## **Culture in Transit Scanning Equipment List**

This list includes everything that makes up our scanning kit. A <u>complete inventory of equipment</u> which includes the price of each piece of equipment, the product code, where we purchased it from and any comments about it is also available.

This list is representative of our scanning kit, but is not an endorsement for specific products. Please refer to the <u>complete equipment inventory</u> for comments about specific items.

## **Scanning Kit Equipment List**

- Backpack: Case Logic Berkeley Deluxe 15.6" Laptop & Tablet Backpack
- Laptop: Dell Precision Mobile Workstation M2800
- External hard drive: Western Digital My Passport Ultra 2TB Portable Hard Drive and Case
- Scanner: Epson Perfection V600 Photo Scanner
- Case for V600 scanner: Pelican iM2720 Storm Trak Case with Foam
- Glass cleaning kit: Kinetronics Digital Scanner Glass Cleaning Kit
- Kodak Color Separation Guide and Gray Scale (Q-13, 8" Long)
- Ruler
- Belkin 6-Outlet Home/Office Surge Protector with 2.5 feet Cord & Straight Plug
- USB flash drives (2GB\* for community events; 16GB for cultural heritage organization scanning)
- Archival Methods White Nylon Gloves (pack of 12)

## **Optional**

The items listed below were part of the Culture in Transit mobile digitization kits. However, depending on budget constraints, you could still provide a scanner based digitization service without purchasing the optional items.

- Microfiber cloth
- Extension cord
- Wireless computer mouse
- Lock for case: Ruggard 3-Dial TSA Combination Lock
- 4-Port USB 2.0 Hub for laptop

- Air blaster
- Spray adhesive for gluing foam layers in transportation case
- Adobe license (Photoshop, Lightroom, Bridge and Acrobat)
- Microsoft Office for PC
- Dropbox business account (cloud based storage solution)
- Silverfast license (scan software for V600)
- Cords for phone image donations (iPhone and Samsung)\*
- Personal Digital Archiving Brochure\*
- 'What's on my thumb drive' informational leaflet\*
- Metadata forms\*
- Donor consent forms\*
- Donor feedback forms\*
- Fliers about upcoming events\*
- Pens and Pencils\*

Minimum Total Cost (approximate): \$2,650.00 Maximum Total Cost (approximate): \$3,980.00

<sup>\*</sup>items needed exclusively for community scanning.