collection and the Project Contract Amendment, its original objective of 10.658 items increased to 14.058 items.

Partner **ICCU** discovered in the final project year that its provision of items slightly differs from the rest of the project partners and realised a discrepancy in its already selected material. ICCU's content list was based on the provision of archival records representing items. Additionally, it was discovered that the already digitised material was less than originally assumed. Together with ICCU the Executive Board took actions to go into detail of the records, items and objects to harmonise the indication of items with respect to the items counting of the rest of the project. For this reason ICCU provides in terms of items 94% of what was initially planned according to the DoW, representing 231.168 items.

According to the DoW, ICCU had to provide both, items digitised during the project as well as items digitised before the project. That is why it was evaluated how many items were already digitised before the beginning of the project and how many items have been digitised within the project: According to the DoW ICCU should provide 246.600 items. Subtracting the already digitised material (21.000 pages of periodicals + 40.600 items of picture material) 185.000 items were remaining for digitisation during the project. Actually partner ICCU digitised within the project 195.208 items, thus having 106% digitised.

In total the EC1418 project has provided **467.084 objects**. The following pie chart is based on this number and gives an overview of the amount of objects selected for digitization for each object group by all partners in total:

- 12.892 printed books
- 1.735 Songbooks and sheet music
- 104.412 objects of publicistic material
- 159.981 objects of manuscript material
- 178.785 objects of picture material
- 1.199 maps
- 8.080 miscellaneous objects.

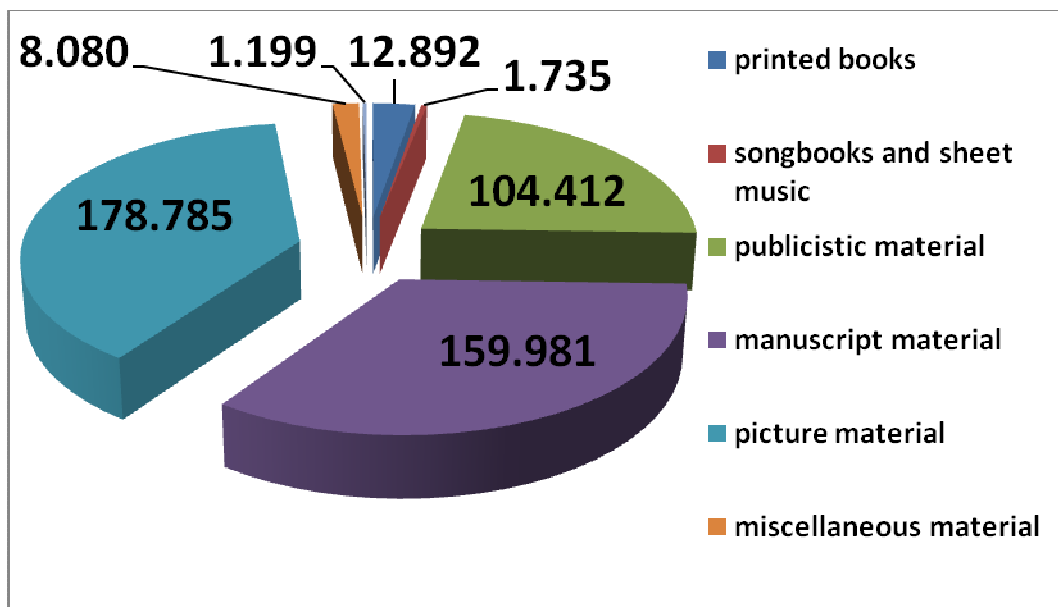


Figure 3: material selected until year 3

On this corpus, **66.996 items have been provided to Europeana with full-text information which represents 14% of the selected corpus**. This full text corpus consists of 10.188 printed books, 521 Songbooks and sheet music, 55.270 items of publicistic material, and 1.047 items of miscellaneous material.

4. Classification of the selected content

Even if all the items selected by the project partners concern the Great War, the entire corpus covers a broad variety of war related topics, time periods, geographical locations, giving many different perceptions of the conflict and testimonies of the war experience.

To upgrade the consistency of these sub-collections, to facilitate the cross-border approach of those collections and to facilitate their search online, the Project Executive Board decided to set up some working group with the mission to make a reflexion on the ways how to implement some transversal classification of the content.

Constituted by representatives from all institutions – Frédéric Lemmers (KBR), Ellen Geisriegler (ONB), Patrizia Martini (ICCU), Silvana Da Capua (BNCRM), Guillaume Badou Barthélemy (BNF), James Clements (BL), Vesna Injac (NLS), Mareike Rake (SPK/SBB), Thorsten Siegmann (SPK/SBB) and Jens Prellwitz (SPK/SBB), this working group has met several times on Skype from October till December 2011.

A list of WW1 subjects and objects types has been set up and validated by the partners as a common classification of content⁷. Based on four questions (What as subject? What as object? plus Who? And When?), this classification aims to facilitate the matching of the collections and the filtering of the results in the Thematic Portal.

Each partner could decide whether to enrich its metadata with this information or not and could indicate it into DPT (columns **T to X**).

Originally made in English, this controlled vocabulary list became a multilingual table to be implemented into the thematic portal index as filter option.


⁷ <http://www.europeana-collections-1914-1918.eu/wp-content/uploads/2012/04/Classification-of-content-in-EC1418.pdf>

5. Metadata Quality Check

The first publications of content in Europeana have shown some deviations between expectations, reported information into DPT and intended display of information on the Europeana website.

To help the partners to ameliorate the display of the content they were providing to Europeana, the Project Executive Board decided to start monitoring the metadata quality of collections already published in Europeana.

The WP2 leader prepared together with the Executive Board a workflow and a Metadata Quality Checker File Template to be filled in by each Project Executive Board member for a collection published.

 europeana collections 1914-1918	
Collection Quality Checker	
Date: _____	
<p>This document is made to help the content providers within Europeana Collections 1914-1918 project to check the quality and the display of their metadata in both TEL and Europeana websites.</p> <p>With filling in this document, partners give the opportunity to the project to refine the general quality of the delivered information and to identify structural problems on both websites which could help to the development of those.</p>	
Collection Name: Collection Number:	
Collection Link on Europeana:	
Collection Link on TEL:	
Yes / No	Collection is available online on TEL?
Yes / No	Collection is available online on Europeana?
Yes / No	If the collection is online on Europeana, is the collection corresponding with the figures that were announced in the EditGrid Spreadsheet?
Availability:	
Yes / No	Link to the item in high resolution at the partner's digital library is working (Please check at least five items – in case of problems, please check more items)
Comment:	
Yes / No	Item at local digital library is accessible without any restriction of access (logins, etc.)?

This monitoring of the quality has been very useful to notice deviations in display on the Europeana website, to verify the effective support of the minimal classification of content, and to inform the partners if some inconsistency had been noticed within their metadata.

6. Summary

To summarize the selection efforts of the project Europeana Collections 1914-1918 at the end of the project it can be said that project goals were successfully (over)achieved on both project and partner levels (**selection: 485.314 instead of 425.000 items**).

From a global point of view, the selection has been finished by exceeding the 100% mark: however, as almost all partners have identified more material than initially planned, they provide more material to the project.

The final selected corpus covers a huge diversity of materials with a predominance of iconographic sources.

As the project partners have well supported the list of controlled vocabulary within their metadata, cross-border collections have been constituted with the possibility to search above the single collection by topic. As transversal navigation has been made possible, EC1418 has set up some interactive and cross-border European digital corpus on the Great War which opens real and fascinating possibilities for the researchers to confront sources, to compare testimonies and perceptions from all parts of Europe.

The cooperation and communication within the project consortium was very fruitful and supportive. All partners continued with their selection process and revised their figures in function of their advancements, and provided the work package leaders and project management with essential information for the reporting in time.

In the end, it turns out that the processes of the project from selecting to digitising to metadata generation to ingesting items were more iterative than parallel processes. The high achievement rates in selection show, that the partners concentrated on the selection of items in the beginning of the project.

Annex I – ‘Digitisation progress monitoring template’

Screenshot from the ‘Digitisation progress monitoring template’ from April 30th, 2014.

