

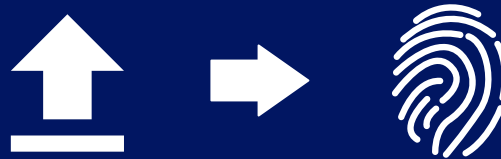
# ION History: Digitization Project Cycle



Gather what you want to digitize.  
Organize your content and information.



Request a scanner and laptop with the ResCarta software pre-loaded from your system, or download the ResCarta software version 6.0.2. Digitize your content with a scanner or 3D scanner.



Open your files in the ResCarta Metadata Creation Tool software, add description/metadata to each scan.



Save the resulting file structure onto a USB or external hard drive. Send your drive through courier to your system to be uploaded. You will be notified when your content is online.

Send an email to [help@librarieswin.org](mailto:help@librarieswin.org) for more information.

Project ION Partners: IFLS, NWLS, WVLS