

Glossary

Glossary

---A---

Access copy, or Reference copy

A restored copy of an item, or a clone, imitation, or duplicate copy of an item that is available for public use.

Access restriction

A limitation on the access to or use of materials. Access restrictions may be determined by a period of time or by a class of individual as to protect national security, personal privacy or to preserve materials

Acetate

A transparent plastic base for photographic film made by treating cellulose with acetic acid. This term is used for various modifications of cellulose acetate, e.g., cellulose diacetate, cellulose triacetate, cellulose acetate propionate, and cellulose acetate butyrate. Also referred to as "safety" film, because, as opposed to nitrate film, acetate is nonflammable. That said, acetate suffers from its own form of chemical deterioration.

Acetate decay (vinegar syndrome)

Chemical degradation of cellulose acetate film base that may cause distortion, shrinkage, and brittleness. Accelerated by high humidity and temperature, it is often detected by a vinegar odor. The severity of decomposition can be determined using A-D Strips.

Acetic Acid

An acid released by unpainted wood that can cause metal corrosion.

Acid

Property of an item with a pH below 7.0. Some paper materials may become acidic as they age. Acidity is often a characteristic of older papers made from wood-based pulp that has not had its lignin removed. Acidic material will yellow over time, become brittle, and cause the pH of items in proximity to shift toward acidic pH levels. Exposure to light or heat hastens deterioration.

Glossary

Acid Etching

Type of decoration on glass which is produced through exposure of the surface of the glass to hydrofluoric acid. The glass item is first covered in an acid-resistant material, sometimes a wax, before the acid is used to scratch through that material. The item is then immersed in hydrofluoric acid. A patent for the acid-etching process was filed in 1857 by Richardson's, an English glass company.

Acid-free

Term used to describe paper and plastic products (and archival storage and display materials) with pH equal to 7.0 (neutral) or greater than 7.0 (alkaline). Slightly acidic paper (6.0 - 7.0 pH) is also sometimes called "acid-free." It was the creation of alkaline sizing in the 1950s that ultimately led to acid-free wood-based pulp papers. Acid-free enclosure products must be free of acid, lignin, alum, and sulfur. "Acid-free" does not necessarily mean that the material will maintain this pH over time.

Alkaline

Property of an item to produce a basic pH (pH >7.0). An alkaline reserve is added to some paper materials (called buffered papers) during manufacture intended to neutralize acid compounds contained in older papers.

Alloy

A metal made by combining two or more metallic elements. Often used to improve a metal's strength or resistance to corrosion.

Aluminum

A type of metal that is silver-white in color and has a very reflective, flat sheen. Aluminum is easily formed and manipulated.

Analog

An electrical signal that varies continuously; comes from the word "analogous," which means "similar to." All early AV recordings were analog (National Film and Sound Archive, 2007).

Glossary

Analog recording

- 1.) A method of recording in which a characteristic of the recorded current, such as amplitude or frequency, is continuously varied in a manner analogous to the variations of the original signal.
- 2.) A logging of an event by one of various methods of capturing and storing a continuous replica of the source sound pattern by tracing an analogous pattern into another medium. The most commonly used storage methods have been engraved or embossed modulated grooves in a disc, magnetic particle patterns in tape, and optical patterns in film (Miliano & IASA, 1999).
- 3.) A recording in which continuous magnetic signals, which are representations of the voltage signals from the video camera or microphone, are written to tape. Analog signals stored on tape deteriorate with each copy or generation (in contrast, see Digital) (Bay Area Video Coalition, 2009).

Analog-to-digital

The process in which a continuous analog signal is quantized and converted to a series of binary integers (Bay Area Video Coalition, 2009). Also referred to as A-D.

Archival quality

A generic term used by the paper industry to indicate that a product (usually a housing or display material) is durable and will not cause harm to original collection materials. "Archival" often means acid-free, but that is not an absolute. Note that the term "archival" may be used indiscriminately by manufacturers to describe their products and does not necessarily guarantee that the product meets ISO or ANSI guidelines.

Audiovisual artifact

An undesirable picture element in a video image, which may naturally occur in the recording process and must be eliminated in order to achieve a high quality image. Most common artifacts include cross-color and cross-luminance. Not to be confused with artifact as a cultural product (Bay Area Video Coalition, 2009).

Audiovisual item

Any recorded sound or moving or still image item (Miliano & IASA, 1999).

