

EQUIPMENT SPECIFICATIONS



Below you will find the recommendations and requirements for equipment needed to participate in Maine Memory Network.

COMPUTER

REQUIRED:

- Internet connection

RECOMMENDED:

- 8 GB RAM or above
- USB ports
- 17" monitor or higher
- 256 GB hard drive space minimum
- "i5" or "i7" processor

THINGS TO CONSIDER:

- Scanning for and cataloging on MMN can be done on less advanced systems. The better the system, the faster the process will be.
- Ask yourself: How will the computer be used in your organization? Will it be used just for digital image processing or for other things such as an Internet cataloging system, word processing, bookkeeping, etc.?
- We suggest that you shop around and compare similar models based on the needs of your organization. For all equipment, read reviews such as those on www.dpreview.com and www.pcmag.com. Technology grants are available to help defray the cost of computers and software.
- Check out these websites for educational discounts and grant opportunities:
 - Dell (www.dell.com)
 - Lenovo (www.lenovo.com)
 - Apple (www.apple.com)

- Techsoup (www.techsoup.com) (discount software for non-profits)

FLATBED SCANNER

SUGGESTED REQUIREMENTS FOR QUALITY IMAGES:

- 2400 dpi (optical) x 4800 dpi (interpolated)
- Scanners have USB or firewire connector
- Need transparency adapter for negatives or slides

THINGS TO CONSIDER:

- The size of the scanner bed: purchase the scanner with the largest bed that you can afford – many items that you scan may be larger than standard letter size (8.5 x 11”).
- The higher the dpi (dots per inch) the better the quality of the final scans.
- Although they are often less expensive, hand scanners are impractical for MMN use and do not provide the best quality scans.
- Companies to consider:
 - Epson (www.epson.com)
 - Hewlett Packard (www.hp.com)
 - Canon

DIGITAL CAMERA

MINIMUM REQUIREMENTS:

- Purchase the highest megapixel camera that you can afford. 10 megapixels is the minimum you should consider.

THINGS TO CONSIDER:

- Purchase extra memory cards. Most cameras come with a small one.
- Battery life and charger: how long does the battery last, can you recharge it?
- Consider your workspace: is it practical to keep the camera plugged in during use?
- Weight of camera: do you prefer a lightweight or sturdier camera?
- Ease of menu: Can you easily figure out the menus on the camera?

- Ease of transferring photos to your computer: USB cable, docking station, etc.
- Other equipment: You may want to invest in a tripod and lights.
- Companies to consider:
 - Canon (www.canon.com)
 - Nikon (www.nikonusa.com)
 - Olympus (www.olympusamerica.com)
 - Sony (www.sonystyle.com)

IMAGING SOFTWARE

Most scanners come with imaging software. Many of these programs are very simple and will work well to process images for inclusion in Maine Memory Network. If you want a program with more control and features, we recommend:

- Adobe Photoshop (www.adobe.com)
- Adobe Photoshop Elements (www.adobe.com)

Most products offer a free demo download. Photoshop and Photoshop Elements have a handy tool called Levels to adjust your shadows and highlights. Other useful tools are Curves, Brightness and Contrast, Color Balance, and Variations.

AUDIO/VIDEO RECORDING EQUIPMENT

There are many ways to capture video and audio for oral history or My Maine Stories (www.mainememory.net/mymainestories) but we recommend keeping it simple.

For easy recordings, and decent quality you can **use your smartphone** and upload the files to a YouTube account or transfer them to your computer. Make sure you frame the person closely and are close to them to pick up the sound well. Often the sound will be echoey or tinny. For quality audio, you should use a lapel/lavalier microphone to cut out the room/echo noise.

For better quality recordings we recommend the following:

- **iPad mini**
- **Tripod** (any tripod will work but this brand is a nice one) (<https://www.manfrotto.com/us-en/befree-color-aluminium-travel-tripod-kit-blue-mkbfra4bl-bh/>)
- **iPad mini mount for tripod** (square jellyfish brand) (<http://squarejellyfish.com/tablet-tripod-mount-details>)
- **Lavalier microphone** – Sennheiser ClipMic – top of the line Sennheiser (<https://en-us.sennheiser.com/clipmic-digital-mobile-recording>) This mic allows you to record out of the thunderbolt jack and listen to the recording through the headphone jack.
- **Headphones** or ear buds to monitor the recording as it's happening.

For recording, we use the app called **ProMovie** (<https://promovieapp.com/>). You could use the camera app on the iPad, but it is limited.

For editing the video, we use **iMovie**.

MORE INFORMATION

Visit the [Share YOUR Local History](#) section of the Maine Memory Network website, www.MaineMemory.net.