

## Digital Conversion: Planning for Success

Join your colleagues for a virtual workshop on developing digital conversion plans to meet your goal of protecting federal agency collections and assuring their long-term, sustainable preservation and access.

**Date: Thursday, September 24, 2020**

**Time: 2:00 pm (ET)**

**Fee: \$60 per person**

In less than 90 minutes, gather the tools you need to begin your process for

- evaluating collections and identifying materials for digitization (text, audio, video, and film)
- defining the scope and objectives of your digitization project
- exploring technical requirements for digital assets and metadata
- assessing the physical condition of materials
- planning for special handling requirements.

Instructors for the course are experts in the preservation and digitization field from the Northeast Document Conservation Center (NEDCC). NEDCC is a non-profit conservation center that provides conservation, preservation, digital imaging, and audio reformatting services to cultural heritage clients nationwide. In addition to conducting preservation assessments and consultations, NEDCC's Preservation Services Department has a longstanding reputation for providing professional development training via webinars, web courses.

To register, point your browser to <https://www.surveymonkey.com/r/YL9H8SG>. Registrants will receive a link to the online session 24 hours in advance.

For more information send an email to [fliccfno@loc.gov](mailto:fliccfno@loc.gov).