Glossary

Authority control

The process of establishing the preferred form of a heading, such as proper name or subject, for use in a catalog, and ensuring that all catalog records use such headings (Pearce-Moses, 2005).

Authority file, or Authority list

A compilation of records that describe the preferred form of headings for use in a catalog, along with cross-references for other forms of headings. Examples include Library of Congress Subject Headings (LCSH) and Art and Architecture Thesaurus (AAT), among others (Pearce-Moses, 2005).

----B----

Backing film, or Substrate

The layer that supports the magnetic layer in a magnetic tape, most commonly made of polyethylene terephthalate (PET) (Bay Area Video Coalition, 2009).

Baking (videotape)

The process of gently heating damaged videotape in an oven in order to enable playback. The polymer of the magnetic tape's binder deteriorates by hydrolysis, resulting in sticky shed syndrome. Archivists have reported success in baking tapes that are suffering from severe sticky shed syndrome; however, scientific research has not been conducted to explain this. The temperature and humidity of the oven must be tightly controlled, as well as the time in which a tape is baked. This process is not recommended except in extreme circumstances, as it may accelerate the deterioration of the tape. When a tape is baked successfully, it can usually be played back one time for remastering (Bay Area Video Coalition, 2009).

Base

A support on which something is applied or built; a carrier; a substrate (Pearce-Moses, 2005).

Binder

The polymer that contains recording or imaging particles. For example, gelatin is the binder for silver image particles in photographic media.

Glossary

Bit (Binary digit)

The smallest unit of information in a binary system. A number in base 2, which can be represented using only two numeric symbols: a zero and one (National Film and Sound Archive, 2007). Eight bits equals one byte. There are 256 possible combinations for eight binary digits; thus, the color depth of eight bits represents 256 possible colors ($2 \times 2 \times 2 \times 2 \times 2 \times 2 \times 2 \times 2$). Because each pixel of a video picture contains 3 samples (Y', R-Y', B-Y'), there are 16.7 million ($256 \times 256 \times 256$) possible colors in an 8-bit system (Bay Area Video Coalition, 2009).

Bit depth

This is the amount of bits used to describe each discrete sample. The greater the bit depth, the more accurately the sample is described. Audio sampled at 8-bit versus 16-bit allows for double the amount of description of the sample, which captures the signal with greater accuracy. In video, the bit depth corresponds to the available bits used to describe the red, green and blue colors. 8-bit allows for 256 levels to describe the color gradient and 10-bit allows for 1024 levels to describe the color.

Blocking (AV media)

The sticking together or adhesion of successive windings in a tape pack. Blocking can result from deterioration of the binder, storage of tape reels at high temperatures, and/or excessive tape pack stresses (Bay Area Video Coalition, 2009).

Byte

A byte is a collection of 8 bits, which are then encoded or translated into a byte.

---C---

Cartridge

A container used to store and facilitate access to a roll of tape or film on a single core (Pearce-Moses, 2005). Used for insertion of the medium into recorders, readers/printers, and retrieval devices, and requires no threading or rewinding. Most audio tape cartridges contain two-channel, 8-track stereo recordings (Miliano & IASA, 1999).

Glossary

Cassette

An enclosed container holding a roll of tape, film, or wire stored on two cores. Common forms today include compact audio cassettes, audio mini-cassettes, and videocassettes (Miliano & IASA, 1999).

NOTE: A cassette is distinguished from a cartridge, the latter having one hub instead of two.

CD standard specification

The technical specifications for CD and CD-ROM formats that are outlined in a set of color-bound books. These standards are licensed by Philips.

Codec

Short for Encode/Decode, the codec is the how the video signal is encoded into a digital data stream and subsequently decoded for playback via a playback application. During the encoding process, the analog stream will be run through a specific codec for encoding into the digital realm. To play it back, the application will need that same codec within its institution to know how to properly decode the video and audio streams.

Coarse groove

The channel size found in two-minute cylinders and most shellac recordings (generically called 78 rpm discs), as opposed to the microgroove used in 33 $\frac{1}{3}$ rpm LP sound recordings (Miliano & IASA, 1999).

Compact disc (CD)

A recording medium, introduced commercially in 1983, consisting of a 12 cm/4.72-inch disc made principally of plastic coated with a reflective metal, commonly aluminum in commercial discs, and a protective layer of lacquer. Presently used primarily for audio and CD-ROM recordings. Normally recorded and played on one side only, the medium can yield up to 78 minutes of audio signal (Miliano & IASA, 1999).

