

Archive Information Sheet

item id #	image id #	project
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basic information

title:

assigned title?

published date:

assigned title?

digitized		rights cleared	
data entered		licensing paid	

media type

book/periodical / photograph / audio / video / ephemera / film

format

8-track / 1/4" reel / cassette / micro cassette / LP / 45 / CD / diskette / DVD
CD-R / DAT / 1/2" reel / 3/4" umatic / 3/4" SP / 1" reel / 2" Quadruplex / super 8mm
Single 8 / 8mm / Super 16mm / 16mm / 35mm / betacam / betacam SP / betamax
VHS / S-VHS /VHS-C / VHS-HQ / DV CAM/SP / Digital 8 / DV / Mini-DV / beta F1
U-matic / invitation / press release / letter / clipping / brochure / leaflet / pamphlet
postcard / poster / broadsheet / bookmark / ticket / handbill

detailed information

keywords:

short description:

dimensions

width (cm, decimal):

height (cm, decimal):

depth (cm, decimal):

length (HH:MM:SS or integer):

archive information

source:

fond:

fond code:

creator

name:

role:

birth year:

birth country:

birth city:

creator

name:

role:

birth year:

birth country:

birth city:

creator

name:

role:

birth year:

birth country:

birth city: