

SCANNING SPECIFICATIONS FOR ARCHIVED DIGITAL FILES

For color documents:

Output type:	True color (16.7 million colors)
Text resolution:	300
Line-drawing resolution:	600
File type:	TIFF

For grayscale documents:

Output type:	Grayscale
Text resolution:	300
Line-drawing resolution:	600
File type:	TIFF

SCANNING SPECIFICATIONS FOR PRESENTATION DIGITAL FILES

For color documents:

Output type:	True color (16.7 million colors)
Text resolution:	100
Line-drawing resolution:	100
File type:	JPEG

For grayscale documents:

Output type:	Grayscale
Text resolution:	100
Line-drawing resolution:	100
File type:	JPEG