Glossary

Compact disc-extra (CD-Extra)

A format developed in the mid 1990s by Philips, Sony, and Microsoft, designed either for the playback of music with access to the audio session only on CD audio playback equipment, or for simultaneous access to audio titles and complementary multimedia applications (lyrics, images, etc.) where a CD-Extra compatible CD-ROM drive is installed on a computer system (Miliano & IASA, 1999).

Compact disc-interactive (CD-I)

A compact disc format developed by Philips and Sony that stores electronic resources, including sound, text, still images and full-motion video in optical form, used with a CD-I player (Miliano & IASA, 1999).

Compact disc-read only memory (CD-ROM)

A compact disc format that stores electronic resources, including sound, text, still images and full-motion video in optical form, used with a CD-ROM player (Miliano & IASA, 1999).

Compression

A technique that provides for the transmission or storage, without noticeable information loss, of fewer data bits than were originally used when the data was created (Bay Area Video Coalition, 2009). The reduction of the size of a fixed file. Compression may be "lossless" where redundant information is removed in a way that allows the original file to be reconstructed (e.g. a WinZip file), or "lossy" where data or information that is considered to be less important or less perceptible is removed, and may not be completely or accurately reinstated (e.g. JPEG) (Miliano & IASA, 1999).

Copyright

A form of protection provided by law to the creators of "original works of authorship," including literary, dramatic, musical, artistic, and certain other intellectual works. This protection is available to both published and unpublished works (U.S. Copyright Office, 2008). It gives copyright holders the ability to control the reproduction, publication, adaptation, exhibition, or performance of their works.

Glossary

Corrosion

Gradual destruction caused by chemical action.

Crosstalk

An undesired signal that interferes with the desired signal, usually caused by unintentional capacitive (AC) coupling. Can result in several types of picture distortion, mis-tracking, and/or noisy picture. Also refers to signal interference from one part of a videotape to another (Bay Area Video Coalition, 2009).

---D---

Data rate

Data rate, in reference to digital video, is the amount of data that must be processed per second for playback. This is typically expressed as Megabytes per second (MB/s) or Megabits per second (Mbps).

Deed of gift

An agreement transferring the title to property without an exchange of monetary compensation.

Deterioration (of tape)

The degradation of tape, most typically with the binder, which is responsible for holding the magnetic particles on the tape and facilitating tape transport. If the binder loses integrity—through softening, embrittlement, loss of cohesiveness, or loss of lubrication—the tape may become unplayable. Sticky tape and sticky shed syndrome are commonly used terms to describe the phenomenon associated with the deterioration of the magnetic tape binder (Bay Area Video Coalition, 2009).

Glossary

Digital

Representing information through a sequence of discrete units, especially binary code.

NOTE: "Digital" is distinguished from "analog," the latter representing information as a continuous signal. Often used as a synonym of automated, computerized, electronic, or the prefix e-. "Digital" and "electronic" are often used synonymously, although "electronic" may include analog as well as digital formats (Pearce-Moses, 2005).

Digital preservation

The process of maintaining, in a condition suitable for use, materials produced in digital formats, including preservation of the bit stream and the continued ability to render or display the content represented by the bit stream. The task is compounded by the fact that some digital storage media deteriorate quickly ("bit rot"), and the digital object is inextricably entwined with its access environment (software and hardware), which is evolving in a continuous cycle of innovation and obsolescence. Also refers to the practice of digitizing materials originally produced in non-digital formats (print, film, etc.) to prevent permanent loss due to deterioration of the physical medium (Reitz, 2007).

Digitization

The process of transforming analog material into binary electronic (digital) form, especially for storage and use in a computer. The word "digitized" distinguishes materials that have been transformed from the media in which they were created from materials that are born digital. Digitization is distinguished from "data entry," which is the process of typing textual records, often in forms designed to facilitate the process, into a computer system.

Digitization may start with information that is in electronic or physical form, for example magnetic audio tape or phonograph discs. Digitization of textual documents typically produces an image of the words, which must be transformed into character data through a process of optical character recognition (OCR). In some instances, the OCR process may preserve text and page formatting (Pearce-Moses, 2005).

Dub (noun)

A copy of a video recording; (verb) to make a copy (Bay Area Video Coalition, 2009).

Glossary

Dubmaster

The copy of a master used for making additional copies (Bay Area Video Coalition, 2009).

