## INSCRIPTIFACT DIGITAL IMAGE LIBRARY INSTRUCTION MANUAL

#### DOWNLOADING INSCRIPTIFACT

In order to have access to InscriptiFact, you will need to have a username and password. Go to the <u>User Portal</u> to register and choose a username and password.

Open an Internet browser and type in the URL http://ruth.usc.edu/Inscriptifact/

<u>PC users</u>: InscriptiFact is compatible with Windows (Windows 7 and above). If you have Java on your computer, simply click on the button beneath "Recommended installer for your platform..." If you do not have Java, click on the link in the column "If you don't have Java" next to the Windows platform. The application will be downloaded into your browser "Downloads" folder. Go into the folder and click on "isfapp.exe." Follow the installation instructions. Click "Done" to quit the installer. The InscriptiFact desktop icon will be on your desktop. Reboot, then start InscriptiFact by clicking the desktop icon.

<u>Mac users</u>: You will need to have Mac OS X 10.7 or above loaded on your machine. If you have Java on your computer, simply click on the button beneath "Recommended installer for your platform..." If you do not have Java, click on the link in the column "If you don't have Java" next to the Mac OS X platform. The application will be downloaded into your browser "Downloads" folder. Go into the folder and click on "isfapp." Follow the installation instructions. Click "Done" to quit the installer. The InscriptiFact desktop icon will be on your desktop. Reboot, then start InscriptiFact by clicking the desktop icon.

If you have a screen resolution higher than 1600 x 1200, you will see a box stating: "This application is best viewed with (1024 x 768) or (1200 x 1024) or (1600 x 1200)." In this case click on "OK" and you will then see the "Welcome/Entry" Screen. If your screen resolution is less than 1024 x 768, you will be asked to change your screen resolution to at least 1024 x 768.

**IMPORTANT NOTE:** Once you have entered InscriptiFact, it is best to exit by utilizing the "Exit" button (which can be accessed from the Welcome Entry Screen by single-clicking the "WELCOME/Logout" button at the upper left).

#### WELCOME/ENTRY SCREEN

At the Welcome/Entry screen, type your username and password. You also have the option to change your password, which can also be done at the User Portal.





#### MAIN SEARCH SCREEN

#### **General Information**

• Click anywhere on a menu to activate that menu. Double Click anywhere else to deactivate that menu.

▼ SESSION	EDUCATIONAL ACCESS	SEARCH OPTIONS	BACKGROUND INFORMATION	▼ TOOLS		▼ HELP	▼ DOWNLOAD
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• The General Menu bar at the top (with the options: Session, Educational Access, Search Options, Background Information, Tools, Communication, Help, Download) is not yet active in InscriptiFact I (except for the Download Option). This menu represents a vision for further expansion of InscriptiFact capabilities. The Download Option is only active from the Image Results or View Images screen and will be discussed further below.

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• The Page Navigation Bar (with the active options: Welcome/Logout, Main Search, Results Listing, List of Text Divisions, Text Spatial Search, Image Results, and View Images) is your primary means of moving around InscriptiFact. This bar will always show you the screens to which you may navigate at any given time. The Page Navigation Bar also keeps track of the selections you have made during the course of a particular search and can take you back or forward among active options. Pages that are inactive will have gray text. Pages that are activated will have white text. Click any of the pages that are activated to go to that page. The Main Search Screen will allow the user to search using a search-bar and drop-down menus. The possible search criteria are Corpus, Medium, Find Site, Time Period, Language, Script, and Repository (where the physical object is now located) (see below). The user will also be able to search by Keyword or Phrase, or by Text or Publication Number.

At the upper left of the **Main Search Screen**, just below **Welcome/Logout** on the **Page Navigation Bar** you will find a grey rectangular box. This is the **Search Menu**, which allows one to "Search Archive By" in various modes. By moving your cursor to the appropriate place you can activate a search bar containing the following drop down menus: **Corpus, Medium, Find Site, Time Period, Language, Script, or Repository**. A user can also search by Keyword or Phrase, or by Text or Publication Number. The field designations are defined as follows:

Corpus	A group of texts commonly grouped together in a given field of study (e.g., Dead Sea Scrolls, Northwest Semitic
	Ostraca, etc.).
Medium	The material from which an original object was made or onto which a text was inscribed (e.g., papyrus, stone,
	parchment).
Find Site	The place where a given object was found.
<b>Time Period</b>	The time period to which an inscription can be dated or approximately dated.

Language	The language in which an inscription was written.
Script	The writing system used to record the inscription.
Repository	The current location of the original inscription.
Text or Publication	The siglum or sigla assigned to an inscription for publication (e.g., KTU 3.9 or Aufrecht 59. For a list and
Number	bibliography of the sigla, see Bibliographic References for Text and Publication Numbers on the Instructions
	page). Note: InscriptiFact has indexed a given group of text by all common conventions, including, where
	appropriate, museum accession numbers. Hence, a user can use any common convention (e.g., either KTU or
	CAT for Ugaritic) to find and call up a text or artifact.

Two options may be chosen within each field, and two different fields can be chosen for any given search. If you move your cursor off any of the fields and place it for a few seconds on the background, the drop down menus will be deactivated. To activate a given choice, single click it. The choice will then be displayed as a grey bar that stretches across the entire search screen.

Please note that at this time the menu bar is inactive, except for the Download button. The menu bar represents a vision for further expansion of InscriptiFact capabilities.

#### SAMPLE SEARCHES

The InscriptiFact database is a scholarly database and assumes some specialized knowledge on the part of its clientele regarding what kinds of combination searches are logical. Also, the range of available texts and artifacts tends to be focused on Northwest Semitic texts of the biblical period and earlier. As such, there are numerous combinations that may not retrieve any results. Some sample searches are presented below in order to aid users in checking out the features of InscriptiFact. At this point, in order best to display the way InscriptiFact works, it is recommended that you initiate the following test searches.

## Sample Search 1: by Time Period and Language

This search is by time period and language. A user will have the option of choosing from time periods appropriate for the fields of study that include **Mesopotamia**, **Egypt**, or **Syria-Palestine**.

In this search, from the Main Search Screen choose Time Period  $\rightarrow$  Mesopotamian  $\rightarrow$  Persian (see figure 1).

Once you have chosen this field then move your cursor to Language  $\rightarrow$  Elamite and single-click to choose this as your second field (see figure 2).

Note: Move your cursor onto any one of the search criteria to activate drop-down menus. If the criteria do not seem to be active, then single click on any field and then they will activate. Move cursor to your choice, then click. As is the case here, two options can be chosen within each field, and two different fields can be chosen for any given search.

Now with both fields chosen and active, click on "Begin Search" ( ) or, alternatively, you can simply strike the **Enter** key.

IMPORTANT NOTE: Once you have clicked the "Begin Search" button (or hit the Enter key), you cannot initiate a new search until

you have "cleared" this currently active search by clicking on the "New Search" button (<u>New Search</u>). Hence, whenever you desire to start over from scratch, the easiest way to do so is to click the "New Search" and wait a few seconds for all the active fields to be cleared out.

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Figure 1: The Main Search Screen: Selecting the "Persian" Time Period

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Figure 2: The Main Search Screen: Selecting "Elamite" Language

2. After you click **Begin Search**, you will be taken to the **Results Listing Screen**. The list of texts matching the search criteria shows fifteen texts. Click on "PF 0208." When this is selected, the cataloguing information is displayed on the left. There are two options for cataloguing: the InscriptiFact cataloguing system, optimized for scholarly access, and an extended Dublin Core format, optimized for library access and data-mining. (Click "Cataloguing" or "Dublin Core Cataloguing" to see each option. Use the scroll bar to scroll down through the information.)

NOTE: If InscriptiFact returns more than 20 results in this screen (the number of results returned is shown in blue at the bottom of the screen), the "Next" button in the lower right corner will be highlighted. Click this button to view the next 20 results. Use the scroll bar at the right to scroll down through the results.

Having selected a text, you can go to the **Image Results Screen** by clicking **GO** (

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Text/ Uninscribed/ Glyptic:	Text	PF 0212	Persepolis Fortification Elamite Tablet 0212	
Main Text or Publication Number:	PF 0208			
Text Descriptive Title:	Persepolis Fortification Elamite Text 0208	PF 0213	Persepolis Fortification Elamite Text 0213	
Text Description:	Administrative text with seal PFS 0178. Aramaic gloss.	PF 0214	Persepolis Fortification Elamite Text 0214	
Text or Publication Number Note:	PF 0208	PF 0217	Persepolis Fortification Elamite Text 0217	
Excavation Description:	Found during Oriental Institute's excavations in Spring, 1933, near the northeastern corner of the stone platform of	PF 2020	Persepolis Fortification Elamite Text 2020	
	Persepolis, in two small rooms of a bastion in the fortification wall	PF 2024	Persepolis Fortification Elamite Text 2024	
Geographical Note:	Iran	PF 2026	Persepolis Fortification Elamite Text 2026	
Medium:	Clay			
Script Note :	Non-Alphabetic Cuneiform, Aramaic	PF 2202.101	Persepolis Fortification Elamite Tablet 2202.101	
Script : Sub-script	Cuneiform : Non-Alphabetic	PF 2259	Persepolis Fortification Elamite Text 2259	
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Physical Object Description:	Clay tablet with cuneiform text. Seal impressions (PFS 0178) left edge, reverse, upper edge. Aramaic gloss in ink, left edge (two lines), reverse (two lines).	PF-NN 0304	Persepolis Fortification Elamite Tablet 0304	
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Corpus Category:	Elamite Tablets	PF-NN 2588	Persepolis Fortification Elamite Text 2588	
Corpus:	Persepolis Fortification Archive	-		
Corpus Category:	Aramaic Tablets			
Date of Inscription Note:	509-493 BCE			
Language Note :	Elamite, Aramaic			
Language:	Elamite			
Language:	Aramaic			
Find Site:	Persepolis			
Ancient City or Location:	Parsa			
Ancient Structure:	Bastion of Fortification Wall			
Modern City or Location:	Takht-e-Jamshid			
Modern Country:	Iran			
Region:	Middle East			
Relevant Time Line:	Mesopotamian			
Named Time Period:	Persian			
Date Range:	(539 BCE - 332 BCE )			
Museum Accession Number:	PF 0208	Records 1 - 15 of 15.		
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Figure 3: The **Results Listing Screen: Selecting** "PF 0208" and viewing cataloguing information.

