

Magnetic Media (Videotape) Care and Handling: A Selective Annotated Webliography

General Information about Care of Audio/Visual Media

Adelstein, Peter Z. *IPI Media Storage Quick Reference*. Rochester, N.Y.: Image Permanence Institute, 2004.

http://www.imagepermanenceinstitute.org/shtml_sub/msqr.pdf

Excellent coverage of film (photographic and moving image), magnetic media (acetate and polyester), digital media (CDs, DVDs), and prints (photographic and ink jet). Useful tables explain the structure of, and preservation issues with, each type of audio visual material, as well as how to store each type of material and how to test for decay. Also includes a glossary. Quick reference wheel not included in web format.

Library of Congress. "Cylinder, Disc and Tape Care in a Nutshell." Washington, D.C.: Library of Congress, 2002. <http://www.loc.gov/preserv/care/record.html>

Covers magnetic media, digital media, cylinders, and moving picture film. Includes useful information on handling, storage, packaging, and cleaning of each type of material, a list of supply sources, and a bibliography.

Association of Moving Image Archivists. "Storage Standards and Guidelines." Hollywood, Calif.: Association of Moving Image Archivists, n.d.

http://www.amianet.org/resources/guides/storage_standards.pdf

Basic overview of ideal storage conditions for color film, black and white film, and videotape. Also includes ANSI/ISO recommended extended-term storage conditions for these formats, a list of storage providers and a bibliography.

Identification

Texas Commission on the Arts. "Videotape Identification and Assessment Guide." Austin, Tex.: Texas Commission on the Arts, 2007.

<http://www.arts.state.tx.us/video/>

Website covers basic information about risks to magnetic media, how to examine videotapes for damage, basic conservation actions, and other resources, as well as a pictorial identification chart of magnetic media types.

Care of Magnetic Media (Videotape)

Canadian Conservation Institute. "How to Care for Videotapes." Ottawa, Ontario: Department of Canadian Heritage, n.d.

http://www.preservation.gc.ca/howto/articles/videotapes_e.asp

Basic information about what causes damage to videotapes, as well as proper handling, cleaning and repair techniques.

Norris, Debbie Hess, Peter Adelstein, Deirdre Boyle, Connie Brooks, Alan Lewis, Jim Lindner and Paul Messier. "Caring for your Home Videotape." Washington, D.C.: American Institute for Conservation, 1997.

<http://aic.stanford.edu/library/online/brochures/video.html>

Overview of caring for a videotape, including information about videotape composition, storage, handling, disaster situations, and restoration. Website also provides further resources.

Wheeler, Jim. "The Dos and Don'ts of Videotape Care." Conservation OnLine, 2005.

<http://palimpsest.stanford.edu/byauth/wheeler/wheeler3.html>

Basic list of dos and don't for videotape care. Originally a part of Wheeler's *Videotape Preservation Handbook*. Good for those who are looking for a very basic overview of how to care for videotapes in their collection.

Wheeler, Jim and Peter Brothers. *Videotape Preservation Fact Sheets*. Hollywood, Calif.: Association of Moving Image Archivists, n.d.

http://www.amianet.org/resources/guides/fact_sheets.pdf

18 fact sheets regarding videotape format, storage and handling, reformatting, staff training, emergency preparedness and response, glossaries and other resources.

Wheeler, Jim. *Videotape Preservation Handbook*. 2002.

<http://www.amianet.org/new/resources/guides/WheelerVideo.pdf>

An in-depth guide for topics such as videotape types and formats, storage and handling, possible problems, reformatting, and emergency preparedness. The article also includes a glossary of terms and charts.

Van Bogart, John. *Magnetic Tape Storage and Handling: A Guide for Libraries and Archives*. Washington, D.C: The Commission on Preservation and Access; St. Paul, Minn.: National Media Laboratory, 1995.

<http://clir.org/pubs/abstract/pub54.html>

Comprehensive guide to magnetic tape storage. Discusses issues such as what can go wrong with a tape, how long magnetic media can be expected to last, and how one can prevent magnetic tape from degrading prematurely. Also includes an appendix for magnetic tape care, a glossary, and a list of further reading.

Bigourdan, Jean-Louis, James M. Reilly, Karen Santoro, Gene Salesin. "Final Report to National Endowment for the Humanities Division of Preservation and Access NEH Grant # PA-50123-03, the Preservation of Magnetic Tape Collections: a Perspective." Rochester, N.Y.: Image Permanence Institute, 2006.

http://www.imagepermanenceinstitute.org/shtml_sub/NEHTapeFinalReport.pdf

An in-depth study of magnetic media preservation, including a survey of US institutions regarding their magnetic media collections and preservation strategies, major issues with magnetic media preservation, and research into whether or not a basic diagnostic tool for magnetic media could be created at this point.

Reformatting Videotape

Fleischhauer, Carl. "Audio and Video Preservation Reformatting: a Library of Congress Perspective." *18th Annual Preservation Conference: Preservation Reformatting: Digital Technology vs. Analog Technology*. College Park, Md.: National Archives, 2003.

<http://www.archives.gov/preservation/conferences/papers-2003/fleischauer.html>

This paper discusses the reformatting of magnetic media, and the issues that conservators are faced with when doing this type of work. It covers such topics as analog versus digital copies, media life expectancy, quality loss, and device and media obsolescence, and explains what the Library of Congress does to preserve its magnetic media collections.

Media Matters, LLC. "Digital Video Preservation Reformatting Project: a Report." Washington, D.C.: Dance Heritage Coalition, 2004.

<http://www.danceheritage.org/preservation/DigitalVideoPreservation1.pdf>

Discussion and findings of the Dance Heritage Coalition's two-part study of the condition of dance videotapes around the country, and the best digital-compression type for use as a preservation format. Covers many topics, including traditional and innovative methods for video preservation, lossless and lossy compression, and analysis of reformatting tests.

Available from <http://preserve.harvard.edu>
<http://preserve.harvard.edu/bibliographies/videotapehandling.pdf>

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