DVD (abbreviation for Digital Versatile Disc)

There are several different types of DVDs, which include DVD-R, DVD-ROM, DVD-RAM, DVD+RW, and DVD-RW. DVD is not a suitable archival format for video, mainly because it uses a lossy form of compression (MPEG2). It is also a format that is likely to see rapid changes in technology, which makes the risk of its obsolescence very high. DVDs are made up of a reflective aluminum layer, a polycarbonate substrate, a dye layer, and a clear lacquer layer. While the aluminum layer is highly susceptible to pollution, the lacquer layer does not sufficiently protect it from oxidizing. Double sided DVDs are bonded using an adhesive—the life expectancy of which is unknown. A DVD is the same diameter as a CD (120mm) but cannot be read by the same equipment. DVDs and CDs both encode data as tiny pits in tracks that correspond to the zeros and ones of binary digits. A laser reads and plays back the information encoded on the pits. DVDs are able to store more data than CDs by making the pits smaller, the tracks closer together, and by compressing the data using MPEG2. DVD-R discs were introduced in 1997 with a 3.95 GB capacity and a track pitch of 0.8 microns; the capacity was later increased to 4.7 GB by reducing the track pitch to 0.74 microns.

---E---

Echo

A wave which has been reflected at one or more points in the transmission medium. Echoes may lead or lag the primary signal and appear in the picture monitor as reflections or double images, commonly known as ghosts (Bay Area Video Coalition, 2009). Related Terms: Pre-echo; Post-echo.

Edge curl

The curling of the edges of videotape, usually on the outside one-sixteenth inch. If the tape is sufficiently deformed, it will not make proper contact with the playback heads. An upper curl (audio edge) may affect sound quality. A lower curl (control track) may result in poor picture quality (Bay Area Video Coalition, 2009).

Glossary

Exercise (a tape)

The periodic rewinding and fast-forwarding of tapes in good condition for preservation purposes.

-----F-----

Fair Use

A provision in copyright law that allows the limited use of copyrighted materials without permission of the copyright holder for noncommercial teaching, research, scholarship, or news reporting purposes (Pearce-Moses, 2005).

Finding aid

- 1.) A tool that facilitates discovery of information within a collection of records.
- 2.) A description of records that gives the repository physical and intellectual control over the materials and that assists users to gain access to and understand the materials (Pearce-Moses, 2005).

Format

The physical presentation of an item (Miliano & IASA, 1999). For examples of formats, please use our Collection ID Guide.

Fixity

Fixity, or fixity checks, is a process of ensuring that the data you have has not changed in any way. This typically involves running a checksum on the files to ensure that no corruption has been introduced to the file on a machine-readable level.

Glossary

---G---

Grooved-disc audio

An analog recording format composed of a disc of varying material (shellac-type resins, plastics, etc.) that contain information encoded in grooves. The grooves are channel cut, embossed, or pressed into a recording medium (i.e., cylinder, disc, film) that carries the encoded signal. Such a groove may be blank (unmodulated), recorded (modulated), or a combination of both. A cut recording contains only one groove cut, or embossed, spirally from the beginning to the end of the item, but it is more common to refer to this groove in the plural: grooves (Pearce-Moses, 2005). Discs may be of the older coarse groove type or microgroove. See also Coarse groove; Microgroove.

---H---

Head (equipment)

Magnetic pickup device in a magnetic tape player (audio or video) used to record, erase, or reproduce video and audio signals (Bay Area Video Coalition, 2009).

Head clogging

The accumulation of debris on one or more heads, usually causing poor picture quality during playback. Clogging causes dropout (Bay Area Video Coalition, 2009).

Helical scan

A method of recording video information on a tape resulting in recorded parallel tracks that run diagonally across the tape from one edge to the other (Bay Area Video Coalition, 2009).

---I---

Intellectual right

May be divided into industrial rights, which include patents, trademarks, industrial designs, and geographical indications, as well as copyright and related rights, which include the rights of reproduction, adaptation, distribution, exhibition, and performance, and moral rights (Pearce-Moses, 2005).

Glossary

ISO

The International Standards Organization, in Geneva, Switzerland, which publishes internationally agreed-upon norms and best practices for a variety of industrial products and processes.

Item

A physical resource that, in part, constitutes a collection. Often used interchangeably with "object."

Iteration

The act of repeating; a repetition.



Lacquer disc

A glass, metal, or fiber disk coated with acetate or cellulose nitrate (lacquer) used to make instantaneous sound recordings (Pearce-Moses, 2005).

