

# Digital Resource Development Team

## September 2005



HI ALL...

We've had our three days of summer weather and as we're so full of vitamin D we thought we'd distribute some happiness to you in newsletter number two.

The big news in this issue is that we've actually started training - running very successful courses in basic web-page construction and in image manipulation. More initial tuition is planned for early September in West Lothian which may even see some attendees from Fife - Yep, partnership working in the flesh! Evidence that the business plan certainly was no pie in the sky.

Speaking of partnership working you'll soon be able to search the online contact list for skills taught, and hopefully learned. This list is password protected and is only available to registered users - which, lest we forget, means you - our partners. Should you need advice on a particular piece of digital wizardry and can't get hold of the project officers we encourage you to ask each other about topics you know each other have been taught.



That should keep you all on your toes! Don't worry too much though - course work should appear on the site soon after the training as well as details of further reading.



The number of Digital Resources Project partners continues to increase. We're keeping pace, of course, and will get round to all of you just as soon as we can. We're currently finalising project work with our West Lothian partners, moving shortly after to Edinburgh and the remaining Lothians, thereafter the Borders.

You should all know the type of training we are offering by now but please contact us (or publish your wish lists on the site) if you have any specifics that we haven't touched on. We're as eager to learn what the sector wants as you are to learn techniques that will be of use to your organisation. For example we've just received a request to teach digital audio capture and editing to enable the use of a listening post to augment a display case. Following a few basic principles on such things as frequency and bit-rate this is very easy to do.

Please bear in mind what your end user expects to see and what would be of even more interest to him or her - not just on your website but within your organisation or

exhibitions. By now most of you should have seen the best practice guidelines for digitisation projects – an emailed document sent out mid July called 'checklist.rtf'. (It will, and may even, by the time you read this, be available on the download section of our site). This came about from research compiled by Dylan Edgar from the Scottish Museums Council. More news on the full publication, including a presentation from Dylan soon...

## OUR WEBSITE:

We know that some of our partners have been looking at and even trying out the content management system that our digitalimages site is based on. By now you should all have username and passwords allowing read/write access to the site – if not mail us now! You can then edit existing articles, publish new ones & add files for There is a comprehensive Help section – we'd like you to evaluate it.

Results on the site please.

## RESULTS OF MOST WANTED TRAINING POLL:

You obviously all spell as badly as me!

A good number of you have videos needing work.

Most of you need accessible websites.

Executive Committee meetings continue to steer the project in a meaningful direction and help us provide the best service. We know where we're going, know how to get there and know how to check we're not hesitating, deviating or repeating ourselves.



## THIS MONTH'S SOFTWARE FAVOURITE:

It was such a close bout last month that really the only option we had this month was to celebrate the one that lost on marginal points alone. We know you'd all like Photoshop CS to play with. If you've got the cash – or used to work for



Adobe (wonder which of us that would be...?) - it's lovely. In the real world though you want the your budgets to remain intact.

We offer you THE GIMP Version 2.6.8 freshly released for you on Linux, Mac and even Windows.

What's more it is free for any use you wish with a massive, almost rabidly mad for it, community of advocates and helpers.

[www.gimp.org](http://www.gimp.org).

We're really rather impressed.

## YOUR QUESTIONS ANSWERED:

### WHAT IMAGE FILE FORMAT TO USE?

Some of the main contenders for general purposes images today are TIF, JPG, GIF and PNG.

The TIF(F) file format is best used for archiving a high quality master copy of an image as it doesn't add artefacts during compression. You'll find the TIF format commonly used in commercial printing or professional environments.

For web pages you'd be far more sensible to use the more compressed and therefore faster to download JP(E)G, GIF or PNG image types. (Easily converted from your archived TIF)

On the web, JPG is the best choice (smallest file size) for photo images.

GIFs are more common for images with larger expanses of uniform colour. It's worth noting that only GIF and PNG file types can contain transparencies. Please have a look at our quick guide below.

**THIS ISSUE'S  
RECOMMENDED  
WEBSITE:**

[www.csszengarden.com](http://www.csszengarden.com)

The CSS Zen Garden is an excellent (hope you're pronouncing it the Bill & Ted way) place to visit for both design inspiration and to see the versatility of using CSS on-line. The Website Consists of one HTML page and a series

**IT'S A FILM  
REFERENCE THING!**



of CSS (Cascading Style Sheets) that can be alternated to view the different styles people have created for the site.

**AND FINALLY...**

**HOMEWORK FOR  
THOSE WITH  
RESTLESS FINGERS.**

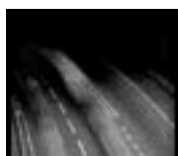
Some of you will have undergone our basic training in HTML and CSS. Should you wish to delve deeper:

[www.westciv.com/style\\_master/academy/css\\_tutorial](http://www.westciv.com/style_master/academy/css_tutorial)

[www.dezwozhere.com/links.html](http://www.dezwozhere.com/links.html)

[www.strangebanana.com/generator.aspx](http://www.strangebanana.com/generator.aspx)

SUGGESTED FILE FORMATS	COMPLEX IMAGES	SIMPLE GRAPHICS
ARCHIVE QUALITY	TIF or PNG	TIF, PNG or GIF
SMALLEST FILE SIZE	JPG of high quality	TIF with LZW compression, GIF or PNG



We're off... burning rubber for your amusement.  
It's allegedly still summer - we suggest long-johns.