3. After you have clicked **GO** in the **Results Listing Screen**, you will be taken to the **Image Results Screen**, which shows thumbnails of available images. Thumbnails can be sorted by **Date of Photograph**, **Film Type** (more accurately, image type, since it also includes digital images), and **Magnification** (from less magnified to more magnified) by clicking on those buttons at the top of the viewer.

Clicking on the label at the top of a thumbnail reveals the cataloguing information about that image. Clicking on the arrow (**Linear**) in the upper right corner of a thumbnail image results in a **Quick View**—an enlarged version of the image for quick viewing. Clicking on the

arrow (**Leff**) in the enlarged image returns the image to its thumbnail size. Clicking on the thumbnail image itself selects the image for viewing on the **View Images Screen**.

NOTE: You can go directly from one **Quick View** image to another by single clicking on the arrow of the next image you want to see in **Quick View**. You can also move a **Quick View** image to any position on your screen by holding down the click-button anywhere in that image and moving it.

Once you have selected the images you want to view (up to five "SID" [= images with a fixed light source that can viewed in a decompression/compression format called ".sid"] images or up to two "SID" images plus two "RTI" [= images viewable in variable light(s), using "Reflectance Transformation Imaging" or ".rti" or ".ptm" formats), click on the **View Images** button (**VIEW/IMAGES**) in the **Page Navigation Bar** at the top of the screen.

NOTE: You can tell if an image is selected for viewing if it is outlined with a brown border at the top and bottom of the thumbnail image. To unselect an image for viewing, click on it again and the brown border will disappear and it will be deselected.

NOTE: The **Page Navigation Bar** allows you to see where you have been and where you can go. Only those screens highlighted in white are options in moving forward and back. Screens that you cannot go to are grayed out. The screen where you are currently located is highlighted in white against a black background (the others have a brown background).

NOTE: If more than 15 images were returned (the number of images returned is shown in blue at the bottom of the results screen), the **Next** button at the bottom right of the screen will be highlighted. Click this button to see the next 15 images.

NOTE: There will sometimes be two different types of images available: "SID" images (identified as such on the left side of the thumbnail) are conventional compressed fixed images taken using conventional photographic and lighting techniques. "RTI" images (identified as such on the left side of thumbnail and also having a flashlight icon in the bottom right corner) allow the interactive use of light (Reflectance Transformation Imaging). On these images one moves the cursor around the image to view the object from any light angle desired.

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Figure 4: The **Image Results Screen**: Viewing photo cataloguing information and selecting images to view in the **View Images Screen**. Note that two different images have been selected: a SID image (middle image, second line), and an RTI image (bottom line, far right).

4. After you have selected images to view and clicked **View Images** in the **Page Navigation Bar** at the top of the page. You will be taken to the **View Images Screen**. Note that there will be a 4–5 second delay before this screen appears. This screen shows high-resolution images that can be enlarged, moved around, and examined in detail. There is a **Tool Box** at the top of the viewer (see below). The InscriptiFact Viewer currently facilitates viewing of conventional images in .sid format (see figure 5) and Reflection Transformation Images (RTI) in .ptm (= polynomial texture mapping) or .rti formats. Images in .sid format are compressed using MrSID compression by LizardTech. RTI images allow the user to change dynamically the direction of the light source as well as other aspects of lighting (e.g., degree of contrast and/or reflectivity). Viewing tools that are relevant to RTI images only are grayed out when a SID Image has been selected on the View Image Screen. All images can be enlarged and reduced in size and panned. Hovering the mouse cursor over the buttons at the top of the viewer will give you a brief description of what they do. Images can also be downloaded onto one's own desktop by going to the **Download** button on the menu bar.

You can view **Cataloging** and **Dublin Core Cataloging** information for the images by clicking on those buttons to on the left below the **Welcome/Logout** heading. You can also switch between images by clicking on the image name on the image frame.

You can select for high resolution viewing the following options:

- Up to five MrSID images to view at a given time, or
- Three MrSID images and one RTI image at a given time, or
- Two RTI images and two MrSID at a given time, or
- Two RTI images at a given time.

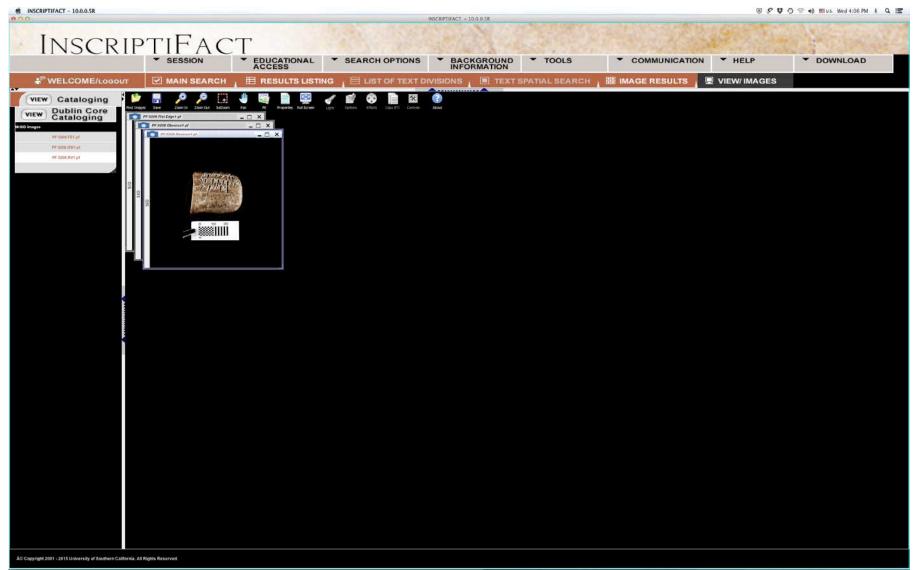


Figure 5: The View Images Screen with three SID images selected stacked in their initial positions.

The MrSID compression reduces the image size at a ratio of approximately 18:1 with no discernable loss of information. The data should appear quickly, even with a high-resolution image, because only the part of the file actually being viewed, adjusted to the screen resolution, is held in memory at any given time. Note you can move the frame for an image by holding down the click-button and moving the image.

You can expand or contract the size of the frame by moving your cursor to any corner. When your cursor converts to a "corner symbol"



(**Interview**), you can click and drag it to expand or contract the frame. Note: if you expand the frame, the SID image itself will not expand until you apply one of the zoom functions.

The RTI images generally take longer to completely appear in the viewer (typically, 30 seconds to a minute). This is because they are very large, interactive images, and much more data must be sent over the Internet so they can be used properly. Each image will show a white and red activity bar as the image is loading. There will also be a cyan progress bar at the bottom of the screen, showing the progress for all of the images being loaded (figure 6). You can move, expand or contract the frame of an RTI image in the same fashion as is done for a SID image. However, it is better not to try to alter the position or change the dimension of any RTI image while it is loading. Note: When you expand the frame of an RTI image, the image itself will *also* expand to fill the frame. Further magnification can be activated by using the zoom functions.

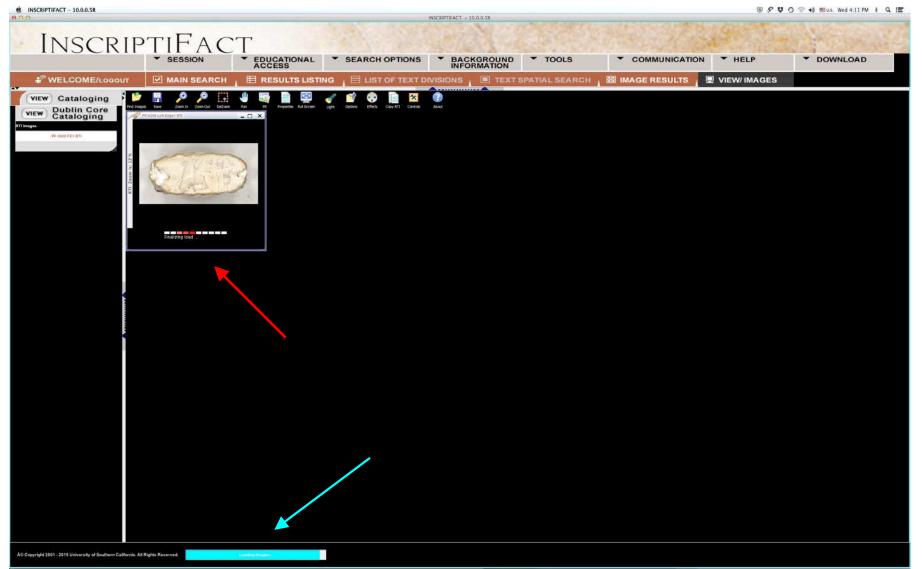
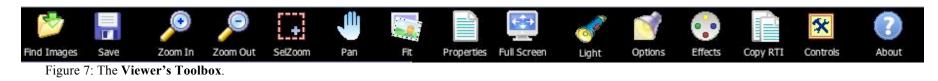


Figure 6: While an RTI image is loading, a red and white activity bar (see red arrow) will appear in the individual image. A cyan progress bar (see cyan arrow) at the bottom of the screen will update the user as to the overall progress being made in loading all images.

