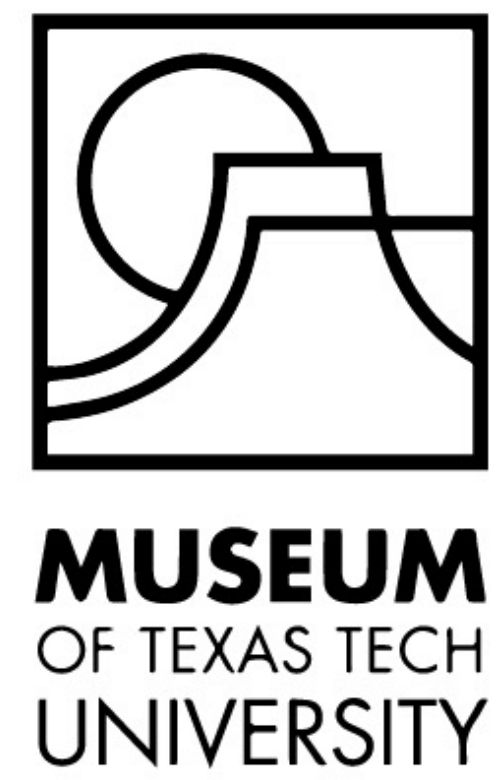


# DIGITIZING BIOLOGICAL COLLECTIONS AT THE MUSEUM OF TEXAS TECH UNIVERSITY: OPTIMIZING WORKFLOWS



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Digitization has become an increasingly integral part of museum's curation and public access, allowing previously inaccessible information to be spread more widely.

We propose an optimized digitization workflow using free online tools, that minimizes the time entering information, while maximizing the amount of information recorded.

We tested this workflow at the Natural Science Research Laboratory at the Museum of Texas Tech University while digitizing the bee collection.

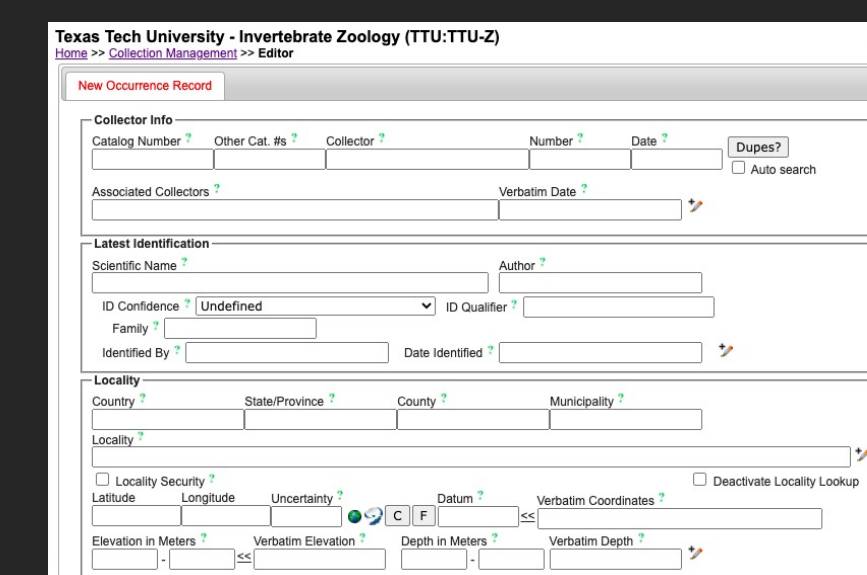
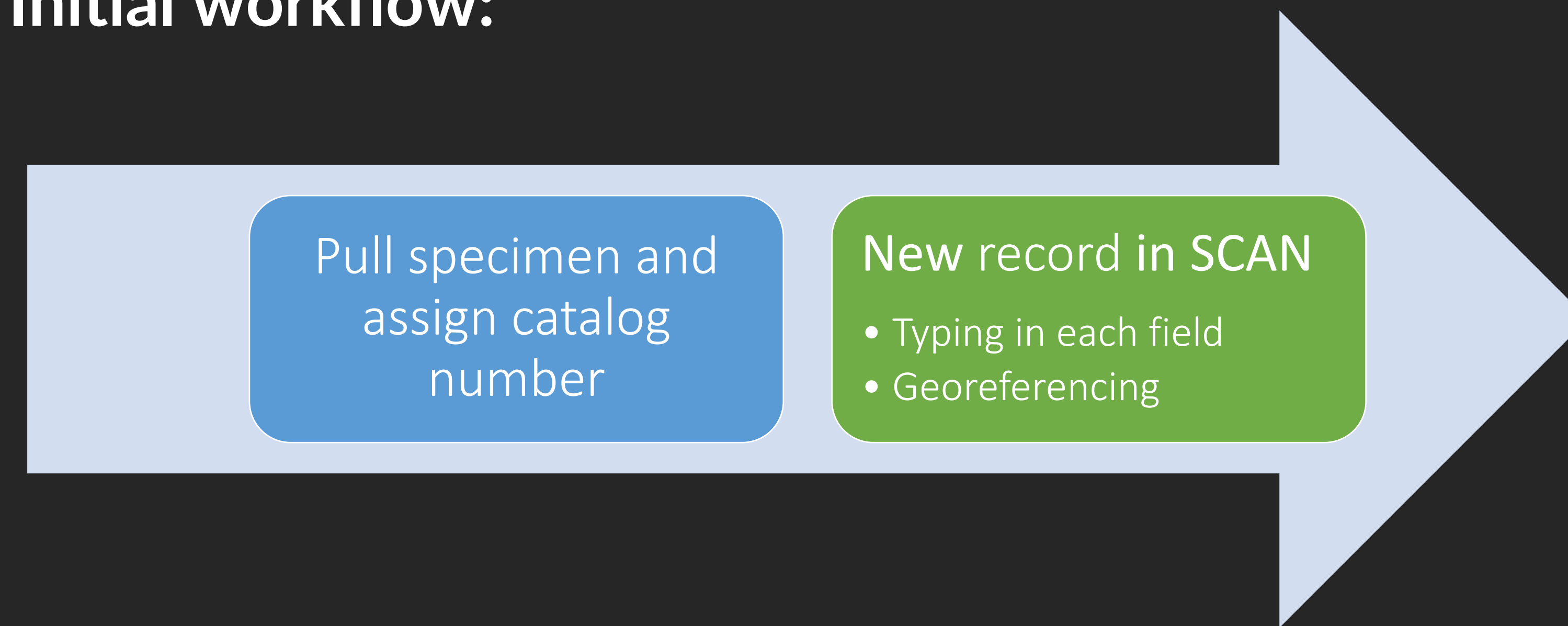
This workflow increased the number of records processed per session.

