

MOVING IMAGE ARCHIVING & PRESERVATION PROGRAM VIDEO RESTORATION LAB II, H72.3404

Spring 2016

Thursdays: 6 – 9pm, 665 Broadway room 724

Instructor: Peter Oleksik

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GOALS: This class is the second part of Video Preservation, focusing on the reformatting of analog magnetic media for preservation and access. Using knowledge and skills acquired in Video Preservation I, Students will put knowledge into practice by managing the migration of legacy video material. Over the course of the semester, students will assess, treat, and manage the migration and preservation of material provided by 2 institutions or individuals. In addition, skills learned in Video Preservation I will be refined, with an emphasis given to the assessment and quality control of analog to digital migration and born-digital video material. At the end of the semester, students will have a firm grounding in identifying, assessing, treating and preserving analog and digital video material.

EXPECTATIONS: Attendance and participation are the most critical part of the course. As lessons will build on each other, as well as inform the various deliverables through out the semester, each student's presence and engagement is critical to the completion of the course. In the case of illness or other unexpected absences, please call and notify the instructor. Unexcused absences will negatively impact your final grade.

Each student will complete 2 projects during the semester; the first is a semester long digitization project where the students will work together in groups to carry out the migration and preservation their assigned material. The second is a wiring diagram for a hypothetical migration set-up. Grades will be based on a combination of class preparedness/participation (40%) and assignments (60%).

MIAP Digital Archive: In addition to assignments submitted in print form, all course papers/projects will be submitted in electronic form by the beginning of the class period on the due date. (Please also bring a hard copy to class on the due date.) Go to the Blackboard site for this

class found under the "Academics" tab on the NYU Home site. Click on the Communication tab and then on Discussion Forum. You should see a link to your own individual forums. This is where you should upload your assignments.

Please submit word-processed documents as Rich Text Format files (.rtf). Your papers will be made part of the MIAP Digital Archive in a private space for faculty use, and on the MIAP web site, where appropriate. Please inform me of any papers that cannot be published on the web due to confidentiality restrictions or other reasons, or if you have other concerns about your work being posted. In some cases, the title of a paper will be published, but access to the paper will be restricted to selected MIAP faculty and staff. When electronic files are submitted, the file names must conform to the standard format (please see end of syllabus.)

Texts:

There will be readings distributed throughout the semester but there is no assigned text for the class. That being said, having your copy of *How Video Works* on hand may be useful.

Assignments:

Assignment #1:

Students will be given a list of formats necessary for migration and design a migration lab to facilitate the transfer of this material. This will involve specifying equipment and designing the signal path for all relevant signals within the system. More information about the particulars will be distributed in class.

Deliverables: list of equipment and rationale for selection, wiring diagram (video, audio, data, and sync)

Due: March 7, 2016

Assignment #2:

The students will work in 2 groups to manage the preservation of a small collection of analog material with their assigned vendor. The groups will assume the role of their host institutions or individuals and manage the migration process every step of the way, paying particular attention to the needs of their respective collections. Each person in the group will be assigned a role to accomplish throughout the pipeline of preservation and access. At the end of the semester, we will discuss the outcome of the project and analyze the particular needs of various

institutions.

Note: We will heavily use google docs for the management of the process and tracking of its process. I will manage them and regularly comment. Please stay current and regularly check in.

Project #1:

Leslie Thornton

Working with the filmmaker and artist Leslie Thornton, this group will manage the migration of legacy analog material that fit within Leslie's current workflow and storage infrastructure. This material pertains to both past and current projects, so special attention will need to be paid in the migration process and to mezzanine and access deliverables.

Formats:

¾" U-matic – used in *Peggy and Fred and Pete*.

Hi-8 – used in the serial film *Peggy and Fred in Hell*

S-VHS – shot in Algeria in 1991 for use in upcoming, new project.