	NEW from Oct2013: NUMBER OF OBJECTS at the beginning of the project	NEW from Oct2013: NUMBER OF OBJECTS at the end of the project	Definitive number of scans (Total sum)	Sum: Proposed Source Quantity According to Description of Work	Selected		Digitised		Ready for Harvest		Ingested in Europeana	
					amount	percentage	amount	percentage	amount	percentage	amount	percentage
SBB	6,880	7,137	304,005	6,880	7,137	104%	7,137	104%	7,137	104%	7,137	104%
BNF	22,839	47,897	706,093	22,839	47,897	210%	47,897	210%	47,897	210%	47,897	210%
BNU & BDIC	42,363	53,918	288,662	42,363	53,918	127%	53,918	127%	53,918	127%	53,918	127%
BNCRM	1,587	5,579	87,797	1,587	5,579	352%	5,579	352%	5,579	352%	5,579	352%
BNCF	3,702	3,892	180,795	3,702	3,892	105%	3,892	105%	3,892	105%	3,892	105%
KBR	14,058	15,027	187,287	14,058	15,027	107%	15,027	107%	15,027	107%	15,027	107%
KB	7,172	8,660	157,128	7,172	8,660	121%	8,660	121%	8,660	121%	6,798	95%
BL	8,758	9,829	248,358	8,758	9,829	112%	9,829	112%	9,636	110%	7,139	82%
ONB	63,933	80,030	458,497	63,933	80,030	125%	80,030	125%	80,030	125%	79,007	124%
NLS	1,395	2,035	45,017	1,395	2,035	146%	2,035	146%	2,035	146%	2,035	146%
ICCU	137,443	212,938	256,686	246,600	231,168	94%	231,168	94%	231,168	94%	231,168	94%
	310,130	446,942	2,920,325	419,287	465,172	111%	465,172	111%	464,979	111%	459,597	110%

Last date of reporting	Source Type	Proposed Source Quantity According to Description of Work	Collection Description (DoW extended)	Unit of measurement (page, volume, issue or item)	Number of items foreseen according to DoW	NUMBER OF OBJECTS like books, songbooks, albums, letters etc.			Actual number of items to be digitised	Production Monitoring Summary								Format & Quality					Metadata	Definitive number of scans								
						Please enter (only) the INITIAL number of OBJECTS here (like 648) relating to the DoW	Please enter the OBJECT TYPE (like book, leaflet or else), but neither ITEM nor PAGES	Please enter (only) the FINAL number of OBJECTS here (like 648)		Selected		Digitised		Ready for Harvest (Dig. Obj. +Metadata avail)		Ingested in Europeana		Controlled vocabulary metadata or information on a certain area provided with collection							master copy		access copy					
										amount	percentage	amount	percentage	amount	percentage	amount	percentage	What? EC1418 subject headings	What? EC1418 object types	Who? (e.g. VIAF, PND or else)	Where? (e.g. geo-coordinates, other spatial information)	When? (dates, times etc.)			format	resolution	format	resolution	OCR			
SBB	14.04.2014	Printed books	3310	Reference works	volumes	90	90	book	57	57	57	63%	57	63%	57	107%	57	63%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi	yes	METS/MODS	304.005		
				Fiction	volumes	630	630	book	319	319	319	51%	319	51%	319	51%	319	51%	319	51%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi		yes	METS/MODS
				Light fiction	volumes	80	80	book	88	88	88	100%	88	100%	88	100%	88	100%	88	100%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi		yes	METS/MODS
				Poetry	volumes	550	550	book	380	380	380	69%	380	69%	380	69%	380	69%	380	69%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi		yes	METS/MODS
				Theater	volumes	150	150	book	82	82	82	55%	82	55%	82	55%	82	55%	82	55%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi		yes	METS/MODS
				Children's literature	volumes	210	210	book	263	263	263	100%	263	100%	263	100%	263	100%	263	100%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi		yes	METS/MODS
				Military literature, guides, manuals	volumes	100	100	book	360	360	360	100%	360	100%	360	100%	360	100%	360	100%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi		yes	METS/MODS
				War libraries	volumes	10	10	book	6	6	6	60%	6	60%	6	60%	6	60%	6	60%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi		yes	METS/MODS
				Daily Life (cookbooks, guides, manuals)	volumes	310	310	book	229	229	229	74%	229	74%	229	74%	229	74%	229	74%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi		yes	METS/MODS
				Travel literature	volumes	30	30	book	26	26	26	87%	26	87%	26	87%	26	87%	26	87%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi		yes	METS/MODS
				Historical literature	volumes	0	0	book	314	314	314	100%	314	100%	314	100%	314	100%	314	100%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi		yes	METS/MODS
				Religious literature	volumes	770	770	book	707	707	707	92%	707	92%	707	92%	707	92%	707	92%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi		yes	METS/MODS
				Financial, economic literature	volumes	0	0	book	209	209	209	100%	209	100%	209	100%	209	100%	209	100%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi		yes	METS/MODS
				Political, propaganda literature	volumes	0	0	book	253	253	253	100%	253	100%	253	100%	253	100%	253	100%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi		yes	METS/MODS
				Medical literature	volumes	150	150	book	51	51	51	34%	51	34%	51	34%	51	34%	51	34%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi		yes	METS/MODS
Welfare literature	volumes	100	100	book	79	79	79	79%	79	79%	79	79%	79	79%	79	79%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi	yes	METS/MODS					
Popular regional literature	volumes	130	130	book	55	55	55	42%	55	42%	55	42%	55	42%	55	42%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi	yes	METS/MODS					
Memoirs, letters etc.	volumes	0	0	book	89	89	89	100%	89	100%	89	100%	89	100%	89	100%	yes	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi	yes	METS/MODS					
SBB	14.04.2014	songbooks and sheet music	480	Printed Music Book	volumes	100	100	book	153	153	153	100%	153	100%	153	100%	153	100%	no	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi	no	METS/MODS			
				Printed Music Sheet	volumes	380	380	sheet	110	110	110	29%	110	29%	110	29%	110	29%	no	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi	no	METS/MODS			
SBB	14.04.2014	Publicistic Material	1920	Newspapers	issues	0	0		0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	no	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi	no	METS/MODS				
				Other periodicals	issues	320	320	issue	1.266	1.266	1.266	100%	1.266	100%	1.266	100%	1.266	100%	no	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi	no	METS/MODS			
				Pamphlets and Leaflets	items	1.050	1.050	leaflet	774	774	774	74%	774	74%	774	74%	774	74%	no	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi	no	METS/MODS			
SBB	14.04.2014	Manuscript material	350	Other publicistic material (community news letters, specials announcements of companies and societies, posters)	issues	550	550	issue	0			0%		0%		0	0%															
				Autographs	volumes	50	50	sheet	10	10	10	20%	10	20%	10	20%	10	20%	no	yes	no	no	year/ partly date	TIFF	300 dpi	jpg	300 dpi	no	METS/MODS			
				War postcards	items	50	50	postcard	120	120	120	100%	120	100%	120	100%	120	100%	no	yes	no	no	year/ partly date	TIFF	300 dpi	jpg	300 dpi	no	METS/MODS			
				War journals	volumes	20	20	book	17	17	17	85%	17	85%	17	85%	17	85%	no	yes	no	no	year/ partly date	TIFF	300 dpi	jpg	300 dpi	no	METS/MODS			
				Diaries	volumes	30	30	diary	7	7	7	23%	7	23%	7	23%	7	23%	no	yes	no	no	year/ partly date	TIFF	300 dpi	jpg	300 dpi	no	METS/MODS			
				Letters	volumes	200	200	letter	377	377	377	100%	377	100%	377	100%	377	100%	no	yes	no	no	year/ partly date	TIFF	300 dpi	jpg	300 dpi	no	METS/MODS			
SBB	14.04.2014	Picture material	400	Photographs	items	300	300	picture	433	433	433	100%	433	100%	433	100%	433	100%	no	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi	no	METS/MODS			
				Postcards	items	100	100	postcard	94	94	94	94%	94	94%	94	94%	94	94%	no	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi	no	METS/MODS			
SBB	14.04.2014	Misc.	420	Printed Maps	items	130	130	map	97	97	97	75%	97	75%	97	75%	97	75%	no	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi	no	METS/MODS			
				Other	volumes	290	290	issue/book	112	112	112	39%	112	39%	112	39%	112	39%	no	yes	no	no	year	TIFF	300 dpi	jpg	300 dpi	no	METS/MODS			
						6.880	0	0	6.880	6.880	7.137	100%	7.137	100%	7.137	100%	7.137	100%	7.137	100%											304.005	

