The following document offers guidelines for photographing lichens, bryophytes and fungi for the Global Plants Initiative (GPI). These guidelines have been agreed upon by the members of the dedicated Google group and by staff at GPI in particular. A special thanks to Ramona Ubral, Laura Green and John Mikulka. These guidelines do not directly pertain to making scanned images, but rather address the particular challenges of making a camera image.

Terminology

Overview image: a photograph of the labels and underlying paper packet material that the labels are attached to. Unattached labels may be photographed separately as an auxiliary image, or composited in with the overview image if taken at the same resolution and focal distance. Minimal PhotoShop work should be done to straighten or otherwise pretty up the image, EXCEPT to rotate the labels and barcode so that they all face right-side up. Barcode may be left vertical, but may never be upside-down.
Constituents of the overview image

1) herbarium ruler
2) colour checker
3) herbarium barcode
4) the plant specimen (optional)

Auxiliary image: a photograph of additional labels and notes
Constituents of the Auxiliary 'paper' image

1) herbarium ruler
2) colour checker – optional
3) affix a _a, _b, etc. name to the image file name

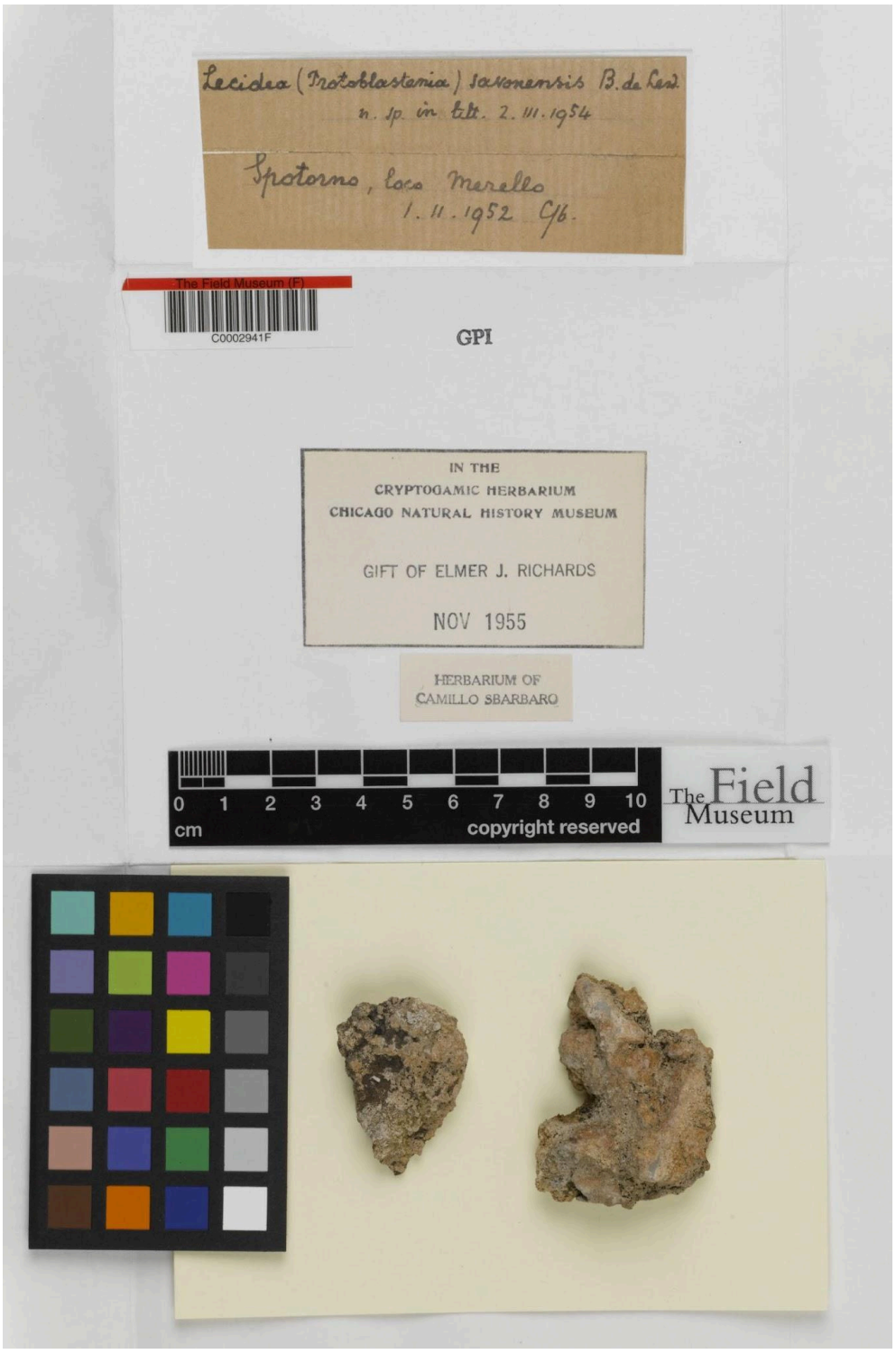
Auxiliary image: a close-up photograph of the plant material
Constituents of the Auxiliary specimen close-up image