## THE VIEWER'S TOOLBOX

At the top of the viewing area is the Viewer's Toolbox which has the following functions (figure 7):





• Single-click on the **Zoom In Zoom-In** icon (or **Alt-Z** on PC; **Opt-Z** on Mac) to activate the **Zoom-In** function. Once **Zoom-In** is active you can magnify an image at a preset rate with the center of the zoom at the point where you have placed your cursor.



• Single-click on the **Zoom Out Zoom-Out** icon (or **Alt-Z** on PC; **Opt-Z** on Mac) to activate the **Zoom-Out** function. Once **Zoom-Out** is active you can reduce the image at a preset rate with center of the zoom at the point you have placed your cursor.

Note: The key strokes—Alt-Z on PC; Opt-Z on Mac—allow you to toggle between zoom-in and zoom-out functions.



• Single-click on the Selzoom SelZoom icon (or Alt-S on PC; Opt-S on Mac) symbol to activate the Select-and-Zoom function. Once Select-and-Zoom is active you can hold down your click-button to draw and drag a box around a particular area of an image for enlargement. When you release the button, the image will expand approximately to the dimensions of that box.



• Single-click on the **Pan** Hand icon (or use the **Space-Bar**) to activate the **Pan** function. Once **Pan** is active you can hold down the click-button and pan around within an image by moving the hand symbol.

Note: Just as is the case in Photoshop, pressing the space bar automatically toggles between any other move-function and pan. When you release the space bar, you are returned to the move tool you were previously employing. Because the files are

compressed, pan is not smooth but rather initially shows what appears to be successively "stacked" images (like the cards in a deck fanned out). Once the program catches up (usually no more than a few seconds), then the area you have panned to will be fully displayed.



• Single-click on the **Fit** icon (or **Alt-O** on PC; **Opt-O** on Mac) to return the image to the size when you first viewed it.

Note: This function is particularly useful to employ when you have over magnified or otherwise gotten lost in a given image. By activating this icon you can return to your original image size and begin again.



• Single-click on the **Properties Properties** symbol to activate the **Properties** box which lists data on the image (e.g., main title, dimensions of original scanned image in pixels, total pixels of original scanned image, number of pixels being displayed at the time you clicked the Properties button, etc.). The box is deactivated by single-clicking **OK**.



• If you single click on the **Full-Screen Full-Screen** icon (or Alt-F on PC; Opt-F on Mac) symbol you will be able to use your full screen to view images (figure 8). This is particularly useful when viewing multiple images on a smaller screen such as the screen of a laptop. In the Full-Screen mode, the menus at the top and on the side are eliminated. In order to reactivate these options, single-click on the **Full-Screen** icon a second time (or Alt-F on PC; Opt-F on Mac) to toggle back to the original viewing screen.

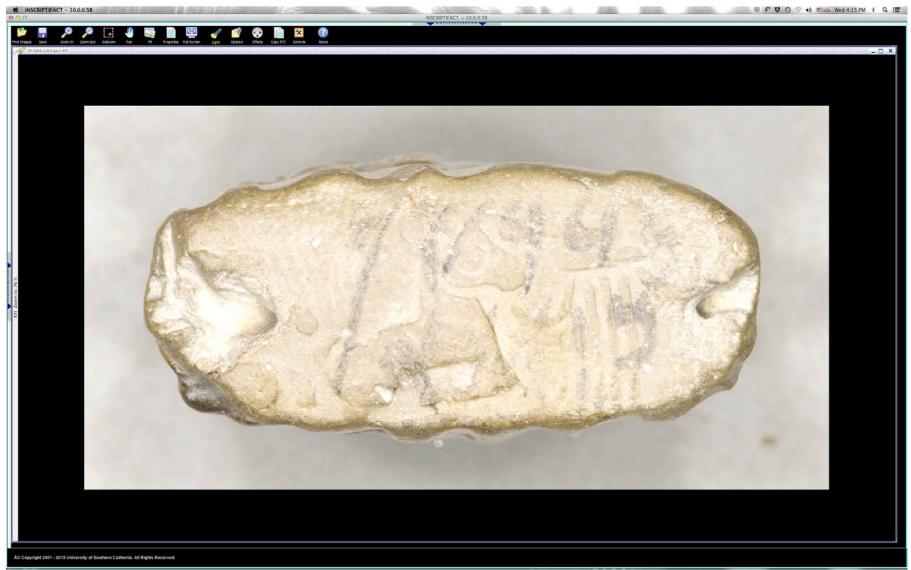


Figure 8: Full Screen view of an RTI image without the menus at the top and side.

Note: you can expand the screen *only* horizontally by clicking on the bracket symbol () at the edge of the frame. Click on it again to return to its original position. Similarly you can click on the bracket symbol (

expand the screen only vertically. Click on it again to return to the original position.

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• If you single click on the **Save Disk** icon, you can **Save** the image on the screen. The image will be saved as a JPEG in full resolution. This can be useful for the purpose of making various types of comparisons within an image or between images. To find



the image that has been saved, click on the **Find Images** Find Images icon. To download an image at full resolution, see below (p. 33), **Downloading a High Resolution Image**.

The remaining tools on the tool bar are grayed out for conventional SID images, and become activated *only* for interactive light images, called RTI (Reflectance Transformation Imaging) images. Their functions are as follows:



• When the Light icon is chosen, you can move your cursor around the image and view the object from any light angle. If you load an RTI image, this button will automatically be activated (see figure 11a and 11b on pp. 24 and 25, below).

Note: You can use the directional light in combination with the zoom control even when the position of the light is outside the frame of the zoomed-in image (e.g., off to the side for a low, raking light). In that case, click on the "Controls" icon (not to be confused with the Control-Key on your keyboard) button (see below p. 21) to activate a thumbnail version of the image. When you place and click on your cursor within the thumbnail, the light will move in the main image in synchronization to its movement in the thumbnail.





• Click on the **Options Options** button to choose different kinds of lighting: **Directional** is the default lighting; it allows you to view shadow detail from any single light angle based on the placement of the flashlight; **Local Light** is a narrower single light that highlights selected portions of the object (figure 12 on p. 26, below); **Spot Light** is a very narrow single light that only illuminates a small portion of the object (figure 13 on p. 27, below); (Note that you can change the narrowness of the light beam in Spot Light or Local Light by clicking the "Control" button [see p. 21, below] and changing the slider bar setting for "Distance.") **Dual Lights** allows you to work with two light directions (demarcated, respectively, with green and red dots) at the same time in the same image (figures 14 and 15, on pp. 28 and 29, below).

Note: as was the case for directional light, you can control the movement of the light in a thumbnail in synchronization with the main image and thus can move a light that is out of frame because the image is zoomed-in.

In the case of the "Dual Light" mode, as noted, the lights are designated respectively by green and red dots. The default light is the green-dot, whose default position is on the upper left. To move the light, click on the green dot with your cursor and move it accordingly, either in the main image or on the thumbnail. To switch to the red-dot, whose default position is on the lower right, move your cursor on to the red dot (either in the main image or the thumbnail) and activate it by clicking it on. You can also switch lights by clicking the appropriate buttons on the control panel.

Options Effects	
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Extrapolate Source	2
Specular	1
Diffuse Gain	Ĩ
Visualize Normals	



• Click on the Effects Effects button to choose various enhancements: No Effects is the default position; Specular makes the object look highly reflective, as though it has been dipped in silver—this is especially effective for hard-to-read seal impressions (figure 16 on p. 30, below) and other situations where minute variations in texture need to be distinguished; Diffuse Gain essentially enhances contrast and can be useful for sharpening an image; Visualize Normals assigns false color values to more clearly show how the light is reflecting off of the surface of the object (figure 17 on p. 31, below).

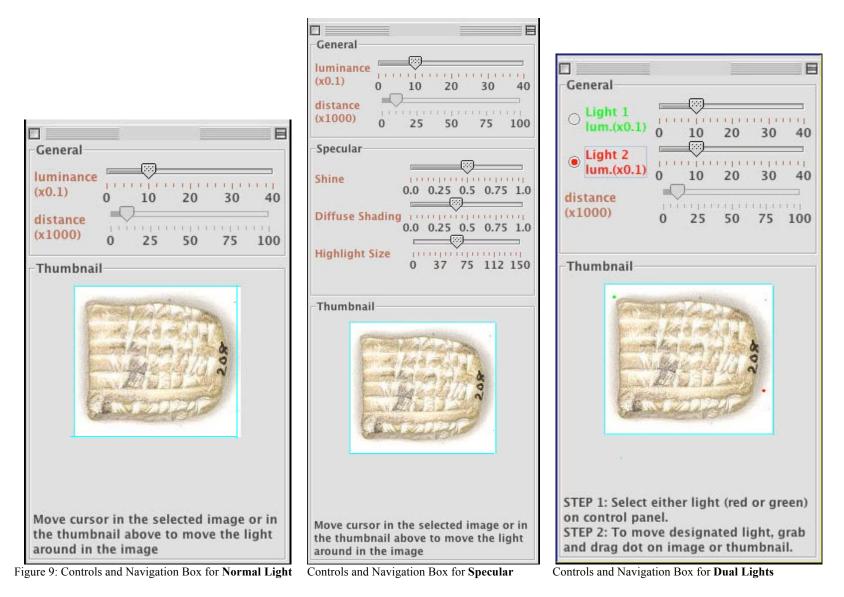


• The **Copy RTI Copy RTI** icon will quickly create a duplicate RTI image for side-by-side comparison using different **Options** and **Effects** (figure 18 on p. 32, below). Note: Unlike the download of an initial RTI image, a copy image should download very quickly because it draws upon previously cached image data from the first image.