BNF

Provider	Last date of reporting	Source Type	Proposed Source Quantity According to Description of Work	Collection Description (DoW extended)	Unit of measurement (page, volume, issue or item)	Number of items foreseen according to DoW	NUMBER OF OBJECTS like books, songbooks, albums, letters etc.			Actual number of items to be digitised	Production Monitoring Summary								Format & Quality					Metadata	Definitive number of scans							
							Please enter (only) the INITIAL number of OBJECTS here (like 648) relating to the DOW	Please enter the OBJECT TYPE (like book, leaflet or else), but neither ITEM nor PAGES	Please enter (only) the FINAL number of OBJECTS here (like 648)		Selected		Digitised		Ready for Harvest (Dlg. Obj. +Metadata avail)		Ingested in Europeana		Controlled vocabulary metadata or information on a certain area provided with collection							master copy		access copy				
											amount	percentage	amount	percentage	amount	percentage	amount	percentage	amount	percentage	What? EC1418 subject headings	What? EC1418 object types	Who? (e.g. VIAF, PND or else)			Where? (e.g. geo-coordinates, other spatial information)	When? (dates, times etc)	format	resolution	format	resolution	OCR
BnF	27/01/2014	Printed books	3.173	Reference works	volumes	1.000	1.000	Monographs	1.091	1.091	1.091	108%	1.091	107%	1.091	109%	1.091	0%	YES (RAMEAU, mapping communicated to TEL)	Yes	When applicable (VIAF link, char list)	available (vetette compose Rameau)	YES	TIFF	400 dpi	JPG	300dpi	yes	DC	42.574		
				Fiction	volumes	345	345	Monographs	183	183	183	53%	183	53%	183	0%	183	0%	id	id	id	id	YES	TIFF	400 dpi	JPG	300dpi	yes	id	19.352		
				Light fiction	volumes	0	0	Monographs	0	0	0	0%	0	0%	0	0%	0	0%	id	id	id	id										0
				Children's literature	volumes	50	50	Periodicals	0	0	0	0%	0	0%	0	0%	0	0%	id	id	id	id	YES	TIFF	400 dpi	JPG	300dpi	yes	id	0		
				Military literature, guides, manuals; Daily Life (cookbooks, guides, manuals)	volumes	778	778	Monographs	778	778	778	100%	778	100%	778	0%	778	0%	id	id	id	id	YES	TIFF	400 dpi	JPG	300dpi	yes	id	5.231		
BnF	"	Songbooks and music sheet	226	Songbooks and music sheet	volumes	226	226	Music sheets	281	281	281	124%	281	123%	281	124%	281	0%	id	id	id	id	YES	TIFF				when applicable	id	3.308		
BnF	"	Publicistic Material	7267	Newspapers	volumes	7.000	7.000	Newspapers/Periodicals	32.489	32.489	32.489	464%	32.489	441%	32.489	464%	32.489	0%	id	id	id	id	YES	TIFF	400 dpi	JPG	300dpi	yes (with exceptions)	id	588.999		
				Other periodicals	volumes	0	0																									0
				Pamphlets and Leaflets	items	267	267	Leaflets	267	267	267	100%	267	100%	267	0%	267	0%	id	id	id	id	YES	TIFF	400 dpi	JPG	300dpi	yes	id	2.500		
BnF	"	Picture material	11800	Picture material	items	11.800	11.800	Photographs	11.253	11.253	11.253	95%	11.253	95%	11.253	95%	11.253	0%	id	id	id	id	YES	TIFF	400 dpi for >A6; 600 dpi <A6			no	id	11.245		
BnF	"	Maps	112	Maps	items	112	112	Maps	177	177	177	158%	177	156%	177	158%	177	0%	id	id	id	id	YES	TIFF	400 dpi for >A6; 600 dpi <A6			no	id	175		
BnF	"	Manuscript material	101	Manuscript	items	101	101	Manuscripts	125	125	125	123%	125	34%	125	124%	125	0%	id	id	id	No (see rmq above)	YES	TIFF				no	id	18.579		
BnF	"	Misc.	160	Misc.	items	160	160	Coins/ Medals	253	253	253	158%	253	156%	253	158%	253	0%	id	id	id	id	YES	TIFF	1200 dpi and over for coins & medals			when applicable	id	9.657		
			22.839			22.839	22.839	47.897	47.897	47.897	100%	47.897	210%	47.897	100%	47.897	0%													706.093		

Provider	Last date of reporting	Source Type	Proposed Source Quantity According to Description of Work	Collection Description (DOW extended)	Unit of measurement (page, volume, issue or item)	Number of items foreseen according to DOW	NUMBER OF OBJECTS like books, songbooks, albums, letters etc.			Actual number of items to be digitised	Production Monitoring Summary										Format & Quality					Metadata	Definitive number of scans						
							Please enter (only) the INITIAL number of OBJECTS here (like 648) relating to the DOW	Please enter the OBJECT TYPE (like book, leaflet or etc), but neither ITEM nor PAGES	Please enter (only) the FINAL number of OBJECTS here (like 648)		Selected		Digitised		Ready for Harvest (Dig. Obj. +Metadata avail)		Ingested in Europeana		Controlled vocabulary metadata or information on a certain area provided with collection					master copy				access copy					
											amount	percentage	amount	percentage	amount	percentage	amount	percentage	amount	percentage	What? EC1418 subject headings	What? EC1418 object types	Who? (e.g. VIAF, PND or else)	Where? (e.g. geo-coordinates, other spatial information)	When? (dates, times etc)			format	resolution	format	resolution	OCR	
BNU	25.4.2014	Printed books	320	Reference works	volumes	50	50	book	40	40	40	80%	40	80%	40	80%	40	80%	YES (RAMEAU indexation, when available)	Yes (mapping and conversion rules need to be checked)	No (VIAF link char list)	No (vedette composée Rameau)	YES	tiff	300dpi	jpeg	150 dpi	yes	MARC, DC and probably EDM	19.514			
				Fiction	volumes	100	100	book	4	4	4	4%	4	4%	4	4%	4	4%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi	yes	MARC, DC and probably EDM				
				Poetry	volumes	0	0	book	35	35	35	100%	35	100%	35	3500%	35	100%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi	yes	MARC, DC and probably EDM				
				Theater	volumes	0	0	book	2	2	2	100%	2	100%	2	100%	2	100%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi	yes	MARC, DC and probably EDM				
				Military literature, guides, manuals, war libraries	volumes	10	10	book	1	1	1	10%	1	10%	1	10%	1	10%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi	yes	MARC, DC and probably EDM				
				Daily Life (cookbooks, guides, manuals)	volumes	20	20	book	33	33	33	100%	33	100%	33	100%	33	100%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi	yes	MARC, DC and probably EDM				
				Travel literature	volumes	20	20	book	0	0	0	0%	0	0%	0	0%	0	0%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi	yes	MARC, DC and probably EDM				
				Historical literature	volumes	0	0	book	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	id	id	id	id	YES										
				Religious literature	volumes	20	20	book	34	34	34	100%	34	100%	34	100%	34	100%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi	yes	MARC, DC and probably EDM				
Popular literature	volumes	100	100	book	9	9	9	9%	9	9%	9	9%	9	9%	id	id	id	id	YES														
				Political, propaganda literature	volumes	0	0	book	27	27	27	100%	27	100%	27	100%	id	id	id	id	YES												
BNU	25/04/2014	Songbooks and music sheets	20	Manuscript Music sheet	items	20	20	manuscripts	0	0	0	0%	0	0%	0	0%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi	no	MARC, DC and probably EDM						
				Printed Music Book	volumes	0	0	volumes	33	33	33	100%	33	100%	33	100%	33	100%	id	id	id	id	YES										
BNU	25/04/2014	Publicistic Material	100	Newspapers	issues	50	50	issues	20.018	20.018	20.018	100%	20.018	100%	20.018	100%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi	yes	MARC, DC and probably EDM	154.234					
				Other periodicals	issues	50	50	issues	242	242	242	100%	242	100%	242	100%	242	100%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi		yes	MARC, DC and probably EDM			
BNU	25/04/2014	Picture material	2138	Posters	items	1.000	1.000	sheets of paper	1.500	1.500	1.500	100%	1.500	100%	1.500	100%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi	no	MARC, DC and probably EDM	3.000					
				Photographs	items	500	500	photographs	59	59	59	12%	59	12%	59	12%	59	12%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi		no	MARC, DC and probably EDM			
				Postcards	items	500	500	postcards	268	268	268	54%	268	54%	268	54%	268	54%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi		no	MARC, DC and probably EDM			
				Medals, coins	items	138	138	coins	463	463	463	100%	463	100%	463	100%	463	100%	id	id	id	id	YES	tiff	400 dpi	jpeg	150 dpi		no	MARC, DC and probably EDM			
BNU	25/04/2014	Maps	290	Printed Maps	items	265	265	sheets of paper	0	0	0	0%	0	0%	0	0%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi	no	MARC, DC and probably EDM						
				Atlas	volumes	25	25	book	0	0	0	0%	0	0%	0	0%	0	0%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi		no	MARC, DC and probably EDM			
BNU	25/04/2014	Manuscript material	20	War postcards	items	10	10	postcards	0	0	0	0%	0	0%	0	0%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi	no	MARC, DC and probably EDM						
				War journals	volumes	5	5	printed sheets made of lithographic materials	124	124	124	100%	124	100%	124	100%	124	100%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi		no	MARC, DC and probably EDM			
				Letters	items	5	5	sheets of paper	0	0	0	0%	0	0%	0	0%	0	0%	id	id	id	id	YES	tiff	300dpi	jpeg	150 dpi		no	MARC, DC and probably EDM			
BDIC	03.11.2014	Picture material	39200	Posters and original art	items	4.200	4.200	drawings, paintings and posters	4.070	4.070	4.070	100%	4.070	100%	4.070	100%	YES (RAMEAU indexation, when available)	Yes (mapping and conversion rules need to be checked)	No (VIAF link char list)	No (vedette composée Rameau)	YES	tiff	300dpi	jpeg	150 dpi	no	DC (XML-EAD available in september 2014)	4.070					
				Photographs	items	35.000	35.000	Photographs	39.596	39.596	39.596	100%	39.596	100%	39.596	0%	39.596	100%	YES (RAMEAU indexation, when available)	Yes (mapping and conversion rules need to be checked)	No (VIAF link char list)	No (vedette composée Rameau)	YES	tiff	300dpi	jpeg	150 dpi	no	DC (XML-EAD available in september 2014)	39.596			
BDIC	03.11.2014	Misc.	275	transcripts	items	275	275	letters, archiv, reports, memoirs	6.254	6.254	6.254	100%	6.254	100%	6.254	0%	6.254	100%	YES (RAMEAU indexation, when available)	Yes (mapping and conversion rules need to be checked)	No (VIAF link char list)	No (vedette composée Rameau)	YES	tiff	300dpi	jpeg	150 dpi	no	DC (XML-EAD available in september 2014)	34.054			
BDIC	03.11.2014	Printed books	0	Military literature, guides, manuals, war libraries principally (regimental historics)	volumes	0	0	books	476	476	476	100%	476	100%	476	100%	YES (RAMEAU indexation, when available)	Yes (mapping and conversion rules need to be checked)	No (VIAF link char list)	No (vedette composée Rameau)	YES	tiff	300dpi	jpeg	150 dpi	yes	DC (XML-EAD available in september 2014)	24.143					
BDIC	03.11.2014	Publicistic Material	0	Newspapers	issue	0	0	newspapers	741	741	741	100%	741	100%	741	100%	YES (RAMEAU indexation, when available)	Yes (mapping and conversion rules need to be checked)	No (VIAF link char list)	No (vedette composée Rameau)	YES	tiff	300dpi	jpeg	150 dpi	yes	DC (XML-EAD available in september 2014)	9.588					
			42.363			42.363	42.363	74.029	74.029	74.029	100%	74.029	100%	74.029	100%	74.029	100%													288.662			