1) small scale herbarium ruler, optional herbarium name visible
2) colour checker – optional, partial or cut are acceptable
3) the plant specimen
4) affix a _a, _b, etc. name to the image file name

The barcode may be omitted on the auxiliary image as long as it is present on the overview image.
The purpose of the close-up image is to give the botanist a reasonable opportunity to examine as much of the details of the plant material as possible. Most of the time the representative specimen on the overview image will only be to verify the overall nature of the specimen material. Filling the frame to the threshold of the minimum focal distance of the lens is recommended (i.e., as close as it can be and still be in focus).
Image requirements:
Flattened (no layers), RGB (1998), 8-bit tif

Sample images:
The sample images offered below are examples of acceptable content, demonstrating the guidelines above, but not for photo critique. Any input related to the latter should be directed to the author with appreciation.

Overview


Lecidea (Protoblastenia) savonensis B. de Lesd
n. sp. in litt. 2.III.1954
Spotorno, loco Merello
1.II.1952 C/b.
The Field Museum (F)
C0002941F
GPI
IN THE
CRYPTOGAMIC HERBARIUM
CHICAGO NATURAL HISTORY MUSEUM
GIFT OF ELMER J. RICHARDS
NOV 1955
HERBARIUM OF
CAMILLO SBARBARO
0 1 2 3 4 5 6 7 8 9 10
cm
copyright reserved
The Field Museum