## Recommendation:

- Ensure dorsal images are focused, clear, and appropriately illuminated

# Using free, online tools can increase the number of specimens processed in digitization workflows

## Initial workflow:



## Resulted in:

- 6 specimens per hour
- No images
- Monotonous process

## Optimized workflow:

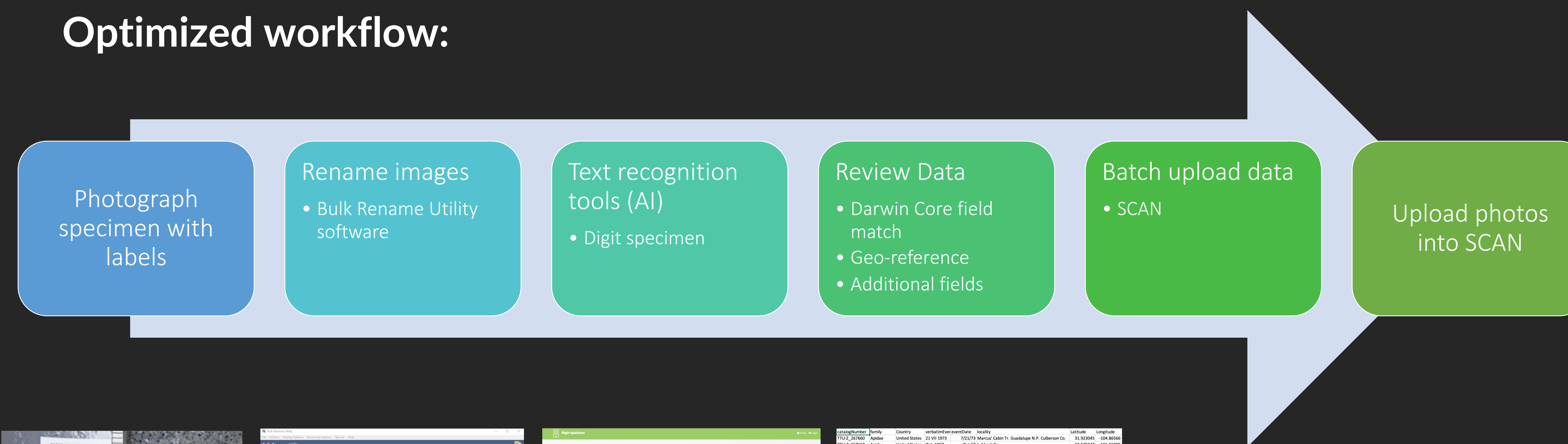
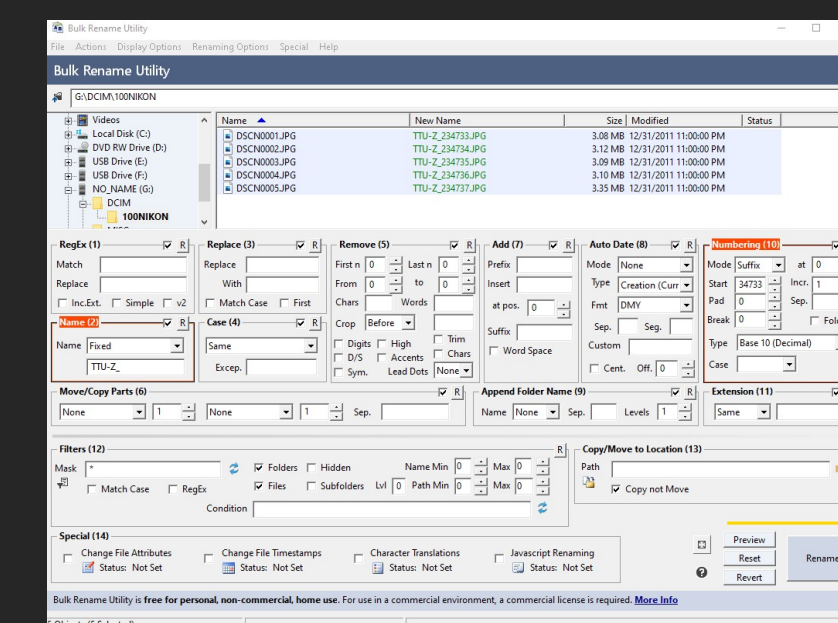
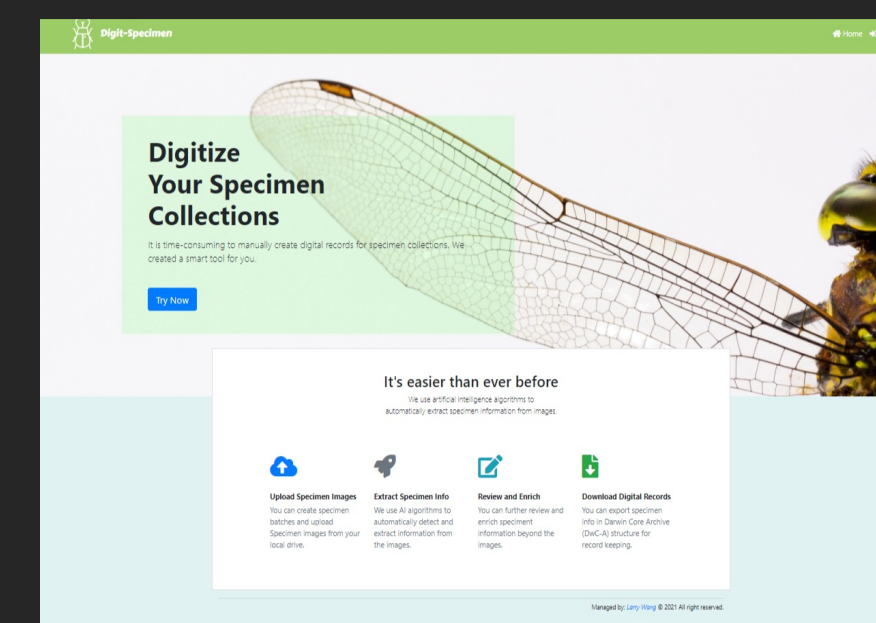