BNCRM

							Please enter (only) the INITIAL number of OBJECTS here (like 648) relating to the DOW	Please enter the OBJECT TYPE (like book, leaflet or else), but neither ITEM nor PAGES	Please enter (only) the FINAL number of OBJECTS here (like 648)	Selected		Digitised		Ready for Harvest (Dig. Obj. +Metadata avail)		Ingested in Europeana		Controlled vocabulary metadata or information on a certain area provided with collection					master copy		access copy		OCR					
										amount	percentage	amount	percentage	amount	percentage	amount	percentage	What? EC1418 subject headings	What? EC1418 object types	Who? (e.g. VIAF, PND or else)	Where? (e.g. geo-coordinates, other spatial information)	When? (dates, times etc.)	format	resolution	format	resolution						
BNCRM	15/04/2014	Printed books	250	Fiction	volumes	100	100	books	32	32	32	32%	32	32%	32	32%	32	32%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	2.477		
				Poetry	volumes	0	0	books	365	365	365	100%	365	100%	365	100%	365	100%	365	100%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	13.720
				Theater	volumes	0	0	books	47	47	47	100%	47	100%	47	100%	47	100%	47	100%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	2.380
				Children's literature	volumes	50	50	books	34	34	34	68%	34	68%	34	68%	34	68%	34	68%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	1.620
				Military literature, guides, manuals	volumes	100	100	books	360	360	360	100%	360	100%	360	100%	360	100%	360	100%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	12.820
				Religious literature	volumes	0	0	books	76	76	76	100%	76	100%	76	100%	76	100%	76	100%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	3.121
				Political, propaganda literature	volumes	0	0	books	212	212	212	100%	212	100%	212	100%	212	100%	212	100%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	8.725
Popular literature	volumes	0	0	books	27	27	27	100%	27	100%	27	100%	27	100%	27	100%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	2.277				
BNCRM		Songbooks and sheet music	30	Printed Music Book	volumes	30	30	songbooks	3	3	3	10%	3	10%	3	10%	3	10%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	86		
BNCRM	15/04/2014	Publicistic Material	70	Satirical periodical	issues	434	434	periodical	1.875	1.875	1.875	100%	1.875	100%	1.875	100%	1.875	100%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	11.849		
				Other periodicals	issues	123	123	periodical	2.030	2.030	2.030	100%	2.030	100%	2.030	100%	2.030	100%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	9.480		
				Pamphlets and Leaflets	volumes	0	0	pamphlets	145	145	145	100%	145	100%	145	100%	145	100%	145	100%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	239
		Other publicistic material (community newsletters, specials announcements of companies and societies, maps,	volumes	215	215	other publicistic material	69	69	69	32%	69	32%	69	32%	69	32%	69	32%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	4.213		
BNCRM		Maps	50	Printed Maps	items	49	49	printed map	63	63	63	100%	63	100%	63	100%	63	100%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	146		
BNCRM		Atlas	volumes	1	1	atlas	1	1	1	100%	1	100%	1	100%	1	100%	1	100%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	65		
BNCRM		Manuscript Material	10	Letters	items	10	10	letters	8	8	8	80%	8	80%	8	80%	8	80%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	75		
BNCRM	15/04/2014	Picture material	797	Posters	items	62	62	poster	27	27	27	44%	27	44%	27	44%	27	44%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	27		
				Photographs	items	0	0	photograph	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	0
				Postcards	items	21	21	postcards	26	26	26	100%	26	100%	26	100%	26	100%	26	100%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	52
				Poststamps	items	3	3	poststamps	3	3	3	100%	3	100%	3	100%	3	100%	3	100%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	3
				Other Picture Material (pictures/glass plates)	items	9	9	other picture material	7	7	7	78%	7	78%	7	78%	7	78%	7	78%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	10
BNCRM		Misc.	380	Printed letters	items	0	0	printed letters	5	5	5	100%	5	100%	5	100%	5	100%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	542		
				Memoirs	volumes	380	380	memoirs	164	164	164	43%	164	43%	164	43%	164	43%	164	43%	Yes	Yes			Year	tiff 6.0	300 dpi	300 dpi	jpeg		DC	13.870
			1587			1.587	1.587		5.579	5.579	5.579	100%	5.579	100%	5.579	100%	5.579	100%													87.797	

