## Culture in Transit Copy Stand Equipment List

This list includes everything that makes up our mobile copy stand kit. A <u>complete inventory of</u> <u>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 copy stand kit, but is not an endorsement for specific products. Please refer to the <u>complete equipment inventory</u> for comments about specific items.

## Mobile Copy Stand Equipment List

- Backpack: Case Logic Berkeley Deluxe 15.6" Laptop & Tablet Backpack
- Laptop: Dell Precision Mobile Workstation M2800
- External Hard Drive: WD My Passport Ultra 2TB Portable Hard Drive and Case
- Camera: Canon EOS Rebel T5 DSLR Camera with 18-55mm Lens (includes one battery)
- Lights: Genaray SpectroLED Outfit 500 Daylight LED Light (2)
- Light Stands: Smith-Victor Tabletop or Background Light Stand (18") (2)
- Tripod: Oben AT-3461 Aluminum Tripod With BA-117T Ball Head
- Color Balance Cards: DGK Color Tools Optek White Balance Card (set of 3)
- Transportation Case: Pelican iM2620 Storm Trak Case with Foam (Black)
- Backdrop: ePhotoInc 10x10 ft Solid Grey Muslin Backdrop
- Kodak Color Separation Guide
- Belkin 6-Outlet Home/Office Surge Protector
- Ruler
- Small spirit level
- USB flash drives (2GB\* for community events ; 16GB for for institutional scanning)
- Archival White Nylon Gloves (pack of 12)
- Microfiber cloth

## **Optional items**

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

• Wireless computer mouse

- Protection plan for Canon camera
- Spare camera batteries (2): Watson LP-E10 Lithium-Ion Battery Pack
- Lock for transportation case: Ruggard 3-Dial TSA Combination Lock
- Clamps for backdrop: Heavy Duty Muslin Clamps 4 1/2 inch (6 pack)
- 58MM Professional Lens Filter Accessory Kit
- Extension cord
- USB extension cable (allows laptop to be longer distance from copy stand)
- 4-Port USB 2.0 Hub for laptop
- Vello RS-C1II Wired Remote Switch for camera
- Archival polyester book strips (1" x 500" Long Roll)
- pH neutral tape (3/4x72 yds)
- $\frac{1}{2}$  lb. weight bag (4)
- 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)
- 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): \$3,900.00 Maximum Total Cost (approximate): \$5,430.00

\*items needed exclusively for community scanning.