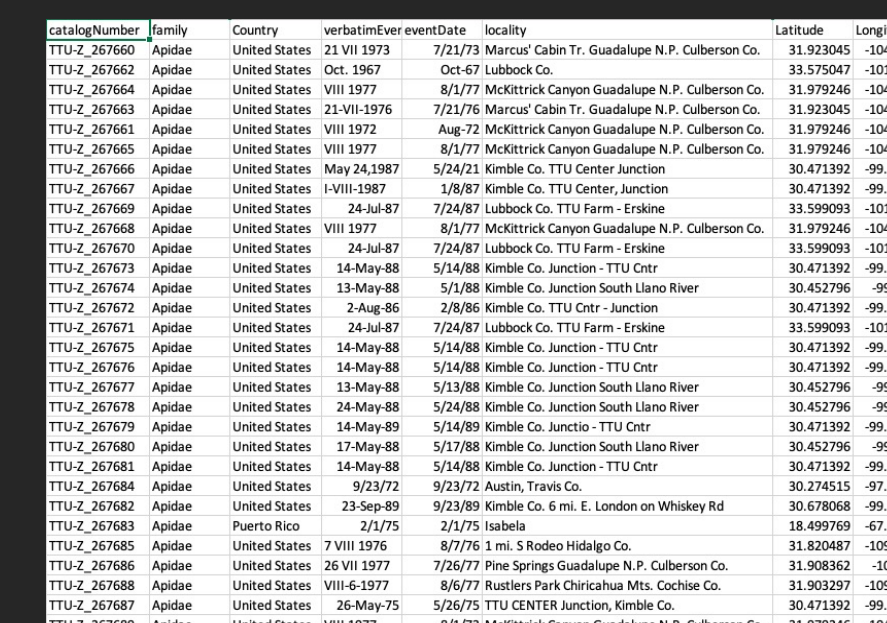
Image of dorsal view of specimen with labels



Screenshot of Bulk Name Utility



Screenshot of Digit Specimen webpage



Screenshot of cleaned-up spreadsheet

## Resulted in:

- 12 specimens per hour
- Specimen and labels imaged
- Diverse tasks

## TOOLS USED:

Text recognition and data paring  
 Digit specimen



Renaming images:  
 Bulk Rename Utility



*Caupolicana yarrowi* (Cresson, 1875)  
 Colletidae  
 TTU-Z\_266834

## Acknowledgements

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