BNCF

Provider	Last date of reporting	Source Type	Proposed Source Quantity According to Description of Work	Collection Description (DoW extended)	Unit of measurement (page, volume, issue or item)	Number of items foreseen according to DoW	NUMBER OF OBJECTS like books, songbooks, albums, letters etc.			Actual number of items to be digitised	Production Monitoring Summary								Format & Quality					Metadata	Definitive number of scans					
							Please enter (only) the INITIAL number of OBJECTS here (like 648) relating to the DOW	Please enter the OBJECT TYPE (like book, leaflet or else), but neither ITEM nor PAGES	Please enter (only) the FINAL number of OBJECTS here (like 648)		Selected		Digitised		Ready for Harvest (Dig. Obj. +Metadata avail)		Ingested in Europeana		Controlled vocabulary metadata or information on a certain area provided with collection							master copy		access copy		
											amount	percentage	amount	percentage	Amount	Percentage	amount	percentage	What? ECI418 subject headings	What? ECI418 object types	Who? (e.g. VIAF, PND or else)	Where? (e.g. geo-coordinates, other spatial information)	When? (dates, times etc.)			format	resolution	format	resolution	OCR
BNCF	01.04.2014	Printed Books	1150	(Fiction, Poetry, Theatre, Fiction, Poetry, Theatre, Children's literature, Military literature, religious	volumes	1150	1150	books	1150	1150	100%	1150	100%	1150	100%	1150	100%	yes	yes				TIFF 6.0	300 ppi	300 ppi	JPEG	DC	130.195		
BNCF	01.04.2014	Songbooks and music sheet	100	Children's literature, Military	volumes	100	100	songbooks	340	340	100%	340	100%	340	100%	340	100%	yes	yes				TIFF 6.0	300 ppi	300 ppi	JPEG	DC	3.853		
BNCF	01.04.2014	Publicistic Material	2100	Newsletters	Items	50	50	newsletters	288	288	100%	288	100%	288	100%	288	100%	yes	yes				TIFF 6.0	300 ppi	300 ppi	JPEG	DC	3.280		
				Other periodicals	Items	50	50	other periodicals	578	578	100%	578	100%	578	100%	578	100%	yes	yes				TIFF 6.0	300 ppi	300 ppi	JPEG	DC	9.839		
				Pamphlets and Leaflets	Items	1000	1000	books	666	666	100%	666	100%	666	100%	666	100%	yes	yes				TIFF 6.0	300 ppi	300 ppi	JPEG	DC	13.320		
				Other publicistic material (community newsletters, specialis announcements of companies and societies,	Items	1000	1000	books	652	652	100%	652	100%	652	100%	652	100%	yes	yes				TIFF 6.0	300 ppi	300 ppi	JPEG	DC	19.560		
BNCF	01.04.2014	Picture material	200	Poststamps	Items	100	100	0	0	0	0%	0	0%	0	0%	0	0%	yes	yes				TIFF 6.0	300 ppi	300 ppi	JPEG	DC			
BNCF	01.04.2014	Mans	50	Other Picture Material	Items	100	100	photographs	150	150	100%	150	100%	150	100%	150	100%	yes	yes				TIFF 6.0	300 ppi	300 ppi	JPEG	DC	416		
BNCF	01.04.2014	Manuscript material	2	Printed Maps	Items	50	50	maps	68	68	100%	68	100%	68	100%	68	100%	yes	yes				TIFF 6.0	300 ppi	300 ppi	JPEG	DC	332		
BNCF	01.04.2014	Misc.	100	Letters	Items	2	2	0	0	0	0%	0	0%	0	0%	0	0%	yes	yes				TIFF 6.0	300 ppi	300 ppi	JPEG	DC			
BNCF	01.04.2014	Misc.	100	Other	Items	100	100	0	0	0	0%	0	0%	0	0%	0	0%	yes	yes				TIFF 6.0	300 ppi	300 ppi	JPEG	DC			
			3702			3702	3702		3892	3892	100%	3892	100%	3892	100%	3892	100%											180.795		

Provider	Last date of reporting	Source Type	Proposed Source Quantity According to Description of Work	Collection Description (DOW extended)	Unit of measurement (page, volume, issue or item)	Number of items foreseen according to DoW	NUMBER OF OBJECTS like books, songbooks, albums, letters etc.			Actual number of items to be digitised	Production Monitoring Summary										Format & Quality					Metadata	Definitive number of scans									
							Please enter the INITIAL number of OBJECTS here (like 648) relating to the DOW.	Please enter the OBJECT TYPE (like book or else), but neither ITEM nor PAGES	Please enter (only) the FINAL number of OBJECTS here (like 648)		Selected		Digitised		Ready for Harvest (Dig. Obj.+Metadata avail)		Ingested in Europeana		Controlled vocabulary metadata or information on a certain area provided with collection					master copy				access copy								
											amount	percentage	amount	percentage	amount	percentage	amount	percentage	What? EC1418 subject headings	What? EC1418 object types	Who? (e.g. VIAF, PND or else)	Where? (e.g. geo-coordinates, other spatial information)	When? (dates, times etc.)	format	resolution			format	resolution	OCR						
KBR	28/02/2014	Printed books	6319	Reference works	volumes	5.086	5.086	book	328	328	328	6%	328	6%	328	6%	328	6%	328	6%	328	6%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	147.818		
				Fiction	volumes	245	245	book	94	94	94	38%	94	38%	94	38%	94	38%	94	38%	94	38%	94	38%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0
				Light fiction	volumes	7	7	book	13	13	13	100%	13	100%	13	100%	13	100%	13	100%	13	100%	13	100%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0
				Poetry	volumes	31	31	book	52	52	52	100%	52	100%	52	100%	52	100%	52	100%	52	100%	52	100%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0
				Theater	volumes	20	20	book	31	31	31	100%	31	100%	31	100%	31	100%	31	100%	31	100%	31	100%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0
				Children's literature	volumes	1	1	book	8	8	8	100%	8	100%	8	100%	8	100%	8	100%	8	100%	8	100%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0
				Military literature, guides, manuals	volumes	177	177	book	138	138	138	78%	138	78%	138	78%	138	78%	138	78%	138	78%	138	78%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0
				Daily Life (cookbooks, guides, manuals)	volumes	100	100	book	94	94	94	94%	94	94%	94	94%	94	94%	94	94%	94	94%	94	94%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0
				Travel literature	volumes	2	2	book	7	7	7	100%	7	100%	7	100%	7	100%	7	100%	7	100%	7	100%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0
				Historical literature	volumes	52	52	book	0	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0
				Religious literature	volumes	433	433	book	54	54	54	12%	54	12%	54	12%	54	12%	54	12%	54	12%	54	12%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0
				Financial, economic literature	volumes	25	25	book	80	80	80	100%	80	100%	80	100%	80	100%	80	100%	80	100%	80	100%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0
				Political, propaganda literature	volumes	86	86	book	575	575	575	100%	575	100%	575	100%	575	100%	575	100%	575	100%	575	100%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0
				Medical literature	volumes	6	6	book	33	33	33	100%	33	100%	33	100%	33	100%	33	100%	33	100%	33	100%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0
Welfare literature	volumes	42	42	book	138	138	138	100%	138	100%	138	100%	138	100%	138	100%	138	100%	138	100%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0				
Popular literature	volumes	6	6	book	0	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0				
KBR	11.02.2014	Songbooks and music sheet	250	Manuscript Music book	items	0	0	1	1	100%	1	100%	1	100%	1	100%	1	100%	1	100%	1	100%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	NO	OPAC (Marc21)	3.025		
				Manuscript Music sheet	items	26	26	0	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	NO	OPAC (Marc21)	0	
				Printed Music Book	items	0	0	24	24	24	100%	24	100%	24	100%	24	100%	24	100%	24	100%	24	100%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0	
				Printed Music Sheet	items	220	220	216	216	216	98%	216	98%	216	98%	216	98%	216	98%	216	98%	216	98%	216	98%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)
KBR	14.02.2014	Publicistic Material	1285	Music Journals & periodicals	items	4	4	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0		
				Newspapers	volumes	400	400	0	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	yes	yes	no	no	yes	TIFF	400-300 dpi	pdf	200 dpi	YES	OPAC (Marc21)	0	
				Other periodicals	volumes	200	200	0	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0	
KBR	28/02/2014	Maps	350	Pamphlets and Leaflets	items	100	100	79	79	79	100%	79	79%	79	79%	79	79%	79	79%	79	79%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0			
				Other publicistic material (community news letters, specials announcements of companies and societies,	items	585	585	237	237	237	41%	237	41%	237	41%	237	41%	237	41%	237	41%	237	41%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	NO	OPAC (Marc21)	2.001	
KBR	28/02/2014	Maps	350	Printed Maps	items	331	331	map	580	580	580	100%	580	100%	580	100%	580	100%	580	100%	580	100%	yes	yes	no	no	yes	TIFF	600 dpi	KBR viewer	300 dpi	NO	OPAC (Marc21)	580		
				Atlas	items	9	9	map	0	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	yes	yes	no	no	yes	TIFF	600dpi	KBR viewer	300 dpi	NO	OPAC (Marc21)	0
KBR	14/11/2013	Manuscript material	0	Other Geographic material	items	10	10	map	0	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	yes	yes	no	no	yes	TIFF	600dpi	KBR viewer	300 dpi	NO	OPAC (Marc21)	0		
				War postcards	items	0	0	0	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	yes	yes	no	no	yes	TIFF	600dpi	KBR viewer	300 dpi	NO	OPAC (Marc21)	0	
				War journals	items	0	0	3	3	3	100%	3	100%	3	100%	3	100%	3	100%	3	100%	3	100%	yes	yes	no	no	yes	TIFF	600dpi	KBR viewer	300 dpi	NO	OPAC (Marc21)	0	
				Diaries	items	0	0	6	6	6	100%	6	100%	6	100%	6	100%	6	100%	6	100%	6	100%	yes	yes	no	no	yes	TIFF	600dpi	KBR viewer	300 dpi	NO	OPAC (Marc21)	880	
KBR	09.01.2014	Picture material	600	Drawing, sketchbooks	items	100	100	289	289	289	100%	289	100%	289	100%	289	100%	289	100%	289	100%	289	100%	yes	yes	no	no	yes	TIFF	400-300 dpi	KBR viewer	300 dpi	NO	OPAC (Marc21)	289	
				Posters	items	150	150	540	540	540	100%	540	100%	540	100%	540	100%	540	100%	540	100%	540	100%	yes	yes	no	no	yes	TIFF	400-300 dpi	KBR viewer	300 dpi	NO	OPAC (Marc21)	540	
				Photographs	items	200	200	350	350	350	100%	350	100%	350	100%	350	100%	350	100%	350	100%	350	100%	yes	yes	no	no	yes	TIFF	400-300dpi	KBR viewer	300 dpi	NO	OPAC (Marc21)	350	
				Medals, coins	items	105	105	5.039	5.039	5.039	100%	5.039	100%	5.039	100%	5.039	100%	5.039	100%	5.039	100%	5.039	100%	yes	yes	no	no	yes	TIFF	400-300dpi	KBR viewer	300 dpi	NO	OPAC (Marc21)	10.078	
				Other Picture Material (pictures /glass	items	45	45	0	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	yes	yes	no	no	yes	TIFF	400-300dpi	KBR viewer	300 dpi	NO	OPAC (Marc21)	0	
KBR	11.02.2014	Misc.	1854	Printed letters	items	104	104	18	18	18	17%	18	17%	18	17%	18	17%	18	17%	18	17%	18	17%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	1.814	
				Biographies	items	200	200	0	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0	
				Reports	items	180	180	26	26	26	14%	26	14%	26	14%	26	14%	26	14%	26	14%	26	14%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0	
				Journals	items	170	170	0	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0	
				Memoirs	items	150	150	0	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0	
				Episodes	items	50	50	0	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	yes	yes	no	no	yes	TIFF	400-300dpi	pdf	200 dpi	YES	OPAC (Marc21)	0	
				Other	items	1.0																														

