

## Photo Library Survey

**Library:** Photo Library of the Art History Institute of the Jagiellonian University, Cracow

**Location:** Fototeka Instytutu Historii Sztuki UJ, ul. Grodzka 53, PL 31-001 Kraków, Poland

**Website:** [www.fototeka.ihs.uj.edu.pl](http://www.fototeka.ihs.uj.edu.pl)

**Head of Photo Library:** Wojciech Walanus, PhD

**Founding of the host institution:** Jagiellonian University 1364, Art History Institute 1882

**Founding of the Photo Library:** 1884

**Status** (public/private/other): public

**Number of employees and their roles:** the head is the only staff member

**Photographers:** none

**IT support:** there is a general IT support at the Jagiellonian University

**IT providers:** Ontia Sp. z o.o. provides the image database Fotoarch and the online interface

**Legal consultancy for copyright and licensing** (yes/no; what source): No. Licensing is handled case-by-case, on request.

### Archive Holdings

**Number of photographic prints:** approx. 30,000

**Number of negatives:** about 3,500 glass and cellulose negatives

Other media: more than 10,000 lantern slides

**Number of digital images:** about 30,000 (including digitized vintage prints, negatives, lantern slides, digital photographs made by the Institute faculty members, as well as digital images from other sources)

**Technical characteristics of the digital images:** currently, the digitized images (vintage prints, negatives, lantern slides) are stored as TIFF, 24-bit colour and 8-bit grey-scale, about 50 MB, 5000 pixels on the long side; for the use in the database 4 smaller JPG-files are created from every 'master' TIFF-file. Digital photographs from the individual photographic campaigns of the Institute faculty members are acquired mostly as JPGs.

**Used storage space:** 0,6 TB

**Acquisitions** (sources and types, i.e. digital or photographs): occasional gifts and legacies, digital photographs coming from individual photographic campaigns of the Institute faculty members. Purchases of prints were common before 1939. From the 1950s to 1980s many negatives and prints had been provided by the photographers working at the Institute.

**Catalogue:** hand-written inventories from the beginning of the 20th century (incomplete), database since 2006

**Photographic campaigns:** Photo Library itself does not conduct any photographic campaigns. Since 2006 many faculty members of the Institute have worked on the Dehio-catalogue of the monuments in Lesser Poland. The photographs taken on this occasion are being systematically added to the collection.

**Acquisitions policy:** None

### **The Photographic Archive in the Digital Era**

**Digital catalogue:** since 2006

**Database and catalogue system:** Fotoarch software, developed by Ontia Sp. z o.o.

**Partnerships:** none

**Photographs currently entered in the database:** about 11,500

**Internet presence:** Photo Library Internet Service (<http://www.fototeka.ihs.uj.edu.pl>)

**Technical support:** Ontia Sp. z o.o. and a general IT support of the University

**Images available online:** about 11.500

**Access:** open access is guaranteed for the thumbnails and image metadata; higher resolutions and download are accessible only for registered users (faculty members, students)

**Digital photo campaigns:** (see above Photographic campaigns)

**Long-term Archive for digital data:** The server is backed up every day and once a week data are sent to external hard drives.

**Workflow:** Due to the staff and budget restrictions it is currently not possible to establish a constant workflow. For example, in 2008-2010 ca. 2,100 prints were digitized (including scanning, post-processing, creating metadata and adding to the database).

**Other digitalization projects:** none

**Other related digital projects:** none

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