

## **Scanning Music for BandMusic PDF Library**

Thank you for your interest in BandMusic PDF Library and for your generous offer to participate in preserving our band music heritage

We are always eager to accept help in adding music to the website. If you are able to provide crisp black and white scans of the music, I would happily accept them on behalf of the library.

Ideally the scanning should be:

- black and white
- 300 dpi
- saved in bitmap (1-bit) or PDF format.
- 1 part per page

These are the files that we can readily accept for posting to the website.

Please adjust contrast to make notes as black as possible and the background as white as possible when making scans.

Scans that follow these guidelines will be posted within 2 working days when possible. Scans outside the guidelines will remain in the "Pending" folder waiting repairs until a staff member can make needed adjustments.

Some files do not handle well on the website for the following reasons:

- Grayscale carries nearly 800% more data than needed and color scans carry nearly 2400%.
- Images scanned in color and later converted to black and white often carry artifacts that how up on the background and require a disproportionate amount of time to prepare for posting.

In light of the above, be sure to set your scanner to "Document" or "Black and White Document" and avoid scanning as a "Photo."

Thank you,

Bill Park

For BandMusic PDF Library, Inc.