

# Document Digital Capture



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Robin's digital capture system uses a high-resolution camera capable of capturing originals up to 54x72 at 300 PPI or higher. 60x84 originals can be captured at 270 PPI.

## Originals

Originals can be any type of flat art or printed piece up to 60"x84". Some types of originals are more difficult to digitize than others and may require a special set up.

**Printed pieces** – The dot pattern in printed pieces will often cause a moiré pattern. We will try to reduce this as much as possible, but it may still show. Capturing at 600 or more ppi will help reduce this.

**Highly reflective or gloss surfaces** – This can often cause unwanted reflections which are difficult to overcome. This can cause the color and density to vary depending on how the light hits the surface. Gold and silver foils are especially problematic.

**Curled, torn, or delicate** – Any piece that will not lay flat using a vacuum easel will require special handling.

If your original requires special handling, please check with one of our representatives to discuss the best method and costs involved. So that we can provide you with the most cost-effective methods please be sure to let us know how you plan to use the digital file.

## File Type & Sizes

Images are saved as Adobe 98 RGB 8-bit Tiff unless otherwise requested.

Available color spaces:

- ProPhoto RGB
- Adobe RGB 1998 (default)
- sRGB

Available file formats:

- TIFF 8-bit (default)
- JPEG
- PDF
- Multi-resolution file that includes:
  1. A high-resolution Adobe 98 TIFF file for reproduction.
  2. A medium-resolution J-Peg file for general printing. The long dimension is

saved at 4000 pixels (13.3" @ 300 ppi) saved in Adobe 98 color space.

3. A low-resolution J-Peg file in sRGB color space for email and web use. The long dimension is saved at 1500 pixels (15" @ 100 ppi) save in sRGB color space.

## Color Reproduction

Document scans are done in a color-controlled environment but are not color corrected to match the original. If the color is critical, please refer to our "Artwork Digital Capture" sheet for more information and prices.

## Standard Document Capture

Your original is captured at 300 PPI or higher for sizes less than 28x42 (if a gray scale is included the maximum size at 300 PPI is 25x33). For larger sizes the resolution decreases with the size of the original. (See the chart on the pricing grid for a better estimate of PPI.).

## Premium Document Capture

These captures are done at a higher resolution than Standard Level Digital Captures (see chart) and can provide 300 PPI or higher for images up to 54" x72". Please be aware that file sizes can be over 1 GB and might be difficult to open on lower end computers.

## Shoot & Run

When jobs must be done quickly, or if you don't want the original out of your sight, we offer our Shoot and Run service. We will shoot the job while you wait.

This service is subject to available capacity. If you call ahead and schedule a time, we can have a technician available for you. Please note that there is a \$15.00 charge for late arrival or missed appointments.

## Data Transfer & Storage

Files are returned to you either through the internet using Hightail file transfer or flash drive. Please be aware that a single high-resolution file can be up to 2GB. This can take a good while to download even on high-speed connections and may fail with slow

connections. For multiple high-resolution files, it may be easier to use a flash drive.

Keep in mind that a flash drive is for temporary storage and is not considered an archival device. The life expectancy of a flash drive is generally around 10 years, and they can fail at any time.

We maintain a copy of your data on file for 30 days after completion. Be sure to check your files during

that time and back them up to a second device or to a cloud storage system in case the drive fails. If there are problems during the 30 days following the digital capture, we can get you replacement files immediately. After 30 days we may not be able to assist you and the artwork may have to be reshot.

## Prices & Turnaround

Normal turnaround is 48 hours. Large or unusual jobs may require additional time.

Prices are based on the size of the original and do not include any special setup, or retouching, involved.

Standard Document Capture								
Original Size	8.5x11	12x18	20x24	24x32	30x40	48x60*	54x72	60x80
PPI*	600 PPI	400 PPI	300 PPI	300 PPI	250 PPI	165 PPI	150 PPI	135 PPI
File Size**	35 MB	95 MB	120 MB	195 MB	215 MB	225 MB	250 MB	250 MB
Price	25.50	29.50	36.00	42.50	47.75	74.25	95.50	120.75

Premium Document Capture								
Original Size	8.5x11	12x18	20x24	24x32	30x40	48x60*	54x72	60x80
PPI*	1200 PPI	800 PPI	600 PPI	600 PPI	500 PPI	330 PPI	300 PPI	270 PPI
File Size**	145 MB	395 MB	495 MB	790 MB	860 MB	900 MB	1 GB	1 GB
Price	34.00	37.00	47.00	55.00	61.50	91.00	116.50	148.50

\* PPI is approximate

\*\* File size is approximate and will vary with crop. It is based on 8-bit.

Quantity discounts are available for 5 or more pieces. Call for pricing.

- Hightail file transfer – no charge
- \$7.00 for 4 GB Flash Drive
- High Res TIFF and Medium Res J-Peg - \$4.00 additional
- Multi resolution files – \$7.00 additional
- **Shoot & Run – scheduled** – \$18.50 for first capture plus \$6.00 for each additional.
- **Shoot & Run – unscheduled** – \$27.00 for first capture plus \$7.50 for each additional.
- **Shoot & Run – supervised** – \$30.00 for first capture plus \$7.50 for each additional

## Flatbed Scans

	5x7	8.5x11
300 PPI	8.00	10.00
600 PPI	10.00	12.50

- Includes dust spot removal and cropping
- \$7.00 for 4 GB Flash Drive