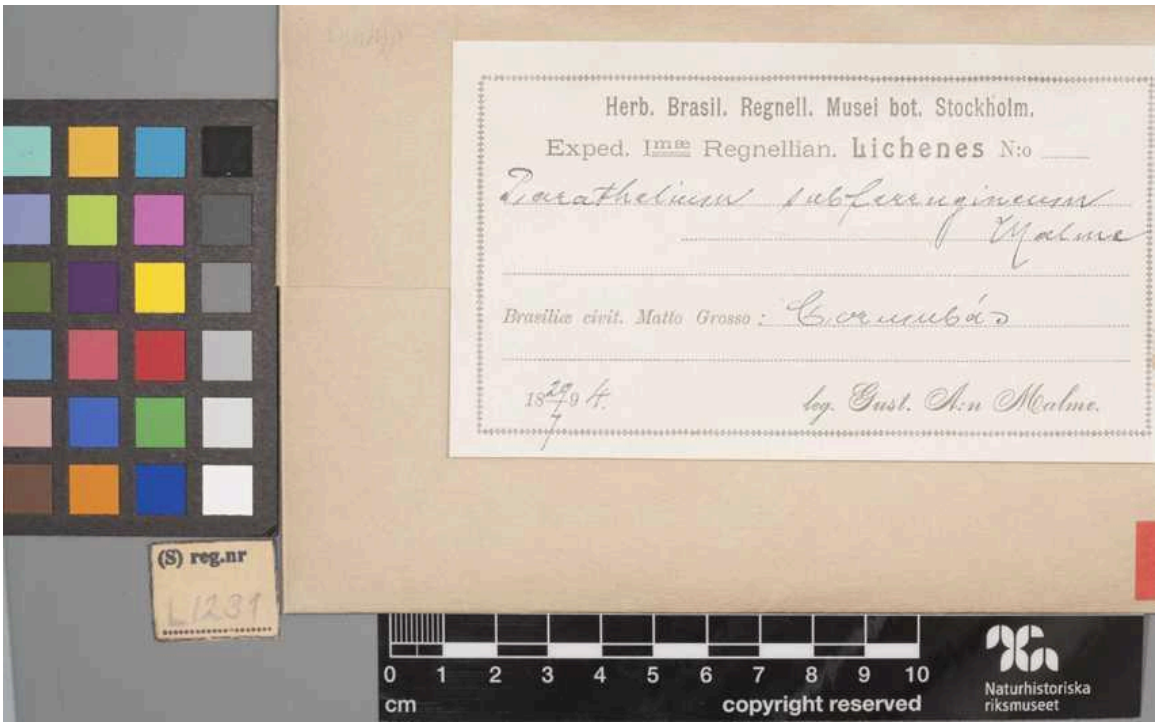
Close-up

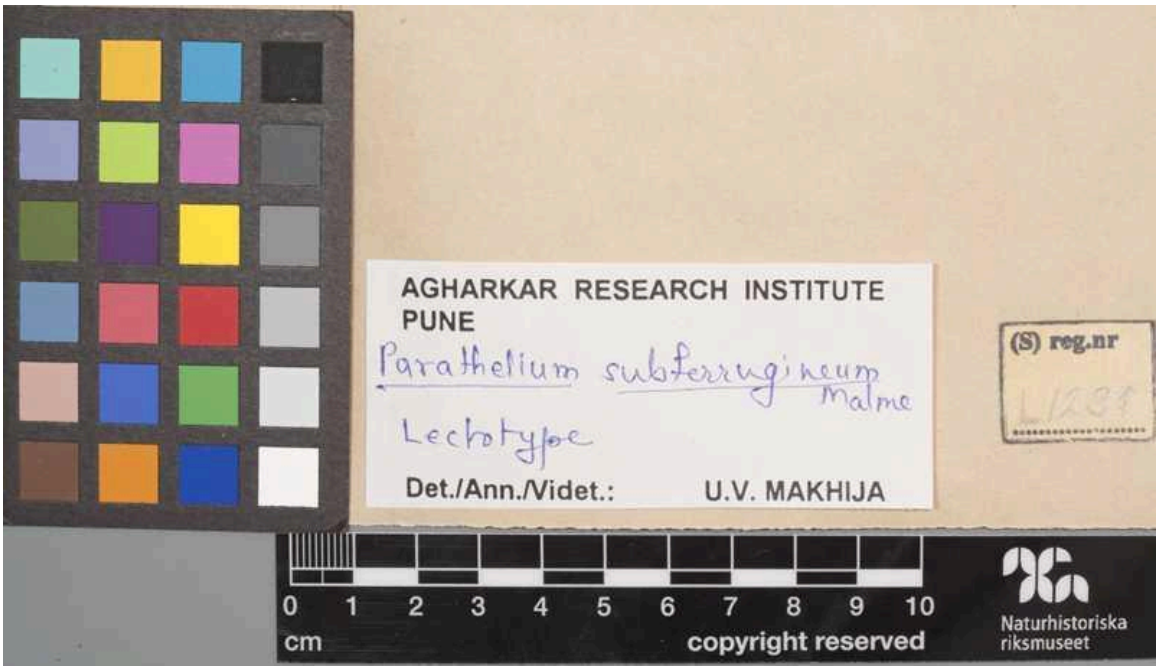


Additional examples

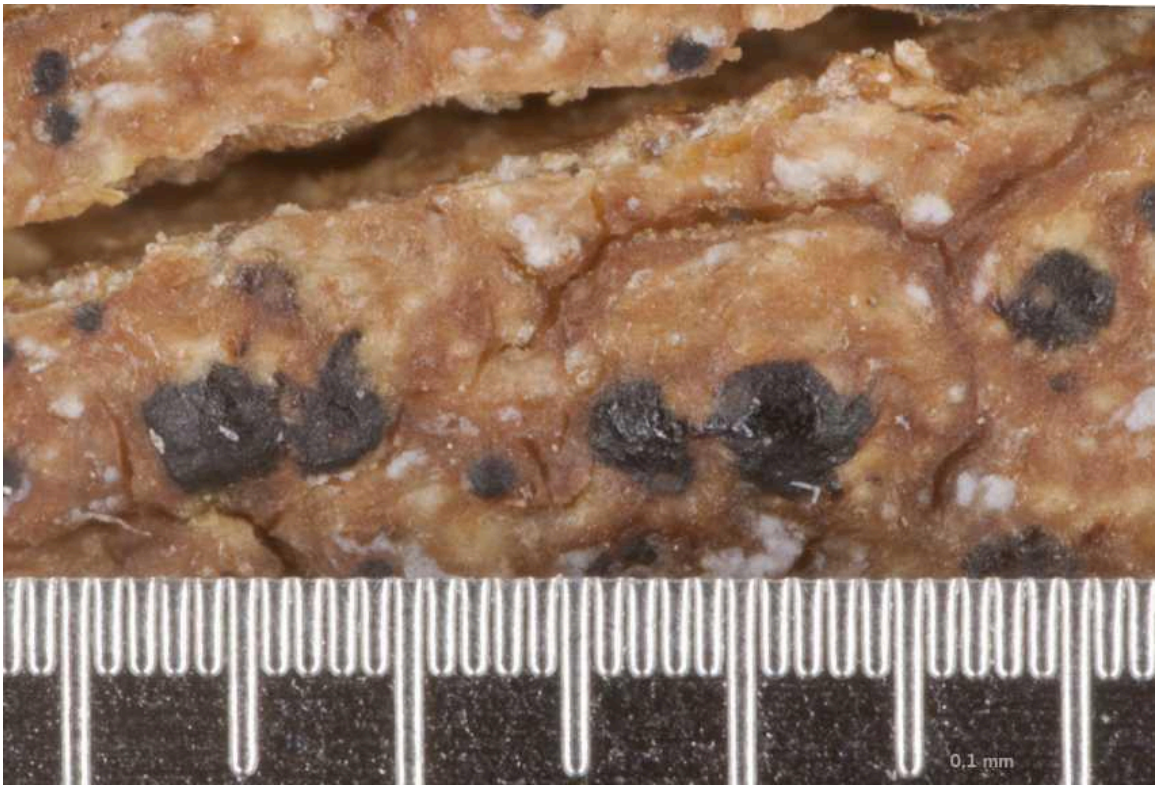
Overview


SYNTYPUS
Parathelium subferrugineum 29.VII.1894
(S) reg.nr
L1231
0 1 2 3 4 5 6 7 8 9 10
cm
copyright reserved
Naturhistoriska riksmuseet


Herb. Brasil. Regnell. Musei bot. Stockholm.
Exped. Imae Regnellian. lichenes N:o
Parathelium subferrugineum
Malme
Brasilia civit. Matto Grosso: Corumbá
1894
leg. Gust. A:n Malme.
(S) reg.nr
L1231
0 1 2 3 4 5 6 7 8 9 10
cm
copyright reserved
Naturhistoriska riksmuseet


AGHARKAR RESEARCH INSTITUTE
PUNE
Parathelium subferrugineum Malme
Lectotype
Det./Ann./Videt.: U.V. MAKHIJA
(S) reg.nr
0 1 2 3 4 5 6 7 8 9 10
cm
copyright reserved
Naturhistoriska riksmuseet

Close-up


0,1 mm

Rulers
Please direct your request for a mini-ruler with herbarium logo to Jonathan Krieger at gpi@kew.org.

Examples of rulers and colour checkers (ref. Ramona Ubral), note relative scale of rulers.






0
1
2
cm
copyright reserved
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