BL

Provider	Last date of reporting	Source Type	Proposed Source Quantity According to Description of Work	Collection Description (DoW extended)	Unit of measurement (page, volume, issue or item)	Number of items foreseen according to DoW	NUMBER OF OBJECTS like books, songbooks, albums, letters etc.			Production Monitoring Summary								Format & Quality					Metadata	Definitive number of scans										
							Please enter (only) the INITIAL number of OBJECTS here (like 648) relating to the DOW	Please enter the OBJECT TYPE (like book, leaflet or else), but neither ITEM nor PAGES	Please enter (only) the FINAL number of OBJECTS here (like 648)	Selected		Digitised		Ready for Harvest (Dig. Obj. +Metadata avail)		Ingested in Europeana		Controlled vocabulary metadata or information on a certain area provided with collection							master copy		access copy							
										amount	percentage	amount	percentage	amount	percentage	amount	percentage	What? EC1418 subject headings	What? EC1418 object types	Who? (e.g. VIAF, PND or else)	Where? (e.g. geo-coordinates, other spatial information)	When? (dates, times etc)			format	resolution	format	resolution	OCR					
BL	25/02/2014	Printed books	498	Australasian Collections	volumes	17	17	books	17	17	17	100%	17	100%	17	100%	17	100%	100%	100%				TIFF	300dpi	D2I or JP2000	300dpi	OCR	MARC	8300				
				Canadian Collections	volumes	33	28	books	28	28	28	85%	28	85%	28	85%	28	0%	100%	100%						TIFF	300dpi	D2I or JP2001	300dpi	OCR	MARC	9349		
				India Office Monographs SE European Collections	volumes	3	387	books	500	500	500	100%	500	100%	500	100%	500	100%	100%	100%						TIFF	300dpi	D2I or JP2002	300dpi	OCR	MARC	2650		
				German Collections	volumes	128	128	books	124	124	124	97%	124	97%	124	97%	124	97%	100%	100%						TIFF	300dpi	D2I or JP2003	300dpi	OCR	MARC	18900		
				International Office	volumes	33	33	books	33	33	33	100%	33	100%	33	100%	33	100%	100%	100%						TIFF	300dpi	D2I or JP2004	300dpi	OCR	MARC	4000		
				Printed Historical	volumes	180	124	books	124	124	124	69%	124	69%	124	69%	124	69%	100%	100%						TIFF	300dpi	D2I or JP2005	300dpi	OCR	MARC	62000		
				Printed Literary	volumes	165	155	books	155	155	155	94%	155	94%	155	94%	155	94%	100%	100%						TIFF	300dpi	D2I or JP2006	300dpi	OCR	MARC	20500		
				French Collections	volumes	127	127	books	140	140	140	100%	140	100%	140	100%	140	100%	100%	100%						TIFF	300dpi	D2I or JP2007	300dpi	OCR	MARC	23348		
BL		Songbooks and music sheet (music scores)	2500	Music Collections - Printed Music	items	500	197	music scores	197	197	39%	197	39%	It will be ready for harvest end of May 2014 because of internal technical issues	#BEZUG!	It will be ready for ingest end of May 2014 because of internal technical issues	#BEZUG!	100%	100%				TIFF	300dpi	D2I or JP2009	300dpi		MARC	6700					
BL		Publicistic Material	826	Periodicals	issues	1200	1200	journals	1234	1234	100%	1234	100%	1234	100%	1234	100%	100%	100%				TIFF	300dpi	D2I or JP2010	300dpi	OCR	MARC	23500					
BL		Pamphlets and Leaflets		Items	355	355	leaflets	200	200	200	56%	200	56%	200	56%	200	56%	100%	100%				TIFF	300dpi	D2I or JP2011	300dpi	OCR	MARC	1200					
BL		Maps	162	Printed Maps	items	70	70	maps	72	72	100%	72	100%	72	100%	72	100%	100%	100%				TIFF	300dpi	D2I or JP2012	300dpi		MARC	272					
BL	25/02/2014	Manuscript material	117	India Office (Archival)	items	650	650	Manuscripts	685	685	685	100%	685	100%	685	100%	685	100%	100%	100%				TIFF	300dpi	D2I or JP2013	300dpi		XLS	13200				
				Historical Manuscript papers	items	2400	2400	Manuscripts	2500	2500	2500	100%	2500	100%	2500	100%	2500	100%	100%	100%						TIFF	300dpi	D2I or JP2014	300dpi		XLS	41000		
				Modern Literary Papers	items	1100	1100	Manuscripts	1100	1100	1100	100%	1100	100%	1100	100%	1100	100%	1100	100%	100%	100%						TIFF	300dpi	D2I or JP2015	300dpi		XLS	3200
				LC Plays	items	0	0		0	0	0	0%	0	0%	0	0%	0	0%	0	0%	100%	100%						TIFF	300dpi	D2I or JP2016	300dpi		XSL	
				Music Collections	items	50	50	Manuscripts	78	78	78	100%	78	100%	78	100%	78	100%	78	100%	100%	100%						TIFF	300dpi	D2I or JP2017	300dpi		XLS	6500
BL	25/02/2014	Picture material	2900	Drawing, sketchbooks	items	10		Prints	16	16	100%	16	100%	16	100%	16	100%	100%	100%						TIFF	300dpi	D2I or JP2018	300dpi		XLS				
	25/02/2014			Posters	items	70	70	Posters	162	162	162	100%	162	100%	162	100%	162	100%	100%	100%						TIFF	300dpi	D2I or JP2019	300dpi		XLS	162		
	25/02/2014			Photographs	items	1500	1500	Photographs	2276	2276	2276	100%	2276	100%	2276	100%	2276	100%	100%	100%						TIFF	300dpi	D2I or JP2020	300dpi		XLS	2213		
	25/02/2014			Postcards	items	160	160	Postcards	182	182	182	100%	182	100%	182	100%	182	100%	100%	100%						TIFF	300dpi	D2I or JP2021	300dpi		XLS	364		
BL	25/02/2014	Misc.	1755		items	0	0		0	0	0%	0	0%	0	0%	0	0%																	
					items	0	0		0	0	0%	0	0%	0	0%	0	0%																	
					items	0	0		0	0	0%	0	0%	0	0%	0	0%																	
					items	0	0		0	0	0%	0	0%	0	0%	0	0%																	
			8758		8758		9829	9829	9829	100%	9829	100%	9829	98%	9829	98%	9829	98%	100%	100%										248358				