Leader

Blank film attached to the beginning and end of film rolls to facilitate handling. Sometimes used to separate short films or shots on a single film roll (NFPF, 2004).

Licensing

The transfer of rights from the rights holder to another party, generally for a specific use, duration, and territory (NFPF, 2004).

Life expectancy (LE)

A rating for the expected longevity of recording materials and associated retrieval systems.

Glossary

---M---

Magnetic media

Tape and discs that store information on a magnetized surface, such as videotape, audiotape or computer floppy discs (Bay Area Video Coalition, 2009). Related terms: Magnetic Audio, Magnetic Video.

Magnetic shedding

Degradation of the binder of magnetic tape, which results in loss of magnetic oxide particles during storage or playback.

Magnetic soundtrack

Motion picture soundtrack in which the sound information is carried by magnetic oxide. Magnetic soundtrack can be affixed as a stripe along the film edge or exist as a separate element (full-coat mag). Often shortened to magnetic track, mag track or magnetic (mag) stock (NFPF, 2004).

Magnetic tape

A flat, thin strip of material either capable of being magnetically charged or coated with particles capable of being magnetically charged. Used for recording analog or digital data. Magnetic tape is stored on reels, cassettes, and cartridges (Miliano & IASA, 1999).

Master

Source (document, record) by which multiple copies can be reproduced. In many cases, the master document must be of a specific format in order to be duplicated.

Master (tape)

The earliest generation of a finished tape, which should also be of the best quality. Masters should not be used as exhibition tapes, i.e., not for repeated playback (Bay Area Video Coalition, 2009).

Glossary

Master disc

A finished disc recording in edited or approved form from which copies can be made in the recording production process. It is used to produce a reverse copy or metal matrix, which has ridges instead of grooves that are then used to stamp copies in the single-step process, or to produce a metal mother in the three-step process (Miliano & IASA, 1999).

Microgroove

A type of disc audio recording having 200 to 300 or more grooves per inch, suitable for reproduction by a stylus having a tip radius of 1 mm or less. Four-minute cylinders and LP recordings are microgroove, as opposed to coarse groove for two-minute cylinders and discs replayed at the generic 78 rpm speed (Miliano & IASA, 1999). See also Coarse groove; Groove.

Migration, or Re-mastering, Transferring

Refers to the process of copying the content of an existing videotape to new media (Bay Area Video Coalition, 2009).

Mold

Fungus that grows on polymer or organic materials exposed to high humidity; causes material degradation, and in most accelerated cases, irreversibly damaging.

-----N-----

Nitrate

A transparent plastic base that was used for photographic film. Obtained from the treatment of cellulose with nitric acid. Highly flammable, nitrate-based film was phased out by the early 1950s (NFPP, 2004).

Glossary

Nitrate decay

Degradation of cellulose nitrate film base that may cause yellowing, buckling, film distortion. Can also cause gelatin binder to become soft or sticky or to disintegrate.

Nitrile gloves

Highly puncture resistant protective gloves made of a synthetic latex.

Noise

Any unwanted signal present in the total signal (Bay Area Video Coalition, 2009).

Noise reduction

A system for reducing the effect of background noise introduced in recording and transfer systems (National Film and Sound Archive, 2008). Circuits, systems, and/or a combination of the two designed to reduce subjective noise generated or added by the recording or transmission system on/in sound and/or picture quality (Miliano & IASA, 1999).

NTSC

Acronym for National Television Systems Committee. The U.S. standard for color television transmission, calling for 525 lines of information, scanned at a rate of 30 frames per second. NTSC standard is used mainly in North America, Japan, and parts of South America. One of three international standards, including PAL and SECAM (Bay Area Video Coalition, 2009).



Off-gas

The tendency of some materials, e.g., acetate and nitrate film bases, to give off harmful vapors as they decay.

Optical soundtrack

Photographically printed sound record carried on the film print or produced as a separate element (NFPF, 2004).

Glossary

---P---

Polyester

Polyester is a generic term used for inert polymers. A transparent plastic base for photographic film and magnetic tape that is composed of a polymer of ethylene glycol and terephthalic (or naphthalene dicarboxylic) acid. It is very strong and stable. Uncoated polyester is often recommended as an enclosure and encapsulation material.

