

Criteria for When to Digitize

Iraqi Jewish Archive Preservation Project National Archives and Records Administration

Books:

- Books are selected for imaging, based on information provided by the IJA team and subject matter experts, and review of OCLC,¹ and the records from the National Library of Israel.
- To be imaged.
 - All books printed in Hebrew, in Baghdad.²
 - All unique imprints (editions that cannot be found in OCLC).
 - Heavily annotated books.³
 - Books and book sections designated as important by subject specialists.
 - Judeo-Arabic books with a few instances in OCLC.
 - Does not include book sections.
 - Books with only one location recorded in OCLC.
- Not to be fully imaged.⁴
 - Books with multiple copies in OCLC.⁵
 - Books with no identifiable publication information (book sections not selected by specialist for imaging, or those with missing or blocked title pages).
 - Duplicates of imaged books.⁶
 - Textbooks.
 - Books already imaged by other projects.

Archival Materials:

- With rare exceptions⁷, all archival materials will be imaged.
- Duplicates of archival documents will not be imaged. In these cases, conservators will compare all duplicates and find the most representative copy and/or the copy in the best condition. All duplicates are noted in a database field.

Notes:

¹As defined by their website, “OCLC is a worldwide library cooperative, owned, governed and sustained by members since 1967. Our public purpose is a statement of commitment to each other—that we will work together to improve access to the information held in libraries around the globe, and find ways to reduce costs for libraries through collaboration.”

<http://www.oclc.org/en-US/about/purpose.html>

²Includes books printed in other cities (Livorno, Jerusalem) for the Baghdadi community.

³“Heavily annotated” includes substantial annotations on more than ten pages.

⁴Books not to be imaged will still be cataloged with photographs of title pages (when accessible and applicable) and photographs of annotations taken provided by the conservation staff

⁵“Multiple copies in OCLC” is defined as more than two locations

⁶The IJA conservation group will compare duplicates to find the copy in the best condition for imaging.

⁷Exceptions include duplicates of archival documents, e.g., Chemistry Notes, Economic Notes.