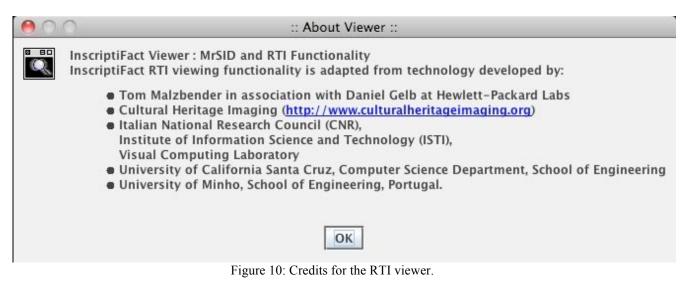
• To modify factors such as light intensity and light spread, click on the **Controls** Controls button. These controls will bring up Navigation Boxes with sliding scales and thumbnails for finer adjustment of the viewing features for RTI images (figure 9). Note

that any such adjustments in light intensity will *not* be seen in the thumbnail but only on the main image. The illumination on the thumbnail will remain fixed.





• The About About icon gives copyright information for RTI images (figure 10). The information box is deactivated by clicking on the **OK** button.



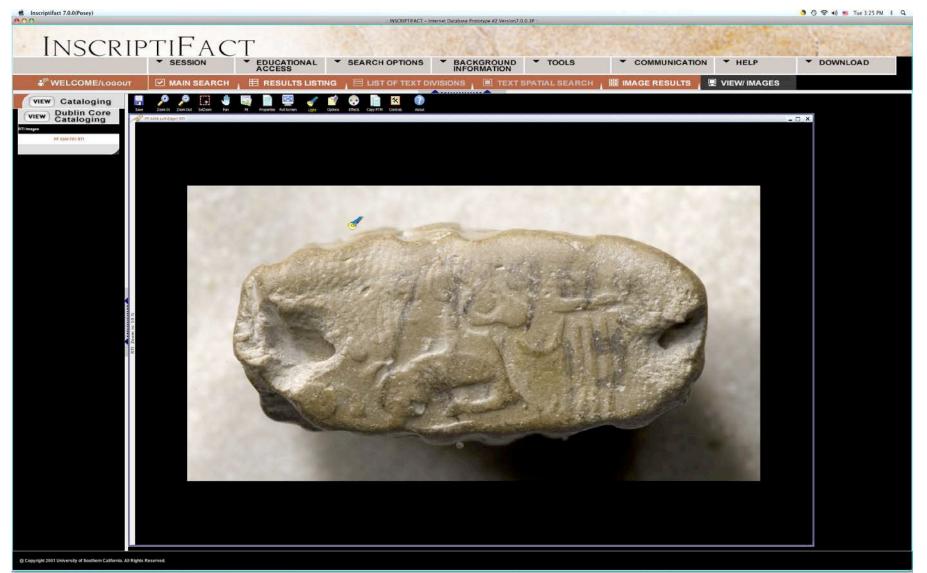


Figure 11a: See caption for 11b directly below.

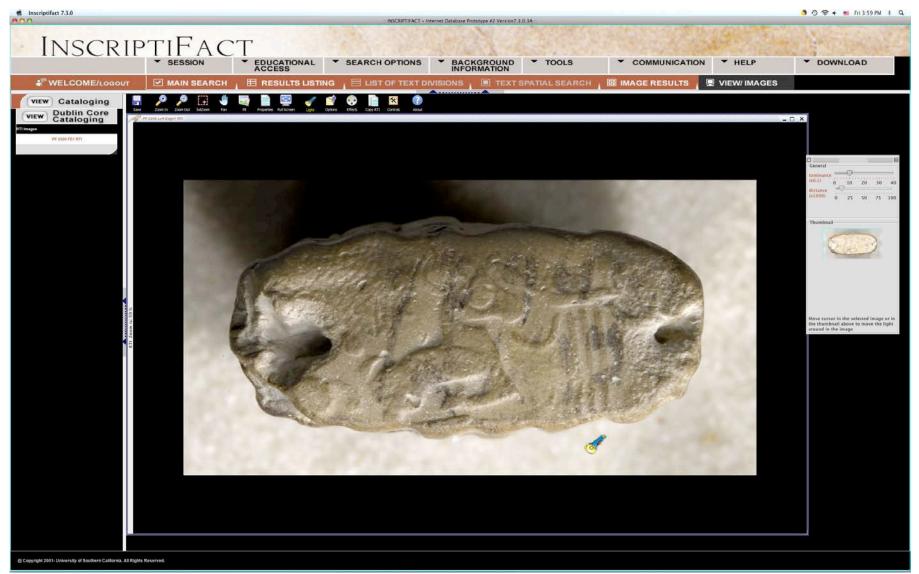


Figure 11b: Directional Light. The position of the cursor (the Flashlight) determines the direction from which the light appears to come: if the cursor is in the center of the object, the light direction is directly overhead; if the cursor is off to the side, the light will be low and raking from that position. Above are two different views, one with the light from the upper left (11a), the second with light from the lower right (11b; note the relative positions of the shadows for reference). Note the controls (see fig. 9) in the Navigation Box (upper right) that allow one to adjust the light, and to move the light around within the thumbnail



Figure 12: Local Light. Notice that the light is brighter over the portion of the object where the Flashlight icon is placed. For a closer look at the Navigation Box (upper right) for this image, see figure 9.

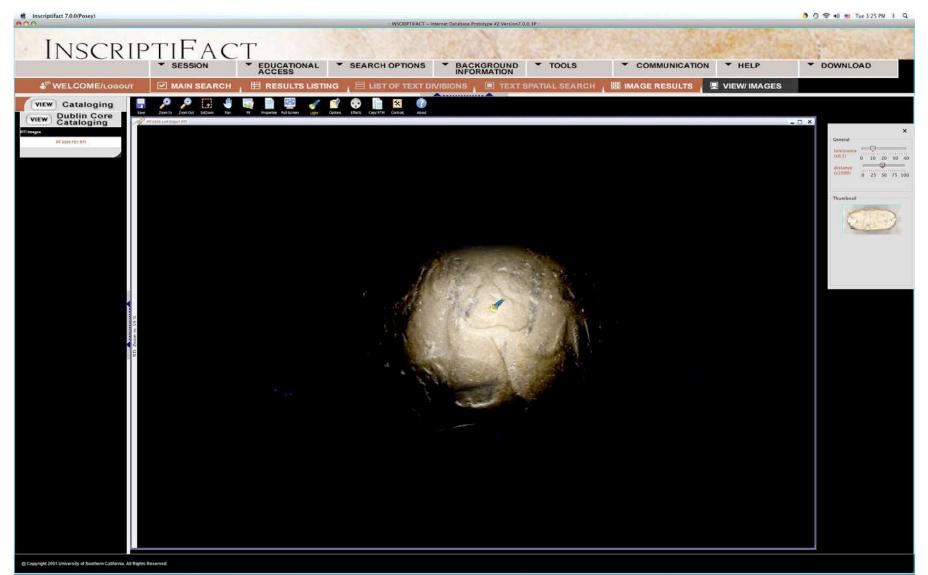


Figure 13: **Spotlight**. Notice that only the area where the **Flashlight** icon is located has been lit. For a closer look at the **Navigation Box** (upper right) for this image, see figure 9.

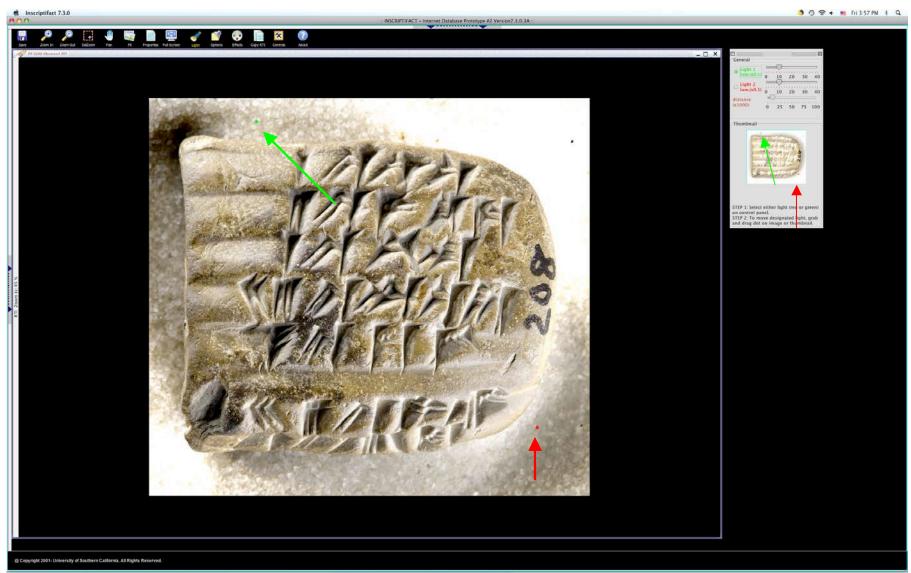


Figure 14: **Dual Lights**. Note the green and red dots on the image. These indicate the position of two different light directions—one on the upper left (note green arrow) and the other on the lower right (note red arrow). Each light can be moved around separately, and the intensity of each controlled using the sliding bars in the **Navigation Box** at the upper right of the screen. For a closer look at the **Navigation Box**, see figure 9.

