The LTAP Lending Library: From Physical to Digital

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• Current Situation
• Our Goal
• How we are going to get there
We have 6,392 resources in the LTAP resource library. Most are paper format. There are 5 rows of these shelves shown in the picture that contain resources in the paper format.
A little over a third of a shelf row contains drawers which holds mainly CDs, but there are a few floppy disks.
One shelf row is our video library where our DVDs and VHS tapes are stored.

- 503 are DVD format
- 491 are VHS tape format
The library is physically located in a room down the hall from our main office. Resources are requested by going to our website where there are links to our most popular publications and available to download. Or, you can do a keyword search to display a list of resources from which you can select resources to be added to a book bag. When an order is submitted, LTAP receives an email and the librarian sends the items requested by email or U.S. mail.
Our Goal

Move as many of the LTAP library resources as we can to an electronic format

- Provide immediate access to our resources
- Reduce storage costs

*The goal is to move as many of the LTAP library resources as we can to an electronic format. Copyrighted materials will still have to be sent through US mail but our goal is to have most of our resources in electronic format and available for download.

*This would provide immediate access to our resources similar to what we do with our popular publications.

*This would also reduce costs by eliminating the need to rent the extra room for the library because we would move what is left in the library to our main office space. As the number of online resources increase there may be future hardware costs for disk storage space but currently we have space to work with.
How do we get there?

- Remove obsolete material
- Move uncopyrighted resources to a digital format
- Add links on the LTAP website pointing to resources already on the web
- Submit older material to Purdue Archives

*First we will remove obsolete material. Most of the resources range from the 1950’s to the present and we do not get a lot of requests for the older resources. So there are probably some publications that can be removed. A lot of the DVDs are from the nineties and are low quality since they were transferred from VHS tapes. We have had some feedback from one local public agency training coordinator that she wouldn’t use one of these DVDs even though the content was good because the younger generation tends to ignore anything that isn’t high quality and up-to-date like they are use to accessing on a daily basis.

*All uncopyrighted resources will be moved to a digital format. We would obtain a pdf copy of the resource if one is available and if not, the resource would be scanned.

*We would add links on the LTAP website for resources already on the web so we do not need store the resource on the LTAP server.

*Submit older material that might have historical significance to Purdue Archives. One example would be an illustrated pamphlet on wrought iron bridges from 1882 that we have.
*Submit LTAP publications to Purdue E-Pubs and provide links to them from the LTAP website.

*The final goal for uncopyrighted videos will be to provide them online from possibly a video sharing website such as YouTube. There are some limitations with these video online sharing sites so we will have to do some more research into this. Some videos are already online, which we can provide links to from the LTAP website. During the transition, we will continue to provide DVD copies.

*Provide access to the online resources by modifying the LTAP website so that when you do a search, you will be presented with a list of resources as before as shown in the next slide.
The difference will be that where the red arrow is pointing on the slide, a view link instead of an “add to book bag” link will display for resources we have in electronic format. While viewing the resource they will be able to download as they would normally when viewing documents on the internet. The “add to book bag” link will still display for resources that cannot be put online.
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*A scanner is needed to scan documents we don't have a pdf for.
- We use an Epson Perfection V500 scanner which costs about $350.

*Software is needed to convert the videos to a format that is appropriate for sharing on the web.

-- Handbrake can convert almost any format and it is free and multiplatform.

-- MacX DVD Ripper Pro is another converter like Handbrake and costs $50 but there is a free trial version.

-- iMovie is a video editor included with the Apple operating system and costs $15 for upgrades. It is useful for cropping out lines of distortion at the bottom of a video when a VHS tape is recorded to DVD. It can also save to different formats for playback from the web.

-- Windows has a video editor called Movie Maker which is similar to iMovie and it is free.

*Storage space that can be accessed from the web is needed to store the electronic resources.

-- We currently have 379 items in our library in the pdf format stored on our server that takes 7.14 gigabytes of disk space. So that is an average of 19 megabytes per item. If we
decide to keep resources made since 2005, that would leave us with 983 items and at an average of 19 megabytes per item, we would need approximately 19 gigabytes of storage.

--There are 265 videos in the video library which take up 278 gigabytes of disk space for an average of 1 gigabyte per video. Again if we keep videos made since 2005, 37 videos would remain. So at an average of 1 gigabyte per video, 37 gigabytes of disk space would be needed. These numbers are on the high end because our videos are in the DVD format but when we convert to a format for playback on the web, they will be smaller.

--We estimate that we would have enough disk storage space for the extra pdf files. The question will be how many video files we need to store. It is estimated it will cost between $1,000 to $5,000 to purchase more disk space if that is needed.
Questions?