Project #2:

DCTV Analog Video Collection

Working with Downtown Community Television Center, this group will manage the migration of original, ½" open-reel material that pertains to the history of DCTV. Through interviews and site visits, this group will tailor the migration process to fit within the organizations current analog and digital storage infrastructure and develop the migration workflow as a pilot for future transfers.

Formats:

½" Open-reel (color and b/w) – original shot on portapak, this material pertains to original DCTV productions ranging from the NYC blackout, Cuba in the 1970s, and others.

Final Project Report:

Each group will draft a final report detailing the migration process, rationale for the workflow, and detailing both the migration workflow and the QC/QA workflow. This report is intended as a summary of the work for the individual or organization as well as a blueprint for further migration projects.

Due: May 9, 2016.

Class 1: January 25, 6:00 – 9:00 pm

Class Objectives: Students should be ready to draft a Statement of Work.

Readings:

Lewis, Alan F. "Contracting for Reformatting Services". 2007.
http://www.nyu.edu/tisch/preservation/program/modules/Lewis_VendorRelations.pdf

De Stefano, Paula. "Digitizing Video for Long-Term Preservation: An RFP Guide and Template". Accessed 1/27/2015 at
<http://library.nyu.edu/preservation/VARRFP.pdf>

Lacinak, Chris. "AudioVisual Project Outsourcing: Navigating Through the Client/Vendor Relationship to Achieve Your Project Goals." 2006. Accessed 1/27/2015 at http://www.avpreserve.com/wp-content/uploads/2009/09/AVPS_Series_Project_Outsourcing.pdf

Blood, George "Contracting for Reformatting Services: A Step-by-Step Process." Accessed 1/20/2016 at
http://www.ccaha.org/uploads/media_items/contracting-for-reformatting-services.original.pdf

Read through the Library of Congress' Preservation Reformatting Division's website: accessed 1/20/2016 at:
<https://www.loc.gov/preservation/about/prd/>

Wright, Richard. "*Preserving Moving Pictures and Sound.*" 2012. Accessed 1/20/2016 at: <http://dx.doi.org/10.7207/twr12-01>

Topics/activities:

- Review of class and syllabus
- Outsourcing migration
 - how to navigate the vendor/client dynamic;
 - review the concept of a Request for Proposals and Statement of Work;
 - discuss the reasoning and methodology behind them

- Discussion of collections under consideration
- Begin drafting and outlining the basic framework of a statement of work;
 - develop a timeline and tasks to complete.

Class 2: February 1, 6:00 – 9:00 pm

Class Objectives: Students Will Finalize the Statement of Work

Readings:

Review metadata section in "Digitizing Video for Long-Term Preservation: An RFP Guide and Template".

Review revTMD

- <http://www.archives.gov/preservation/products/reVTMD.xsd>
- <http://narations.blogs.archives.gov/2012/02/28/sharing-the-video-metadata-love/>

Casey, Mike and Gordon, Bruce. "Sound Directions: Best Practices for Audio Preservation". 2007. Accessed 1/20/2016 at http://www.dlib.indiana.edu/projects/sounddirections/papersPresent/sd_bp_07.pdf

Lacinak, Chris. "Quality Assessment of the Digital Surrogate". 2007. Retrieved 10/10/07 at http://www.avpreserve.com/resources/AVPS_QC_Surrogate_Distribute_PDF_notes.pdf

Lacinak, Chris. "QA/QC Considerations:.". Accessed 1/20/2016 at: http://www.avpreserve.com/wp-content/resources/AVPS_QA_QC_Considerations.pdf
www.avpreserve.com/resources/AVPS_QA_QC_Considerations.pdf

Due this class:

First draft of statement of work (due 1/29/2016)

Review and comments on sections not assigned to you

Topics/activities:

- Discussion of metadata, applications and schemas;
- Decision-making during reformatting and information to capture;
- Discussion and small group work to finalize statements of work and prepare for submission to vendor;
- Review and assessment of analog video material.