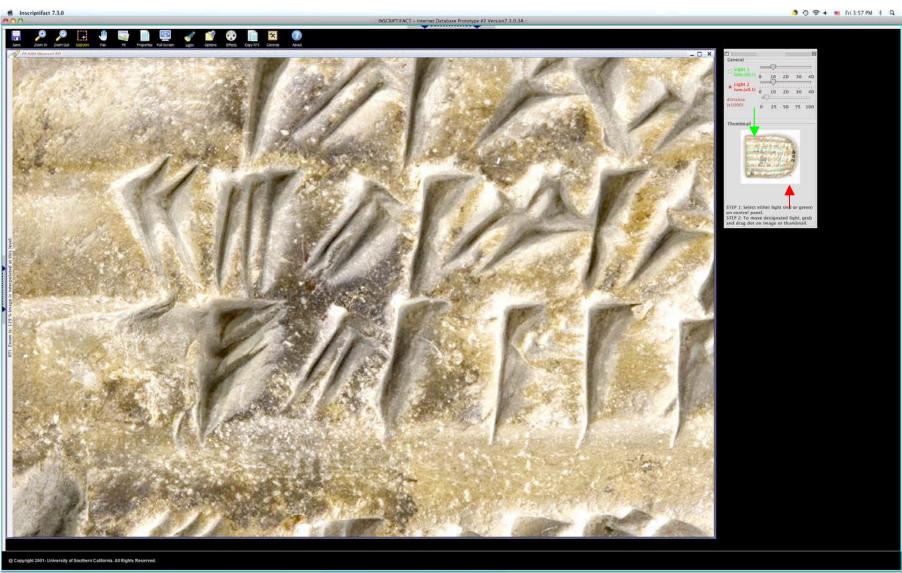


Figure 15: **Dual Lights**, detail. If one wishes to zoom in on a particular part of the object, the red and green dots may disappear (since they are usually off to the side). However, the lights can still be controlled on the thumbnail image in the **Navigation Box** on the upper right of the screen. See figure 9 for a larger image of the **Navigation Box**, which shows the relationship of the light angles (see green and red arrows) to the main image.

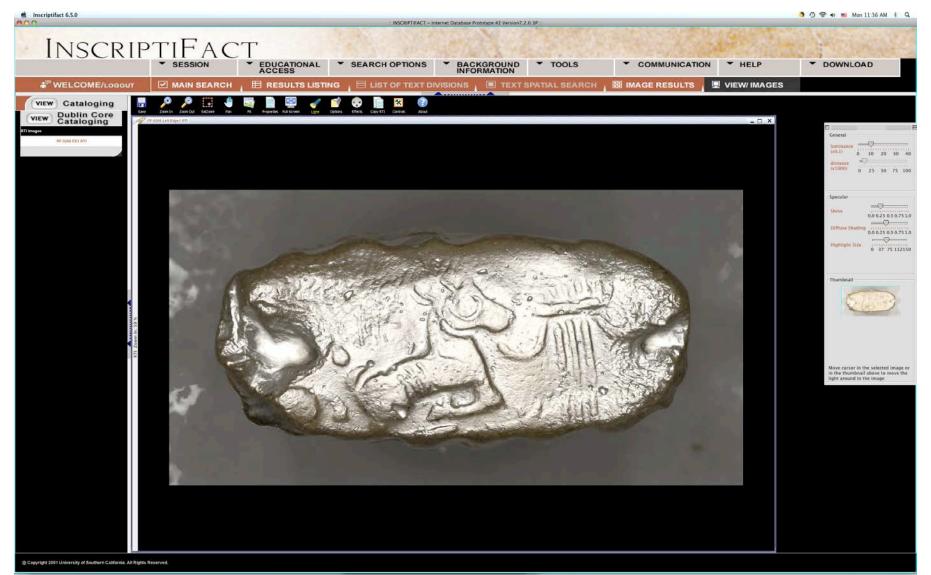


Figure 16: **Specular Enhancement**. Note that the slider bars allow you to control both the spread and intensity of the light. For close up of the controls in the **Navigation Box** (upper right), see figure 9 above.

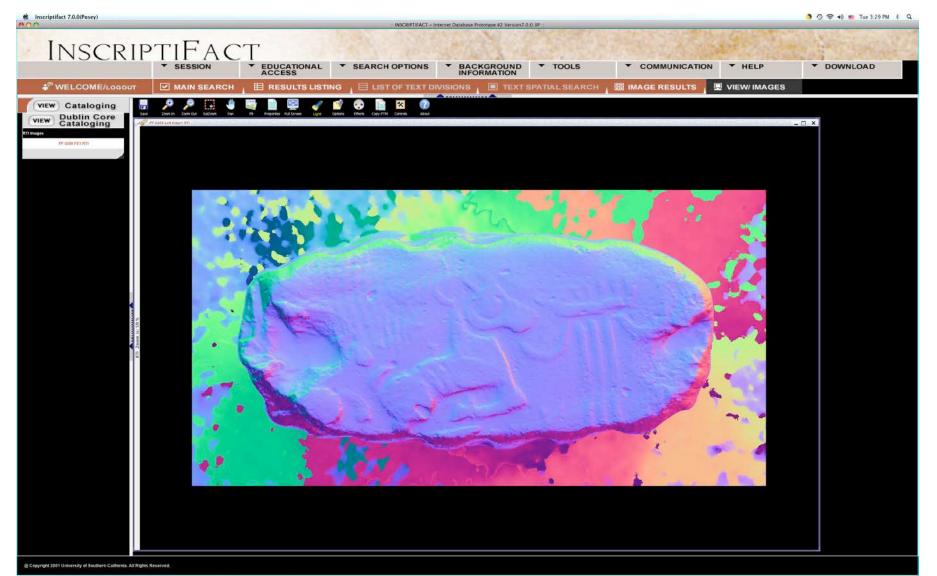


Figure 17: **Visualize Normals**. Each color represents an angle at which light is being reflected off of the surface of the object, giving one real information about the surface texture.

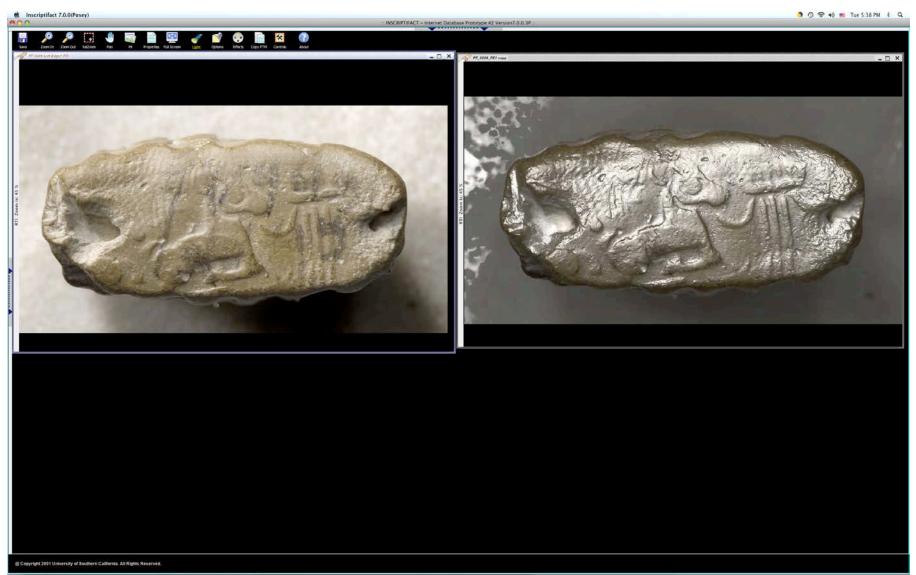


Figure 18: **Copy RTI**. One can quickly make one or more duplicate RTI images so that in each image frame one can choose a different light or effect in order to do side-by-side comparisons.

## DOWNLOADING A HIGH RESOLUTION CONVENTIONAL (NON-RTI) IMAGE

• You can download a full, high-resolution conventional image or an RTI image by selecting the **Download** button on the far right of the **General Menu**, which is found at the top of your screen (figure 19). When you single-click **Download**, a drop-down menu appears with three categories: **Images, Cataloging** (which is grayed-out and currently inactive) and **Images and Cataloging** (which is also grayed-out and currently inactive). Note: you can still get cataloguing information by instituting a screen-save command while this information is displayed.

Note: You can only download images when it is activated and highlighted on the View Images Screen.

•	DOWNLOAD
Image	s
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Image	s & Cataloging

Figure 19: The Download menu.

When you choose to download a JP2 image, a window will be displayed with the following message: You have requested to download a JPEG2000 image. The jp2 image will be downloaded to /Users/yourname/Desktop/InscriptiFact\_Images folder.
When you choose to download an RTI, a window will be displayed with the following message: You have requested to download an RTI. The rti will be downloaded to /Users/yourname/Desktop/InscriptiFact\_Images folder.