KB

Provider	Last date of reporting	Source Type	Proposed Source Quantity According to Description of Work	Collection Description (DoW extended)	Unit of measurement (page, volume, issue or item)	Number of items foreseen according to DoW	NUMBER OF OBJECTS like books, songbooks, albums, letters etc.			Actual number of items to be digitised	Production Monitoring Summary								Format & Quality					Metadata	Definitive number of scans					
							Please enter (only) the INITIAL number of OBJECTS here (like 648) relating to the DoW	Please enter the OBJECT TYPE (like book, leaflet or else), but neither ITEM nor PAGES	Please enter (only) the FINAL number of OBJECTS here (like 648)		Selected		Digitised		Ready for Harvest (Dig. Obj. -Metadata available)		Ingested in Europeana		Controlled vocabulary metadata or information on a certain area provided with collection							master copy		access copy		
											amount	percentage	amount	percentage	amount	percentage	amount	percentage	amount	percentage	What? EC1418 subject headings	What? EC1418 object types	Who? (e.g. VIAF, PND or else)			Where? (e.g. geo-coordinates, other spatial information)	When? (dates, times etc.)	format	resolution	format
KB	0904/2014	Publicistic Material	496	Pamphlets and leaflets	Items	496	496	leaflet	863	863	863	100%	863	100%	0	0%	ICSH top level only (and local)	Leaf	0%	0%	0%	tiff uncompr	400	tiff pyramide	3-400	no	ESE	4.000		
KB	0904/2014	Picture material	5722	Drawing, sketchbooks	Items	50	50	drawing	30	30	30	60%	30	60%	30	60%	ICSH top level only (and local)	Drawing	0%	0%	0%	tiff uncompr	400	tiff pyramide	3-400	no	ESE	58		
				Posters	Items	70	70	poster	72	72	72	100%	72	100%	72	100%	72	100%	ICSH top level only (and local)	Poster	0%	0%	0%	tiff uncompr	400	tiff pyramide	3-400	no	ESE	144
				Photographs	Items	5.102	5.102	photograph	5.282	5.282	5.282	100%	5.282	100%	5.282	100%	5.282	100%	ICSH top level only (and local)	Photograph	0%	0%	0%	tiff uncompr	400	tiff pyramide	3-400	no	ESE	8.710
				Postcards	Items	300	300	postcard	596	596	596	100%	596	100%	596	100%	596	100%	ICSH top level only (and local)	Postcard	0%	0%	0%	tiff uncompr	400	tiff pyramide	3-400	no	ESE	1.140
				Other Picture Material (pictures / glass)	Items	200	200	graphics, fotogravure, print	638	638	638	100%	638	100%	638	100%	638	100%	ICSH top level only (and local)	Graphics	0%	0%	0%	tiff uncompr	400	tiff pyramide	3-400	no	ESE	1.072
KB	0904/2014	Misc.	954	Printed letters	Items	100	100	printed letter	34	34	34	34%	34	34%	0	0%	ICSH top level only (and local)	Book	0%	0%	0%	tiff uncompr	400	pdf	pdf	yes	ESE	0		
				Biographies	Items	100	100	biographies	14	14	14	14%	14	14%	14	14%	0	0%	ICSH top level only (and local)	Book	0%	0%	0%	tiff uncompr	400	pdf	pdf	yes	ESE	0
				Reports	Items	100	100	report	104	104	104	100%	104	100%	104	100%	0	0%	ICSH top level only (and local)	Book	0%	0%	0%	tiff uncompr	400	pdf	pdf	yes	ESE	0
				Journals	Items	100	100	journal	42	42	42	42%	42	42%	42	42%	0	0%	ICSH top level only (and local)	Book	0%	0%	0%	tiff uncompr	400	pdf	pdf	yes	ESE	0
				Memoirs	Items	100	100	memoir	80	80	80	80%	80	80%	80	80%	0	0%	ICSH top level only (and local)	Book	0%	0%	0%	tiff uncompr	400	pdf	pdf	yes	ESE	0
				Episodes	Items	100	100	episode	40	40	40	40%	40	40%	40	40%	0	0%	ICSH top level only (and local)	Book	0%	0%	0%	tiff uncompr	400	pdf	pdf	yes	ESE	0
				Other	Items	354	354	other	637	637	637	100%	637	100%	637	100%	0	0%	ICSH top level only (and local subjects)	Book	0%	0%	0%	tiff uncompr	400	pdf	pdf	yes	ESE	141.824
KB	0904/2014	Maps	0	Maps	Items	0	0	map	180	180	180	100%	180	100%	180	100%	ICSH top level only (and local subjects)	Map	0%	0%	0%	tiff uncompr	400	tiff pyramide	3-400	no	ESE	180		
KB	0904/2014	Printed books	0	Books	Items	0	0	fiction	48	48	48	100%	48	100%	48	100%	0	0%	ICSH top level only (and local subjects)	Book	0%	0%	0%	tiff uncompr	400	pdf	pdf	yes	ESE	0
			7.172			7.172	7.172	8.660	8.660	8.660	100%	8.660	100%	8.660	100%	6.798	78%												157.128	

ONB

Provider	Last date of reporting	Source Type	Proposed Source Quantity According to Description of Work	Collection Description (DoW extended)	Unit of measurement (page, volume, issue or item)	Number of Items foreseen according to DoW	NUMBER OF OBJECTS like books, songbooks, albums, letters etc.			Actual number of items to be digitised	Production Monitoring Summary								Format & Quality					Metadata	number of scans							
							Please enter (only) the INITIAL number of OBJECTS here (like 648) relating to the DOW	Please enter (only) the OBJECT TYPE (like book, leaflet or else), but neither ITEM nor PAGES	Please enter (only) the FINAL number of OBJECTS here (like 648)		Selected		Digitised		Ready for Harvest (Dig. Obj. +Metadata avail)		Ingested in Europeana		Controlled vocabulary metadata or information on a certain area provided with collection							master copy		access copy				
											amount	percentage	amount	percentage	amount	percentage	amount	percentage	amount	percentage	What? ECI418 subject headings	What? ECI418 object types	Who? (e.g. VIAF, PND or else)			Where? (e.g. geo-coordinates, other spatial information)	When? (dates, times etc.)	format	resolution	format	resolution	OCR
ONB	29.04.2014	Printed books	70	Books from DP Planned Languages	volumes	70	70	book	39	39	39	56%	39	56%	39	56%	39	56%	no	yes	no	no	yes	JPG	300 dpi	JPG	300 dpi	no	ESE	2.594		
ONB	29.04.2014	Songbooks and music sheet	363	Manuscript Music book	Items	363	363	song transcript	222	222	222	61%	222	61%	222	61%	222	61%	no	yes	no	no	yes	TIFF/JPG	300 dpi	JPG	300 dpi	no	ESE	751		
ONB	29.04.2014	Publicistic Material	29.000	Newspapers	Issues	20.000	20.000	newspaper	23.866	23.866	23.866	100%	23.866	100%	23.866	100%	23.866	100%	no	yes	no	no	yes	TIFF/JPG	300 dpi	JPG	300 dpi	no	ESE	380.826		
				Other periodicals	Items	1.500	1.500	special edition of newspaper	1.208	1.208	1.208	81%	1.208	81%	1.208	81%	1.208	81%	1.208	81%	no	yes	no	no	yes	JPG	300 dpi	JPG	300 dpi	no	ESE	1.216
				Pamphlets and leaflets	pages	1.500	1.500	pamphlet, leaflet	1.099	1.099	1.099	73%	1.099	73%	1.099	73%	1.099	73%	1.099	73%	no	yes	no	no	yes	JPG	300 dpi	JPG	300 dpi	no	ESE	1.811
ONB	29.04.2014	Picture material	34500	Other publicistic material (community newsletters, specials, announcements of companies and societies,	Items	6.000	6.000	community newsletter, special announcement, brochure, folder, leaflet, printing etc.	7.869	7.869	7.869	100%	7.869	100%	7.869	100%	7.869	100%	no	yes	no	no	yes	JPG	300 dpi	JPG	300 dpi	no	ESE	25.412		
				Posters	Items	18.000	18.000	poster	7.383	7.383	7.383	41%	7.383	41%	7.383	41%	6.557	36%	no	yes	no	no	yes	TIFF/JPG	150-300dpi	JPG	150dpi	no	DC	7.427		
				Photographs	Items	15.000	15.000	photograph	37.274	37.274	37.274	100%	37.274	100%	37.274	100%	37.077	99%	no	yes	no	no	yes	TIFF/JPG	300dpi	JPG	300dpi	no	DC	37.280		
ONB	29.04.2014	Picture material	34500	Small form graphics	Items	1.000	1.000	small form graphic	832	832	832	83%	832	83%	832	83%	832	83%	no	yes	no	no	yes	TIFF	300dpi	JPG	300 dpi	no	DC	942		
				Children's drawings	Items	500	500	children's drawing	238	238	238	48%	238	48%	238	48%	238	48%	238	48%	no	yes	no	no	yes	JPG	300dpi	JPG	300 dpi	no	DC	238
			63.933			63.933	63.933		80.030	80.030	80.030	100%	80.030	100%	80.030	100%	79.007	99%												458.497		