Class 3: February 22, 6:00 – 9:00 pm

Class Objectives:

- **visit by Maurice Schechter;**
- **Students should be ready to pack and send media to vendor to start the project.**

Readings: TBD

Due this class:

Finalize draft of RFP to be shared with Maurice Schechter. Due 2/18/2016.

Topics/activities:

- Lecture by Maurice Schechter;
- Finalize on SOW;
- Packing of material for shipment to respective vendors.

Class 4: February 29, 6:00 – 9:00 pm

Class Objectives: Ensuring faithful analog and digital reproduction and understanding the anatomy of a digital video file.

Due this class: Final RFP due 2/26/2016

Readings:

Part I, II and III of "Creating and Archiving Born Digital Video". The FADGI Audio-Visual Working Group.

http://www.digitizationguidelines.gov/guidelines/video_bornDigital.html?loclr=blogsig

Mackenzie, Adrian. "Codecs: Encoding/decoding images and sound"

Poynton, Charles. "Raster Images". *Digital Video and HTV: Algorithms and interfaces*. 2003. p. 3 – 16.

Poynton, Charles. "Introduction to luma and chroma". *Digital Video and HTV: Algorithms and interfaces*. 2003. p. 87 – 94.

Sterne, Jonathan and Mulvin, Dylan. "The Low Acuity for Blue: Perceptual Technics an American Color Television." *Journal of Visual Culture*. 2014. p. 118 – 138.

Sterne, Jonathan. "Format Theory" *MP3: The Meaning of a Format*. Duke University Press. 2012. p. 1 – 30.

Topics/activities:

- Lecture and discussion of digital video files (part 1);
- In-class migration exercise and analysis.

Class 5: March 7, 6:00 – 9:00 pm

Class Objectives: Finish digital video/file discussion, begin drafting QC/QA procedures.

Due this class: Assignment #1: Migration set-up

Readings:

Selections from Gfeller, Johannes. Jarczyk, Agathe. Phillips, Joanna. *Compendium of Image Errors in Analogue Video*. 2012.

Review: A/V Artifact Atlas

(http://avaa.bavc.org/artifactatlas/index.php/A/V_Artifact_Atlas)

Topics/activities:

- In-class review of migration set-up assignment (Assignment #1)
- Anatomy of a digital file pt 2;
- Review degradation issues (analog and digital);
- In-class exercise on digital file creation and QA/QC procedures.

April 1 - final date for invoicing from the vendor.

Class 6: April 11, 6:00 – 9:00 pm

Class Objectives: Finalize QA/QC procedure

Due this class:

Files must be back from vendors

Topics/activities:

- Status updates and general discussion;
- Discuss concepts of Quality Assurance and Quality Control;
- In-class exercise to develop QA/QC procedures;
- Outline QA/QC procedures.

Class 7: April 18, 6:00 – 9:00pm

Class Objectives:

- **Students should be ready to QC/QA material back from vendors.**

Readings: TBD

Topics/activities:

- Review QA/QC Procedures(30min);
- Quality control on delivered files. Are there any problems that need to be discussed with the vendor? Small group work to determine next steps. Determine the plans for delivery of the files and metadata to each institution and discuss elements of the summary of the preservation project (120min).
- Payment should be made to the vendors upon receipt of the files and quality assurances.

Class 7, April 25, 6:00 – 9:00pm

Class Objectives: Groups should be ready to present their findings to their respective organization or individual.

GUEST: TBD (either DCTV or Leslie Thornton)

Due this class:

- Any corrections have been addressed and all files and tapes are received from vendors; First draft of project summary report; Files should be packaged for their respective institution by this class.

Topics/activities:

- In class presentation;
- Finalize any QC work.

Class 9: May 2, 6:00 – 9:00 pm

Class Objectives: Groups should be ready to present their findings to their respective organization or individual.

GUEST: TBD (either DCTV or Leslie Thornton)

Due this class: Ready final report for submission by 5/9/2016.

Topics/activities:

- In class presentation;
- Wrap up/other topics as time permits.