Note: you can download as many as five JP2 images, or two RTI images at a time and they will be sent in JPEG 2000 or RTI/PTM format (as applicable). However, you must choose each image separately using the drop-down menu.

Important Note: If you have downloaded an RTI image, you will also need to download the InscriptiFact Standalone Viewer.

A link to the InscriptiFact Standalone Viewer is located at: <u>http://www.inscriptifact.com</u>. The InscriptiFact Standalone Viewer provides the same general functionality, commands and controls for viewing RTI images that is offered by the InscriptiFact online viewer. But

#### you do not need to be connected to InscriptiFact to use RTI images that have been downloaded.

### **Resources for JPEG2000**

Important Note: JPEG 2000 is a very high resolution image that can be read immediately in some computer formats (see below); however, in order to read it in early versions of Photoshop or After Effects, you must obtain a special program or "plug-in." Instructions for obtaining this plug-in are noted immediately below.

## **Photoshop Plug-In**

A plug-in that allows one to view JPEG 2000 images in a Photoshop and/or After Effects environment can be obtained at no charge from http://www.fnordware.com.

• At http://www.fnordware.com click on "j2k."

• You will be taken to http://www.fnordware.com/j2k/. Enter your name and email address, choose your operating system and click "Download j2k."

#### For Macintosh

• When you download, a file called "j2k.sit" will appear on your computer. If the file does not open automatically, open the file with a decompression program such as Stuffit Expander. The j2k folder "In Here" contains various versions of the j2k plug-in. Read the text "j2k notes.txt" to find which plug-in is best and place the plug-in in the "Plug-Ins" Folder in your application (Photoshop or After Effects).

# Note: The plug-in for the Hybrid (Photoshop) folder will work in all versions of Photoshop. The plug-ins in the Carbon and Classic folders will work with After Effects 5.5 and 5.0.

## For PC

• On a PC, you will be asked whether you want to Save or Open the downloaded file. If you open it, j2k.zip will be downloaded to your computer and opened with WinZip or Aladdin Expander. If you save the file, it will be downloaded to your Programs folder and you can then open it yourself with WinZip or Aladdin Expander. In the j2k folder you will find a plug-in called j2k.8bi. Place it in Adobe/Photoshop X/Plug-Ins/File Formats or in the equivalent folder in the After Effects Application.

## Other Ways of Opening JPEG2000 images.

Mac users can use **Preview** to open JPEG2000 files. Using the Export command, JPEG2000 images can then be saved in other formats, such as Photoshop, TIFF or JPEG.

**PC** users can download viewers from <u>Irfanview</u>, and <u>Lizardtech</u> (GeoViewer 5.5) The application can then be installed for reading JPEG2000 images.

#### JPEG 2000 images in Web Browsers

Mac users can also view JPEG2000 images using Safari.

**Windows** users can download a plug-in from http://www.lizardtech.com/download/dl\_options.php?page=plugins (ExpressView Browser Plug-in [MrSID]) that will enable them to view JPEG2000 images in **Internet Explorer** and **Firefox**. Follow the instructions on the site and the plug-in will be installed on your computer. System requirements are:

Microsoft Windows XP/2003/Vista/Windows 7/Windows 8 200MHz PC processor Minimum of 64 MB RAM Internet Explorer 8, 9, 10, Chrome 27 or Firefox 21

# Sample Search 2: Inscriptions by Corpus with Spatial Search

(

Main SEARCH ) and click on New Search. 1. Return to the Main Search page by clicking on the Main Search Screen button (

NEW SEARCH 2) 2. This second search is by Corpus. A user is able to look at large groups of texts, or narrow a search to a smaller group of texts or inscriptions by using a series of drop down menus. In this case, choose Corpus and narrow the search from Northwest Semitic

	BEGIN SEARCH	
Monumental Inscriptions, to Aramaic Inscriptions. Click Begin Search (	$\square$	).

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Medium >	Coptic Papyri				
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	Northwest Semitic Amulets and Incantations				
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	Northwest Semitic Ostraca	Aramaic Inscriptions	Inscriptions from Zincirli		
	Northwest Semitic Stamp Seals and Seal Impressions	Moabite Inscriptions			
	Numismatic Inscriptions	Phoenician Inscriptions			
	Persepolis Fortification Archive				
	Scarab Amulet/Seal from Ancient Egypt				
	Ugaritic Texts				

3. After clicking on **Begin Search**, you will be taken to the **Results Listing Screen**. Select **Sefire III Inscription**. When this is selected, the cataloguing information is displayed. There are two options for cataloguing: the InscriptiFact cataloguing system, and an extended Dublin Core format. (Click **Cataloguing** or **Dublin Core Cataloguing** to toggle between each option. Use the scroll bar to scroll down through the information.)

NOTE: If InscriptiFact returns more than 20 results in this screen (the number of results returned is shown in blue at the bottom of the screen), the **Next** button in the lower right corner will be highlighted. Click this button to view the next 20 results. Use the scroll bar at the right to scroll down through the results.

Click **Go** ( ) and you will be directed to a Spatial Search.

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Text Alternate Title:	Sefire Stela	KAI 217	Bar Rak	ib II Inscription		
Text Description:	Treaty between Arpad and Urartian	vassal state KAI 218	Bar Rak	ib III Inscription		
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Named Time Period:	Iron IIB					
Date Range:	(925 BCE - 722 BCE)					
Alternate Text or Publication Number:	Gibson 2, 9					
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Figure 21: The **Results Listing Screen with** "Sefire III Inscription" highlighted.

4. The **Spatial Search** is intended to give users a visual map of an inscription, so that they can choose a specific area of the text to view. The search engine then looks for all images that include that area of the inscription. This mode of search is employed when there are many potential images available of the text for the user to choose from. **Spatial Search** is intended to allow a viewer to zero in on those images that are most useful for his/her work at a particular time. For example, if a viewer wishes to examine a particular reading or section of the text, **Spatial Search** allows direct access to the relevant images without the distraction of other images that do not serve this purpose.

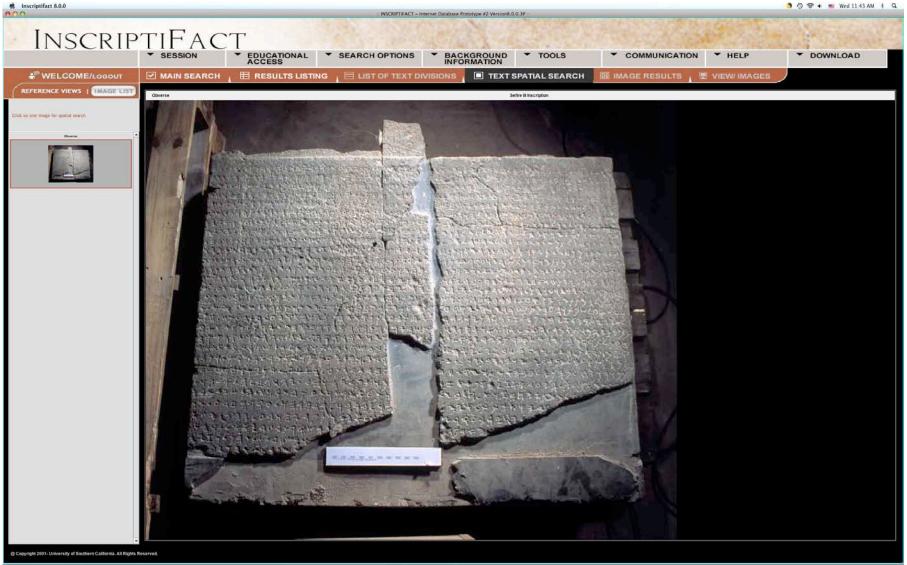


Figure 22: The Spatial Search Screen: the Sefire III inscription.

Click on the thumbnail image on the left. Then, with your cursor, draw a box around a portion of the inscription that you would like to see. Click the **GO** button that appears at the bottom corner of the box you have drawn.



Figure 23: The **Spatial Search Screen** with box drawn. Note the **GO** button below the bottom right corner of the box.

5. When you click the **GO** button below the corner of the box that you have drawn in the **Spatial Search Screen**, you will be taken to the **Image Results Screen**, which shows thumbnails of the available images. These thumbnails can be sorted by Date of Photograph, Film Type (including type of original digital image), and Magnification by clicking on those buttons at the top of the viewer. Clicking on the top of a

thumbnail reveals the cataloguing information about that image. Clicking on the arrow in the upper right corner of the thumbnail image results in a **Quick View**, an enlarged version of the image for quick viewing. Clicking on the arrow in the enlarged image returns the image to its thumbnail size. Clicking on the image itself selects the image for viewing.

NOTE: The number of images returned is shown at the bottom of the View/Images screen in blue. If more than 15 images have been returned, the "Next" button at the bottom right of the screen will be highlighted.

NOTE: Film (or image) types include the following:

- 1. Color Positive Film
- 2. Color Positive Film
- 3. Infrared Film
- 4. High-contrast Black and White Film
- 5. Medium-contrast Black and White Film
- 6. Original Digital Image, Color
- 7. Original Digital Image, Infrared
- 8. Original Digital Image, Black and White
- 9. RTI (Reflectance Transformation Imaging) Image, in .ptm format
- 10. RTI (Reflectance Transformation Imaging) Image, in .rti format (hemispherical harmonics)

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Figure 24: The Image Results Screen.

