

REPROGRAPHIC ACTIVITIES

This column presents the activities, services and achievements of DESIDOC. Beginning from January 1990, this is the sixth article in the series. Each issue highlights the achievements in a particular area. The last five issues have covered an overview of DESIDOC, its publication, information processing and dissemination, translation, and library activities.

The importance of reprographics in the present context of information management system is well-recognized. Reproducing copies from a source document through photographic, xerographic or electronic means in the least possible time is normally the service expected from a reprographic facility.

REPROGRAPHIC SERVICES

DESIDOC provides reprographic services to the scientists and managers from the technical directorates at DRDO HQrs and DRDO labs/estts mainly in the following areas:

- Photographic coverage—printing and enlargement;
- Slide making and projection;
- Microfilming;
- Document lamination;
- Audio/video recording/dubbing; and
- Video programme production.

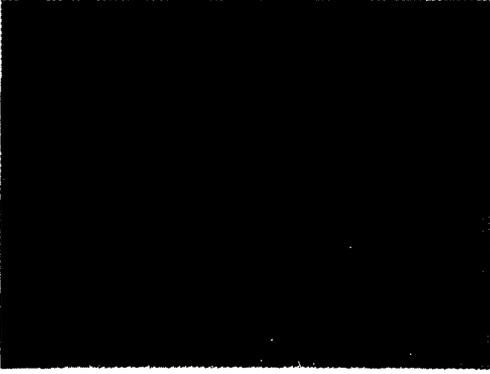
DESIDOC provides slides, photographs and video recordings required by the DRDO scientists and managers for technical presentations and in the preparation of technical reports, etc. An intermix of various media like slide projector, overhead and

video projectors, and computers is used for preparing material for effective technical presentations.

Photographic Coverage

DESIDOC normally provides photographic coverage for seminars, meetings, conferences, workshops and exhibitions organized by DRDO locally and sometimes outside Delhi also. Over the years DESIDOC has developed expertise in industrial photography, whereby the photographic facilities are provided to a large number of DRDO labs/estts in picturizing the products developed by them. DESIDOC played an important role in taking photographs of the products/facilities in colour for publication in the product catalogue, 'Defence Research & Development—Products, Processes, Technologies,' brought out by DRDO on the occasion of the Joint Commanders Conference in 1986.

To cater to these photographic activities, DESIDOC is equipped with current photographic equipment, including 35 mm SLR camera, 120 Rollei 66 medium format camera, Linhof 120 medium format camera, and their attachments (lens, filter, etc.).



AC 650 dust Colour Enlarger, Durst Colour Print Processor is in the background

Slide Making and Projection Activities

The preparation of slides and provision of proper facilities for their projection during the various technical presentations is one of the important reprographic activities of DESIDOC. The slides prepared by DESIDOC have been used for technical presentations during national and international conferences in India and abroad. This work has won appreciation from the top level managers of the Department. Several different techniques of slide making, viz., black & white, colour and blue toning utilized by DESIDOC in the preparation of slides involve different exposures and chemical processing methods. Normally, the matter for slides comes in the form of a hand-written or typed manuscript. To make a camera-ready copy, the matter received is set in suitable typography and through proper placement of photographs, graphs, etc. The text for slides is composed on the desk top publishing system, MAC-II, which provides both a wide variety of type sizes and type faces and flexibility in composing and editing.

Document Lamination

DESIDOC has the facility to laminate the documents upto A3 (297 × 420 mm) size. The document having archival value or those used very frequently or those which are to be protected against unfavourable (rough,

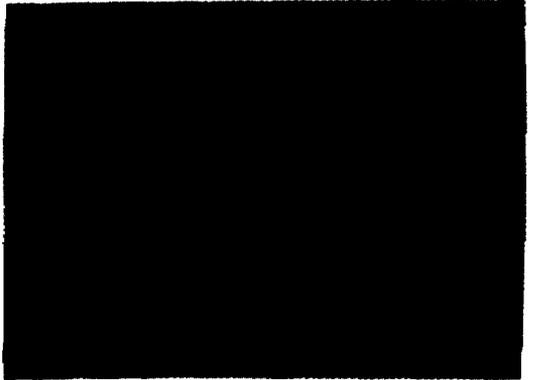
humid) weather conditions are taken up for lamination at DESIDOC. DESIDOC has been laminating sign boards, information leaflets/brochures, covers for reports, etc originating from DRDO labs/estts/HQrs.

Audio-video recording/dubbing

Audio recording of conference proceedings and high level technical presentations at DRDO HQrs is undertaken by DESIDOC against specific requests. Dubbing of audio/video programmes is also undertaken.

Microfilming

A planetary 35 mm Copex-SBI microfilm camera is used for microfilming of documents having archival value. The camera can expose the original records of sizes from A5 (148 × 210 mm) to B1 (707 × 1000 mm). Old records pertaining to the release of foreign exchange and procurement of technical reports from foreign countries were microfilmed and sent to the Reports Division of DESIDOC for proper documentation and storage. Copex-SBI camera is also used in making slides.



SBI Gevaert Copex Microfilm Camera

MANPOWER DEVELOPMENT

DESIDOC has conducted several training programmes for the DRDO personnel working in the field of photography, namely, 'Training in Scientific Photography,'

'Visualization through Slides,' and 'Production of 35 mm Slides.' DESIDOC staff are deputed from time to time for training on different aspects of photography at the various professional institutes at Delhi or within the country.

COMPUTERIZATION ACTIVITIES

During the last two years, DESIDOC has produced 11,000 colour and B&W prints, 45,000 colour slides, and 63,000 microfilm documents as per the request of users. To keep record of each slide, photograph and microfilm made, and update it frequently is a very cumbersome process. To manage efficiently the record of jobs, DESIDOC has created a computerized database of negatives, slides and photographs. This has helped considerably in avoiding the duplication of jobs and increasing the speed of processing the jobs on demand. A similar database is created for the inventory of stores being maintained for carrying out the reprographic activities of the Centre.

PROJECT ON VIDEO RECORDING AND PRODUCTION UNIT

A project on 'Establishment of Professional Grade Video Recording and

Production Unit' was sanctioned in May 1988 to plan, design and set up a modern medium-sized video studio for production of educational and scientific films of use to DRDO scientists. The scientific staff recruited so far under the project was given a familiarization course/training on the various aspects of video programme production at the Central Institute of Educational Technology, National Council of Education Research & Training, New Delhi. The design of studio/systems for professional work is a highly technical job for which DESIDOC has engaged a professional consultation group. The final report of the consultant is awaited. However with the existing facilities, video coverage was provided for the following occasions :

- Laser experiments at DSC (1990),
- Hindi Day function at DSC, DESIDOC, DTRL (1990),
- RM's programmes in Delhi, Ajmer and Uttar Pradesh (1989), Signing of MOU between DRDE and INDAG product, Madras, (1989), and
- Demonstration of parajumping/sailing at DRDE Agra, (1987).

Think of and look at your work as though it were done by your enemy. If you look at it to admire it you are lost..... If we look at it to see where it is wrong, we shall see this and make it righter. If we look at it to see where it is right, we shall see this and shall not make it righter. We cannot see it both wrong and right at the same time.

Samuel Butler