Preservation copy (or Archive copy)

The artifact designated to be stored and maintained as the preservation master. Such a designation may be given either to the earliest generation of the artifact held in the collection, to a preservation transfer copy of such an artifact, and/or to both such items in the possession of the archive. Such a designation means that the item is used only under exceptional circumstances (e.g., to prepare a dub master) (Miliano & IASA, 1999).

Public Domain

Works not protected by copyright, or for which copyright has expired, which may be printed for distribution and sale, quoted, excerpted, reproduced, and made available online to the public without infringement (Reitz, 2007).

---R---

Reformatting (or Remastering, Migration, Transferring)

The process of copying the content of an existing carrier to new media. The conversion of an item from one format to another without changing its content (Reitz, 2007).

Relative humidity (abbreviated as RH)

The amount of moisture (water vapor) held in the air, expressed as a percentage of the maximum amount that the air could hold at the given temperature.

Restoration (audiovisual material)

The reconstruction of a specific version of a film (NFPF, 2004).

Glossary

---S---

Signal to noise ratio (S/N)

Expressed in decibels (dBs), this term describes a ratio or difference of wanted audible or visual information (signal) versus unwanted information experienced by distorted sounds and pictures (noise). Comparatively high decibel numbers mean better sound or visual images (Bay Area Video Coalition, 2009).

Silent film

Film made without a soundtrack. Also used to describe commercial motion pictures produced before the widespread adoption of sound film in 1929 (NFPE, 2004).

Splice

The joining of two film pieces usually by cement, tape, or ultrasonic technology (NFPE, 2004).

Sticky shed syndrome (Binder hydrolysis)

A condition resulting from the deterioration of the binder in magnetic tape that results in gummy residues on tape heads during playback (Pearce-Moses, 2005). The phenomenon whereby a tape binder has deteriorated to such a degree that it lacks sufficient cohesive strength so that the magnetic coating sheds on playback. The shedding of particles by the tape is a result of binder deterioration that causes dropout on VHS tapes (Bay Area Video Coalition, 2009).

Streaming (media)

A technology for transferring data so that it can be received and processed in a steady stream (Dictionary.com, n.d.). A method of sending a sequence of compressed audio or moving images one way over a data network, at the user's request or broadcast at a fixed time, which allows listening/viewing to begin before the entire file has been transmitted. To counteract any delays caused by packet switching and to maintain the impression of continuous motion, a buffer on the client computer is used to store a few seconds of content before it is displayed on the screen (Reitz, 2007).

Glossary

----T----

Tail

The end of a film, video, or audio tape roll (NFPP, 2004).

Tail out

Film, video, or audio tape wound on a reel or core so that its end is on the outside of the roll (NFPP, 2004). A procedure used in film repositories to encourage reinspection before viewing (Reitz, 2007).

Tape pack

The structure formed by and comprised solely of tape that is wound on a hub or spindle; a tape reel consists of a tape pack, the metal, plastic, or glass hub, and flanges (National Film and Sound Archive, 2007).

Tape shield

The movable plastic leaf found on videocassettes that protects the tape from dust, material, and being handled.

Tracking

The angle and speed at which the tape passes through the video heads. Loss of tracking is evidenced by picture breakup or loss of video in segments of the picture.

----U----

Uncompressed formats (digital)

Audio and moving image digital formats that do not use digital compression; all information is encoded without loss of content. Files sizes are generally very large.

Glossary

---V---

VHS (Video Home System)

An analog format of half inch videotape that is packaged in a cassette (NFPP, 2004).

Viewing copy

A videotape dubbed from a master and made for repeated viewing (Bay Area Video Coalition, 2009).

Vinegar syndrome

Popular term for acetate decay. The degradation of acetate base, which is characterized by the odor of vinegar (acetic acid). Once the reaction is started it cannot be stopped, since hydrolysis of the acetate is catalyzed further by the presence of acetic acid. The reaction is autocatalytic, feeding on itself and speeding up over time (National Film and Sound Archive, 2007).

Vinyl

- 1.) The abbreviation of polyvinyl chloride (PVC).
- 2.) Imprecisely used to refer to any of several plastics, many of which are not appropriate for use in preservation.
- 3.) A contemporary slang term for a disc record (Miliano & IASA, 1999).

---W---

Wire recording

An audio magnetic recording medium that uses metal wire as the carrier of the recorded signal (Miliano & IASA, 1999).

[Glossary terms largely collected from the Institute of Museum and Library Services Preservation Assessment Program: <https://psap.library.illinois.edu/collection-id-guide>]