Once you have selected the desired images to view in high resolution, click the View Images button ( view images ) in the page navigation bar at the top of the screen to view images.

6. The **View Images Screen** shows high-resolution compressed images that can be enlarged, moved around and examined in detail. The compression program employed is MrSID by LizardTech.

NOTE: Hovering the mouse cursor over the buttons at the top of the viewer will give you a brief description of what they do.

NOTE: You can view Cataloging and Dublin Core Cataloging information for the photos by clicking on those buttons to the left of the imager. You can also switch between images by clicking on the image name.

NOTE: You can download images by clicking on the "Download" drop-down menu at the top of the screen.

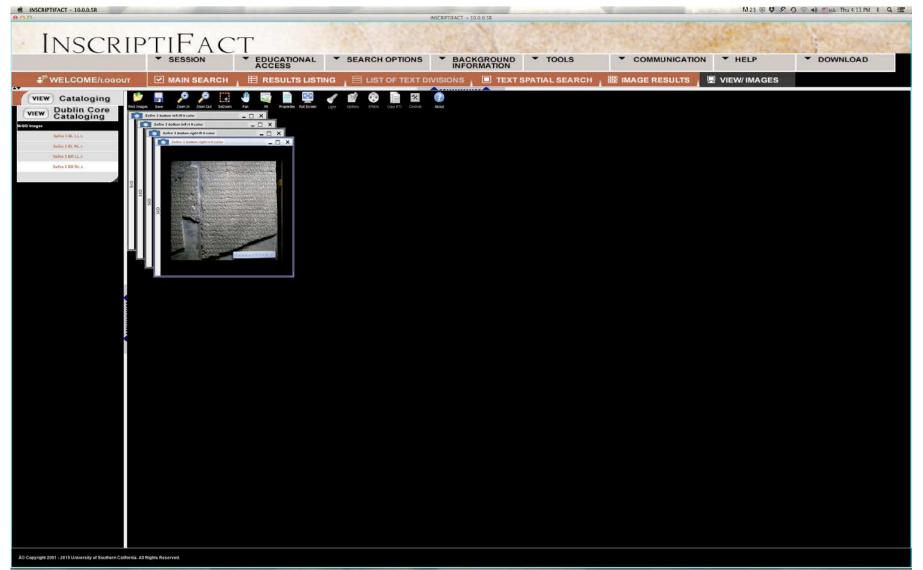


Figure 25: the View Images Screen.

## Sample Search 3: Inscriptions by Language and Corpus with Spatial Search

1. Return to the Main Search page by clicking on the Main Search Screen button (MAIN SEARCH) and click on New Search (

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Search Archive By:		Search Archive By:		
BEGIN SEARCH NEW SEARCH		BEGIN SEARCH NEW SEARCH		
		Corpus +	Aramaic Texts from Ancient Egypt	
Corpus >		Medium >	Coptic Papyri	•
Medium >		Find Site ▶	Cylinder Seals	×
Find Site >		Time Period ▶	Dead Sea Scrolls	<u>۲</u>
Time Period >		Language >	Early Alphabetic Inscriptions	•
Language >	Moabite	Script >	Inscribed Objects, Miscellaneous	<b>)</b>
Script +	Nabatean	Repository >	Non-Alphabetic Cuneiform Texts	•
Repository >	Neo-Assyrian	Keywords or Phrases	Non-Northwest Semitic Monumental Inscriptions	
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	South Arabic		Persepolis Fortification Archive	
	Standard Babylonian		Scarab Amulet/Seal from Ancient Egypt	•
	Sumerian		Ugaritic Texts	Literary and Religious Texts
	Syriac			Letters
	Syro-Palestinian			Legal Texts
				Economic Texts
	Ugaritic			
	Uncertain			
	Unknown			
	Yaudic			

Figure 26: The Main Search Screen: searching by Language (Ugaritic) and Corpus-Ugaritic Texts-Legal Texts.

3. In the Results Listing page, click on **KTU 3.9**. Cataloging information is displayed to the left. Having selected a text, the user can go to the Image Results screen by clicking **GO** next to the text selected. You will be taken to the Spatial Search Screen.

NOTE: that if InscriptiFact returns more than 20 results in this screen (the number of results returned is shown in blue at the bottom of the screen), the "Next" button in the lower right corner will be highlighted. Click this button to view the next 20 results. Use the scroll bar at the right to scroll down through the results.

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Type of Item Catalogued:	Ancient Text	кти з.1	work co	by of treaty of Niqmaddu of Ugarit with the Hitti	tes	-
Text/ Uninscribed/ Glyptic:	Text	КТИ 3.9	Marzeal	Text		60
Main Text or Publication Number:	KTU 3.9	KTU 4.39		of land holdings		
Text Descriptive Title:	Marzeah Text	K10 4.39		or rand morenings		
Text Alternate Title:	Marzeah Tablet					
Text Alternate Title:	mrzh Text					
Text Alternate Title:	mrzh Tablet					
Text Description:	Contract or statement of agreement of a MRZH	relating to establishment				
Text or Publication Number Note:	KTU 3.9, KTU2 3.9, CAT 3.9, CTU 3.9, 1957.702	, RS [Varia 14], RS				
Excavation Description:	Probably taken from Ras Shamra ille Institute for Antiquity and Christianit School, 1970	egally in 1957, sold to y, Claremont Graduate				
Medium:	Clay					
Script Note :	Alphabetic Cuneiform					
Script : Sub-script	Cuneiform : Alphabetic					
Physical Object Description:	Clay tablet 10.3 cm x 8.5 cm					
ISF Assigned Text Number:	ISF_TXT_00823					
Corpus:	Ugaritic Texts					
Corpus Category:	Legal Texts					
Date of Inscription Note:	1400-1200 BCE					
Language Note :	Ugaritic					
Language:	Ugaritic					
Find Site:	Ras Shamra/Ugarit					
Ancient City or Location:	Ugarit					
Modern City or Location:	Ras Shamra					

Figure 27: The Results Listing Screen (portion).

4. In the Spatial Search, if a text has more than one surface, you can click on a reference image at the left and then draw a box around the portion of text that the user would like to see (as in the previous spatial search, above). Clicking on **GO** will take you to the Image Results screen. From this point on, this example is exactly like the previous example.

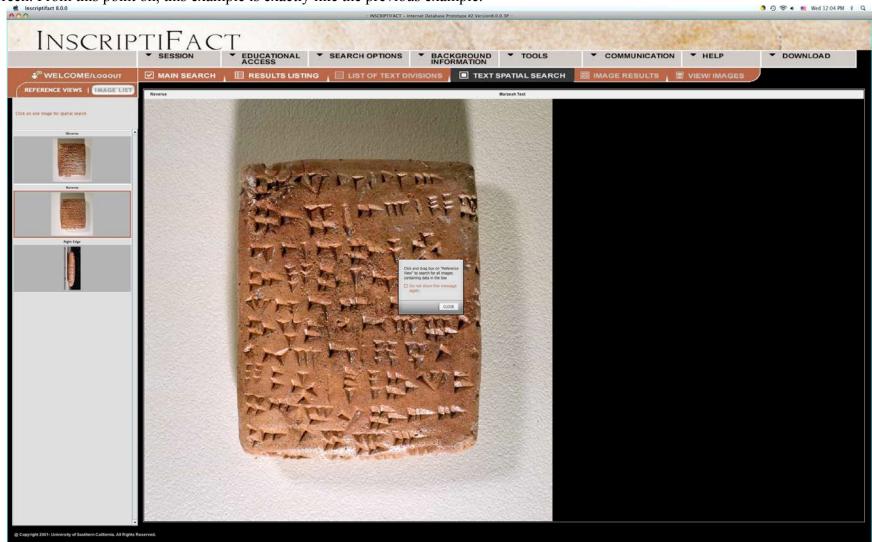


Figure 28: The **Spatial Search Screen**. Note that there are multiple sides of this text that can be searched spatially. Click on the image at the left that you would like to see in detail and then draw your box around that section of text.

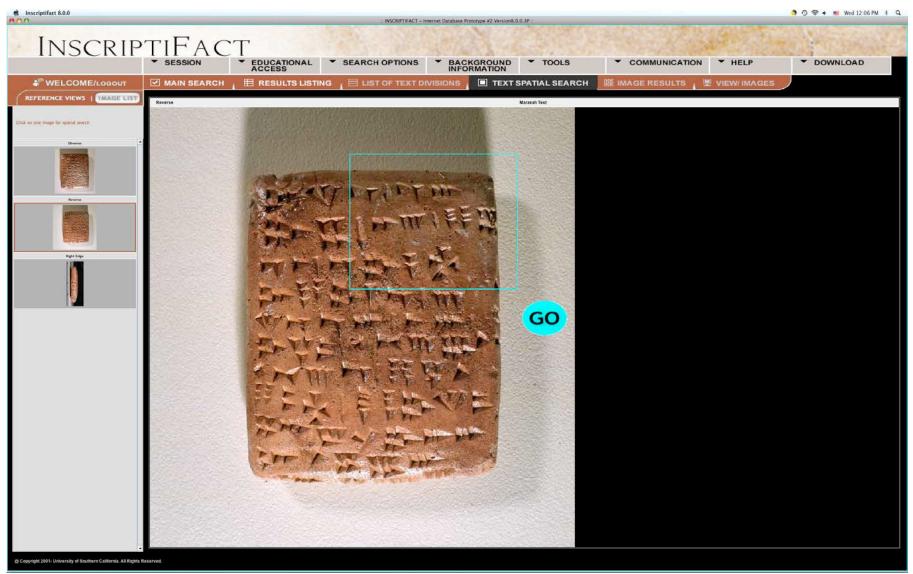


Figure 29: The Spatial Search Screen with box drawn. Note the "GO" button at the bottom right corner just below the box.

