

Digital Image Files from the Yale Center for British Art

IMAGING STANDARDS AND TECHNICAL GUIDELINES

DEPARTMENT OF IMAGING SERVICES AND INTELLECTUAL PROPERTY

We make frequent reference to the *Universal Photographer's Digital Imaging Guidelines* (www.updig.org) and encourage you to consult this resource for more detailed information on each topic.

WHAT WE PROVIDE

The Center provides a range of digital images of works in its collections via self-serve download at www.britishart.yale.edu/collections. The Center's Department of Imaging Services and Intellectual Property also provides files to patrons in response to requests for larger files, new photography, or exceptional needs.

	<i>File Format</i>	<i>Bit depth</i>	<i>Embedded color profile</i>	<i>Size at 100%</i>	<i>PPI</i>	<i>Digital or capture targets included</i>
FILES PROVIDED DIRECTLY FROM IMAGING SERVICES	TIFF	16 bit	eciRGB v.2	Original capture dimensions, up to 8200 x 8200 pixels*	400	Yes
DOWNLOAD FOR PUBLICATION FROM ONLINE COLLECTION	TIFF	16 bit	eciRGB v.2	Bounded to 3000 x 3000 pixels*	400	Varies by image selected
DOWNLOAD FOR PRESENTATION FROM ONLINE COLLECTION	JPEG	8 bit	sRGB	Bounded to 1920 x 1920 pixels*	110	Varies by image selected

*some files may be smaller depending upon the dimensions and aspect ratio of the original work.

Most of the Center's digital images are created in a controlled environment, where the original object or work of art itself is photographed or scanned, and the resulting digital image is evaluated for accuracy against the original object. Our digitization workflows are set in accordance with national and international technical guidelines for digital imaging of cultural heritage material.

The Center's digital collections also include images that have been scanned from older film photography, as well as digital images captured and processed using older technology. If a digital image has been scanned from film, digitally altered, or may not be suitable for reproduction, Imaging Services will record this information in the file in the *IPTC: Instructions* metadata field.

We routinely re-photograph and replace older photography and files with new digital images. If you have files from the Center from an earlier project, it is a good idea to check with us whether a new and improved digital image is now available.

YALE CENTER FOR BRITISH ART

1080 Chapel Street, P.O. Box 208280, New Haven, CT 06520-8280 | ycba.imaging@yale.edu | britishart.yale.edu

COLOR MANAGEMENT

http://www.updig.org/guidelines/ph_color_management.html

Our images include embedded **icc color profiles**, which ensure that the image color remains accurate as the file is transferred between cameras, scanners, computers, monitors and printers. You must take care to ensure that color profiles are not inadvertently discarded. Ensure that any programs used to open, view or edit images have their color management properties set to *preserve embedded profiles*. In a print workflow, it may be necessary to use a different profile, such as CMYK, later in the production process. *Never assign* a new profile; always use the *convert to profile* option. When converting, the perceptual rendering intent will give the most pleasing results.

VIEWING DIGITAL IMAGES

http://updig.org/guidelines/ir_same_page_color.html

Accurate evaluation or proofing of an image cannot be made on an un-calibrated monitor or in uncontrolled lighting conditions. While basic monitor calibration adjustments (including gamma, white point, brightness and/or hue) will be helpful to any viewer, if you are part of a professional or print workflow, it is imperative that your **monitor is profiled and calibrated** to a high level of accuracy and that you have an appropriate image viewing environment.

Files provided from Imaging Services typically include digital representations of standard photographic targets, including a 24 patch color checker and 19 step gray scale. These are useful to quickly identify basic problems in color management. When color settings are configured properly, the color bars and grayscale in the images should appear neutral. If these targets appear to be discolored, or any of the individual gray scale steps are not distinguishable from one another on a monitor display or when printed, it is a good idea to check your monitor calibration, check the color workflow settings in any software, and make sure that the color profile has not been changed or removed from the image file.

RESOLUTION AND RESIZING

http://updig.org/guidelines/ir_same_page_resolution.html

A small image should never be resized to create a larger one. If a larger file is required, please contact Imaging Services. However, images may be downsized as necessary. When down-sampling, we recommend Photoshop's Bicubic Sharper setting.

SHARPENING

http://updig.org/guidelines/ph_sharpening.html

In general, we do not apply output sharpening or tone curves to our digital images. However, different output and printing processes may benefit from sharpening or tonal adjustments. The user or printer is responsible for applying any appropriate adjustments for output.

If you have any questions about these guidelines or any concerns about the suitability of a digital image file for your intended use, please contact the Department of Imaging Services and Intellectual Property at ycba.imaging@yale.edu.

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