



NJVid DV Production & Upload Training Workgroup Conference Call

May 19, 2008 – 3:30PM

MINUTES

Present: Greg Mattison (chair), Isaiah Beard, Mary Mallery, Sandie Miller, Tom Nemeth, Brian Richards

1. Introduce workgroup members

Each member stated his/her name and institutional affiliation

2. Discuss current infrastructure and manpower at Rutgers

a. What technology does Rutgers have in place that NJVid will utilize, including tape decks?

The primary component of Rutgers' hardware infrastructure is a Matrox Axio Encoder, which has an analog-to-digital interface with multiple video inputs. It supports encoding a multitude of tape formats and outputs to many file formats – Currently Rutgers has tape deck support for S-VHS, VHS, and miniDV formats – The primary file formats to which ingested tapes will be encoded are QuickTime featuring the H.264/AVC codec and Flash Video.

b. What staff is available at Rutgers to perform the actual encoding of material? How much expertise do they have and how much additional training do/will they need?

Rutgers plans to hire two or three new student employees within the next few weeks who will encode videos.

3. DV Production workflow

a. What is the workflow for digitizing a physical moving image at Rutgers?

Analog tape video is captured in real time at native resolution (720x480) using Adobe Premiere – Rutgers has not had experience digitizing film yet – Institutional users either could outsource the task of converting their film material to compatible video tape, or Rutgers could purchase a tape deck (e.g. U-Matic ¾”) if deemed necessary.

b. What is the workflow for migrating an already-digital object over to Rutgers?

Not too complicated; it is a matter of pre-uploading the files to RUCore – Isaiah can set up an account for institutional users of NJVid so that they can migrate their files – Depending

upon their upload capabilities, institutional users of NJVid can FTP the files into RUCore or store the files on a portable drive and physically ship the drive to Rutgers for ingestion into RUCore.

4. Other Issues

Ultimately, the plan is for NJVid to utilize a dedicated multiterabyte storage system – Currently Rutgers has approximately 100 hundred hours worth of storage space available for NJVid to occupy until NJEdge takes over the reigns – It was stressed that the initial iteration of NJVid will not be perfect with regard to workflow and technological implementation. It will probably take the life of the grant (three years) before NJVid “Version 1.0” can be finalized, launched and publicized as having officially completed the development stage.

The Authentication & Authorization workgroup will need to communicate with this group to figure out how to arrange the creation of usernames and passwords for the Workflow Management System that will be used to enter and store metadata.

Brian Richards noted that Middlesex County College has some material located on a helix server. This material includes over 100 FMG titles in WMV and MOV file formats. However, there is the possibility of transcoding these files back to miniDV files for easy ingestion into RUCore and ultimately NJVid.

Sandie mentioned that George Laskaris is familiar with DMCA guidelines and can vouch for material on the grounds of copyright if some material seems to be of questionable legal status – Sandie added that we should hold a boot camp to expose some of the Alpha Implementers to the Workflow Management System so that they can develop a familiarity for how to use it to enter metadata.

Isaiah pointed out that QuickTime will be used for streaming content and Flash Video will be used for progressively downloadable content. Moreover, both file formats will be created upfront during the encoding stage, and the content provider will choose which one to make public through NJVid based on their access preference.

Actions:

Brian asked Isaiah to develop a list of encoding standards that can be posted to the NJVid Wiki site.

We need to profile the rest of the Alpha Implementers’ collections to help determine our technological necessities and Alpha Implementers’ initial offerings for NJVid. Tom Nemeth will compile a list of top five most prevalent tape formats among Alpha Implementers.

Alpha Implementers will work to choose two representative titles from their collections – one that is already in a digital format and one that is analog.

Tom will schedule the next meeting sometime in mid-June.

MEETING ADJOURNED.