## Sample Search 4: Papyrus Documents by Key Word with Text Division Search

1. Return to Main Search page by clicking on the Main Search Screen button ( MAIN SEARCH ) and click New Search ( New Search ).

2. An alternative search method is	by key word. Type in the Keywords of	or Phrases box the key word Behistur	(another possibility would
be Bisitun). Click Begin Search	BEGIN SEARCH ).		

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Medium >			
Find Site >			
Time Period →			
Language > Script >			
Repository >			
Keywords or Phrases			
Behistun			
Text or Publication No.			

Figure 30: The Main Search Screen with Behistun entered in the Keywords or Phrases box.

3. The list of texts matching the search criteria shows only one text in the prototype version of InscriptiFact. When that text is selected, the cataloguing information is displayed to the left. Click "GO" and you will be directed to the Text Divisions screen.

NOTE: If InscriptiFact returns more than 20 results in this screen (the number of results returned is shown in blue at the bottom of the screen), the "Next" button in the lower right corner will be highlighted. Click this button to view the next 20 results. Use the scroll bar at the right to scroll down through the results.

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VIEW Dublin Core Catal	oging	LIST	OF TEXTS RE	TRIEVED			
Type of Item Catalogued:	Ancient Text	TAD C2.1	Bisitun Ir	scription		60	-
Text/ Uninscribed/ Glyptic:	Text						
Main Text or Publication Number:	TAD C2.1						
Text Descriptive Title:	Bisitun Inscription						
Text Alternate Title:	The Behistun Inscription						
Text Alternate Title:	Darius-Inschrift von Behistun						
Text or Publication Number Note:	TAD C2.1; Sachau Pl. 52, 54-57; Sa 65-68D	chau Pap 61, 62; Ungnad					
Excavation Description:	Excavation of tell on island of Elepi Berlin Museums and Paris Academ Lettres	hantine, beginning 20th c. by nie des Inscriptions et Belles					
Geographical Note:	Situated on island in the Nile River	opposite modern Aswan					
Medium:	Papyrus						
Script Note :	Aramaic						
Script : Sub-script	Aramaic						
Physical Object Description:	Fragmente zu Papyrus, P13447 96/91,96/93,13445C/19;13461/5 rec recto,verso,II recto, verso, III-IV rec	cto; P13447 cols. I to, V right					
ISF Assigned Text Number:	ISF_TXT_00072						
Corpus:	Aramaic Texts from Ancient Egypt						
Corpus Category:	Historical Texts						
Is Version Of:	Bisitun, Behistun						
Date of Inscription Note:	copied ca. 421 BCE						
Language Note :	Aramaic						
Language:	Aramaic						
Find Site:	Elephantine						
Ancient City or Location:	Jeb/Yeb/Yev, Elephantine						
Modern City or Location:	Jaziret Aswan						
Modern Country:	Egypt						
Region:	Upper Egypt						
Relevant Time Line:	Syro-Palestinian						
Named Time Period:	Persian						
Date Range:	( 539 BCE - 332 BCE )						
Alternate Text or Publication Number:	Sachau Pl. 55						
Alternate Text or Publication Number:	Sachau Pl. 56						
Alternate Text or Publication Number:	Sachau Pl. 57						-
Alternate Text or Publication Number:	Sachau Pap 61	Records 1 - 1 of 1	3 1			A BACK NEX	
	1						

Figure 31: The Results Listing screen.

4. In the Text Divisions screen you will see a list of text divisions, which allows the user to select a particular column or division. For this example, select **Column 1** of the Behistun papyrus and you will be directed to the **Image Results Screen**.

<ul> <li>€ Inscriptifact 8.0.0</li> <li>● ○ ○</li> </ul>	:: INSCRIPTIFACT - Internet Database Prototype #2 Version8.0.0.3P	
INSCRIPŢĮ		TOOLS COMMUNICATION
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LIST OF TEXT DIVISIONS	TAD C2.1 Bisitun Inscription	
Text Division	Description	Museum Numbers
Column 1	TAD C2.1	Fragmente zu P13447
Column III	TAD C2.1; Sachau Pl. 57; Ungnad 65	P13447 col. I recto; Fragmente zu P13447
Column IV	TAD C2.1; Sachau PI. 57; Ungnad 65	P13447 col. i recto
Column V	TAD C2.1; Sachau PI. 52; Sachau Pap 61; Ungnad 66	P13447 col. Il recto
Column VII	TAD C2.1; Sachau PI. 54,56; Sachau Pap 62; Ungnad 67	P13447 cols. III-IV recto
Column VIII	TAD C2.1; Sachau PI. 54; Sachau Pap 62; Ungnad 67	P13447 cols. III-IV recto
Column XI	TAD C2.1; Sachau PI. 55; Ungnad 68D	P13447 col. V right
1		

Figure 32: The Text Divisions Screen for the Behistun Inscription.

6. The **Image Results Screen** shows thumbnails of available images. Thumbnails can be sorted (as applicable) by Date of Photograph, Film Type and Magnification by clicking on those buttons at the top of the viewer. Clicking on the top of a thumbnail reveals the cataloguing information about that image. Clicking on the arrow in the upper right corner of the thumbnail image results in a "Quick view," an enlarged version of the image for quick viewing. Clicking on the arrow in the enlarged image returns the image to its thumbnail size.

5. After selecting images, click **View Images** ( view/images ) to call up the images.

## Sample Search 5: Search by Text or Publication Number

- 1. Return to the Main Search Page by clicking on the Main Search screen button ( MAIN SEARCH ) and click New Search ( New Search ).
- An alternative search method is by Text or Publication Number. This should only be used if a user knows exactly which text he or she wants to study. Using the drop down menu, choose the appropriate prefix, in this case "TAD." Type in the number, "A4.7" and click Begin Search ( Search ).

NOTE: InscriptiFact has made every effort to index every common convention for text and publications listing ever used for a given text, including where applicable, museum and library accession numbers. Hence, a text can be retrieved by using any convention that has ever been employed. For example, TAD A4.7 can also be retrieved as Cowley 30.

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BEGIN SEARCH NEW SEARCH	
Corpus →	
Medium → Find Site →	
Time Period >	
Language →	
Script >	
Repository >	
Keywords or Phrases	
Text or Publication No.	

Figure 33: The Main Search Screen, with "TAD" being selected in the Text or Publication No. box.

TAD 🔻 A4.7	TAD	▼ A4.7
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Figure 34: Enlarged detail of the **Text or Publication No**. portion of the Main Search Screen.

3. The list of texts matching the search criteria shows only one text. When that text is selected, the cataloguing information is displayed to the left. Click **GO** and you will be directed to **Image Results**.

NOTE: If InscriptiFact returns more than 20 results in this screen (the number of results returned is shown in blue at the bottom of the screen), the **Next** button in the lower right corner will be highlighted. Click this button to view the next 20 results. Use the scroll bar at the right to scroll down through the results.

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VIEW Cataloging							
VIEW Dublin Core Catalog	ging	L	IST OF TEXTS RE	TRIEVED			
Type of Item Catalogued:	Ancient Text	TAD A	4.7 Reques	for Letter of Recommendation first draft; Appe	al Letter	<u>@</u>	-
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Main Text or Publication Number:	TAD A4.7						
Text Descriptive Title:	Request for Letter of Recommendat Letter	ion first draft; Appeal					
Text Alternate Title:	Petition to the Governor of Judaea						
Text Alternate Title:	Bittschrift der Gemeinde an Bagoas						
Text or Publication Number Note:	TAD A4.7; Cowley 30; Sachau Pl. 1,	l; Sachau Pap 1; Ungnad 1					
Excavation Description:	Excavation of tell on island of Elepha Berlin Museums and Paris Academi Lettres	antine, beginning 20th c. by e des Inscriptions et Belles					
Geographical Note:	Situated on island in the Nile River o	pposite modern Aswan					
Medium:	Papyrus						
Script Note :	Aramaic						
Script : Sub-script	Aramaic						
Physical Object Description:	Papyrus, P13495						
ISF Assigned Text Number:	ISF_TXT_00046						
Corpus:	Aramaic Texts from Ancient Egypt						
Corpus Category:	Letters						
Date of Inscription Note:	November 25, 407 BCE; 408 BCE (0	owley)					
Language Note :	Aramaic						
Language:	Aramaic						
Find Site:	Elephantine						
Ancient City or Location:	Jeb/Yeb/Yev, Elephantine						
Modern City or Location:	Jaziret Aswan						
Modern Country:	Egypt						
Region:	Upper Egypt						
Relevant Time Line:	Syro-Palestinian						
Named Time Period:	Persian						
Date Range:	( 539 BCE - 332 BCE )						
Alternate Text or Publication Number:	Cowley 30						
Alternate Text or Publication Number:	Sachau Pl. 1						
Alternate Text or Publication Number:	Sachau PI. 2						
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Figure 35: The Results Listing screen.

4. On the Image Results screen choose the images you want to view, then click on View Images. Magnify an image and note that the quality of the photograph allows one to view even the grain of the papyrus.



Figure 36: The View Images Screen with images of TAD A4.7 selected.