

State Agency Selects



for Improved Efficiency

A chance trade show conversation when [IMAGEhost](#) was still on the drawing board led to the microfilm hosting platform's first formal project in early 2017. A state agency ('Agency') chose Crowley's IMAGEhost software to host digitized microfilm rolls for a significant records management project. The successfully completed project was a springboard to a much larger digitization effort that followed.

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Available as a premise-based solution, IMAGEhost was chosen to eliminate the need for reader printers while providing Agency staff with immediate, password-protected access to any microfilm document or image. With IMAGEhost, staff could easily access entire microfilm rolls online. Using the OCR search function, individual frames (images) could be downloaded, redacted, printed, saved and/or emailed for later use...without ever having to had set foot in the microfilm repository.

Notes Kevin Kapel, the manager on the project, “When I first entered the room, I was struck by the large number of reader-printer stations staffed by researchers armed with notepads and pens. It was immediately obvious that the research and entry was time-consuming. [Within two days of being onsite, we had 100 microfilm rolls uploaded to IMAGEhost. After one day of training, all operators were online and working efficiently.](#) It was a pretty graphic improvement in such a short time, making management buy-in very easy.”



Project Scope:

- An estimated 150 rolls of 16 mm microfilm were scanned onsite by a Crowley imaging specialist using a [Mekel MACH 10](#) microfilm scanner. The onsite scanning was due to the sensitive nature of the microfilm records and State regulations.
- The microfilm was scanned as grayscale images (bitonal optional) and required a solution for viewing cine/duplex film in the proper orientation
- The image strips were scanned to a secure external hard drive
- In parallel, IMAGEhost was installed on premise by the Agency's tech staff on an AOC Linux server
- The digitized rolls were then imported from the external hard drive to the IMAGEHost web repository by the Agency tech staff
- The Agency administers the system including creating user accounts, assigning rolls to users and importing newly scanned rolls
- Two onsite interactive training sessions were held which allowed users to have guided hands-on use of IMAGEhost while being able to ask real-time questions
- Agency staff returned the digitized film to the microfilm vault and now performs daily data entry using IMAGEhost images as their record source

The Agency's project manager was pleased with the results, noting that “it's been much easier to access and use than having to pull reels of microfilm and use an old reader.”