Provider	Last date of reporting	Source Type	Proposed Source Quantity According to Description of Work	Collection Description (DoW extended)	Unit of measurement (page, volume, issue or item)	Number of items forseen according to DoW	NUMBER OF OBJECTS like books, songbooks, albums, letters etc. according to DoW			Actual number of items to be digitised	Production Monitoring Summary								Format & Quality					Metadata	Definitive number of scans							
							Please enter (only) the INITIAL number of OBJECTS here (like 648) relating to the DOW	Please enter the OBJECT TYPE (like book, leaflet or else), but neither ITEM nor PAGES	Please enter (only) the FINAL number of OBJECTS here (like 648)		Selected		Digitised		Ready for Harvest (Dig. Obj. +Metadata avail)		Ingested in Europeana		Controlled vocabulary metadata or information on a certain area provided with collection							master copy		access copy				
											amount	percentage	amount	percentage	amount	percentage	amount	percentage	What? EC1418 subject headings	What? EC1418 object types	Who? (e.g. VIAF, PND or else)	Where? (e.g. geo-coordinates, other spatial information)	When? (dates, times etc.)			format	resolution	format	resolution	OCR		
ICCU	15/04/2014	picture material	84.800	Photographs Album	volume	0	0	Album	165	165	165	100%	165	100%	165	100%	165	100%	Yes	Yes	If available	If available	Yes	TIFF	600 dpi	JPG	600 dpi	no	DC	11.771		
ICCU	15/04/2014			Photographs	item	81.600	81.600	photos	47.455	47.455	47.455	58%	47.455	58%	47.455	58%	47.455	58%	47.455	58%	Yes	Yes	If available	If available	Yes	TIFF	600 dpi	JPG	600 dpi	no	DC	47.767
ICCU				Other picture material	item	150	0	picture	0	0	0	0%	0	0%	0	0%	0	0%	0	0%			If available	no	Yes	TIFF	600 dpi	JPG	600 dpi	no	DC	0
ICCU	15/04/2014			Postcards	item	2.000	2.000	postcard	4.427	4.427	4.427	100%	4.427	100%	4.427	100%	4.427	100%	4.427	100%	Yes	Yes	If available	If available	Yes	TIFF	600 dpi	JPG	600 dpi	no	DC	8.460
ICCU	15/04/2014			Drawing, sketches, books	item	450	450	Drawing	228	228	228	51%	228	51%	228	51%	228	51%	228	51%	Yes	Yes	If available	no	Yes	TIFF	600 dpi	JPG	600 dpi	no	DC	229
ICCU				Paintings (military portraits, propaganda portraits)	item	300	300	painting	0	0	0	0%	0	0%	0	0%	0	0%	0	0%	Yes	Yes	If available	no	Yes	TIFF	600 dpi	JPG	600 dpi	no	DC	0
ICCU				Other Picture Material (pictures / glass plates), memorabilia	item	300	300	pictures	0	0	0	0%	0	0%	0	0%	0	0%	0	0%	Yes	Yes	If available	no	Yes	TIFF	600 dpi	JPG	600 dpi	no	DC	0
ICCU	15/04/2014			Posters	item	0	0	poster	1.370	1.370	1.370	100%	1.370	100%	1.370	100%	1.370	100%	1.370	100%	Yes	Yes	If available	no	Yes	TIFF	600 dpi	JPG	600 dpi	no	DC	1.373
ICCU	15/04/2014			Other Picture Material (pictures / glass plates)	item	0	0	calendar	18	18	18	100%	18	100%	18	100%	18	100%	18	100%	Yes	Yes	If available	no	Yes	TIFF	600 dpi	JPG	600 dpi	no	DC	87
ICCU	15/04/2014			Songbooks and music sheet	600	Printed Music Sheet	item	600	155	music sheet	155	155	155	26%	155	26%	155	26%	155	26%	Yes	Yes	If available	no	Yes	TIFF	600 dpi	JPG	600 dpi	no	DC	1.260
ICCU	15/04/2014	Publicistic Material	26.500	Pamphlets and Leaflets	item	3.500	91	pamphlet	90	90	90	3%	90	3%	90	3%	90	3%	Yes	Yes	If available	no	Yes	TIFF	600 dpi	JPG	600 dpi	no	DC	2.528		
ICCU	15/04/2014			Leaflets Other publicistic material (community newsletters, special announcements of companies and societies, text posters, commemorative announcements)	item	500	500	leaflet	2.241	2.241	2.241	100%	2.241	100%	2.241	100%	2.241	100%	2.241	100%	Yes	Yes	If available	no	Yes	TIFF	600 dpi	JPG	600 dpi	no	DC	3.474
ICCU	15/04/2014			Periodicals Trench Journal	item	1.500	764	trench journal	905	905	905	60%	905	60%	905	60%	905	60%	905	60%	Yes	Yes	If available	no	Yes	TIFF	600 dpi	JPG	600 dpi	no	DC	4.287
ICCU	15/04/2014			Other periodicals Newspaper	pages	21.000	1.245	periodicals	1.256	19.486	19.486	93%	19.486	93%	19.486	93%	19.486	93%	19.486	93%	Yes	Yes	If available	If available	Yes	TIFF	600 dpi	JPG	600 dpi	no	MARC/DC	19.486
ICCU	15/04/2014			manuscript material	134.650	Memoirs Diary	item	13.250	36	diary	37	37	37	0%	37	0%	37	0%	37	0%	Yes	Yes	If available	no	Yes	TIFF	600 dpi	JPG	600 dpi	no	DC	976
ICCU	15/04/2014			Other manuscript materials	pages	50.000	50.000	manuscript document	154.560	154.560	154.560	100%	154.560	100%	154.560	100%	154.560	100%	Yes	Yes	If available	no	Yes	TIFF	600 dpi	JPG	600 dpi	no	DC	154.560		
ICCU				Extra manuscript materials	pages	0							#DIV/0!		#DIV/0!		#DIV/0!															
ICCU				Letters	pages	71.400	0		0	0	0	0%	0	0%	0	0%	0	0%	Yes	Yes	If available	no	Yes	TIFF	600 dpi	JPG	600 dpi	no	DC	0		
ICCU	15/04/2014			Printed Maps	item	50		printed maps	29	29	29	58%	29	58%	29	58%	29	58%	Yes	Yes	If available	no	Yes	TIFF	600 dpi	JPG	600 dpi	no	DC	40		
ICCU	15/04/2014	MISC	50	Album miscellaneous	item	0	2	album miscellaneou	2	2	2	100%	2	100%	2	100%	2	100%												388		
			246.600			246.600	137.443		212.938	231.168	231.168	94%	231.168	94%	231.168	94%	231.168	94%												256.686		

