

## Glossary of commonly used digitisation and licensing terms

Abbreviation	Stands for	What it means
QA	Quality assurance	The checks that are carried out on digitised and transcribed material to ensure accuracy.
BSOP	brightsolid online publishing	The Dundee-based company which owns findmypast.co.uk and GenesReunited.co.uk ( <a href="http://brightsolid.com">brightsolid.com</a> )
NCCO	Nineteenth Century Collections Online	Academic publishing initiative of assorted collections from around the world by academic publisher Gale Cengage ( <a href="http://gdc.gale.com/nineteenth-century-collections-online">gdc.gale.com/nineteenth-century-collections-online</a> )
LIA	Licensed internet associateship	LIAs are 'preferential' licences: we only sign one licensing agreement for each digitised package of records for a set period of time. Partners are selected through an open and fair tendering process. An LIA involves a close working relationship between The National Archives and a commercial partner. We publish links on our website and partners can co-brand websites with our logo. ( <a href="http://nationalarchives.gov.uk/commercial/licensing.htm">nationalarchives.gov.uk/commercial/licensing.htm</a> )
	National (Digitisation) Consortium	Framework for digitising material from a large number of archives between ARA and brightsolid ( <a href="http://archives.org.uk/latest-news/national-digitisation-consortium-contracts-signed.html">archives.org.uk/latest-news/national-digitisation-consortium-contracts-signed.html</a> )
ARA	Archives and Records Association	The lead professional body for archivists, archive conservators and records managers in the United Kingdom and Ireland.
	Zooniverse	Web portal linking to various crowdsourcing projects. Initially astronomy and science-focused, they have recently expanded to the humanities, and will soon launch a project with us to capture data from the unit war diaries ( <a href="http://zooniverse.org">zooniverse.org</a> )
CR (as in naval CR cards)	Continuous records	
	Service concessions	Procurement term referring to a form of tender exercise when a private company is brought in to perform a public task.
PQQ	Pre-qualification questionnaire	Procurement term for a preliminary questionnaire that potential suppliers/partners are asked to complete before submitting a full bid.
SPO	State Papers Online	Digitised collection of our State Papers by academic publisher Gale Cengage ( <a href="http://gdc.gale.com/products/state-papers-online-1509-1603">gdc.gale.com/products/state-papers-online-1509-1603</a> )
SPM	State Papers Medieval	Term occasionally used instead of SPO for the purposes of this project to denote the period pre-1485
AMD	Adam Mathew Digital	Academic publishing partner ( <a href="http://amdigital.co.uk">amdigital.co.uk</a> )
DPI	Dots per inch	Refers to resolution (and quality) of images, as defined during digitisation process
PPI	Pixels per inch	