

# docWizz

## *workflow types*



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# docWizz workflow types

## General remarks

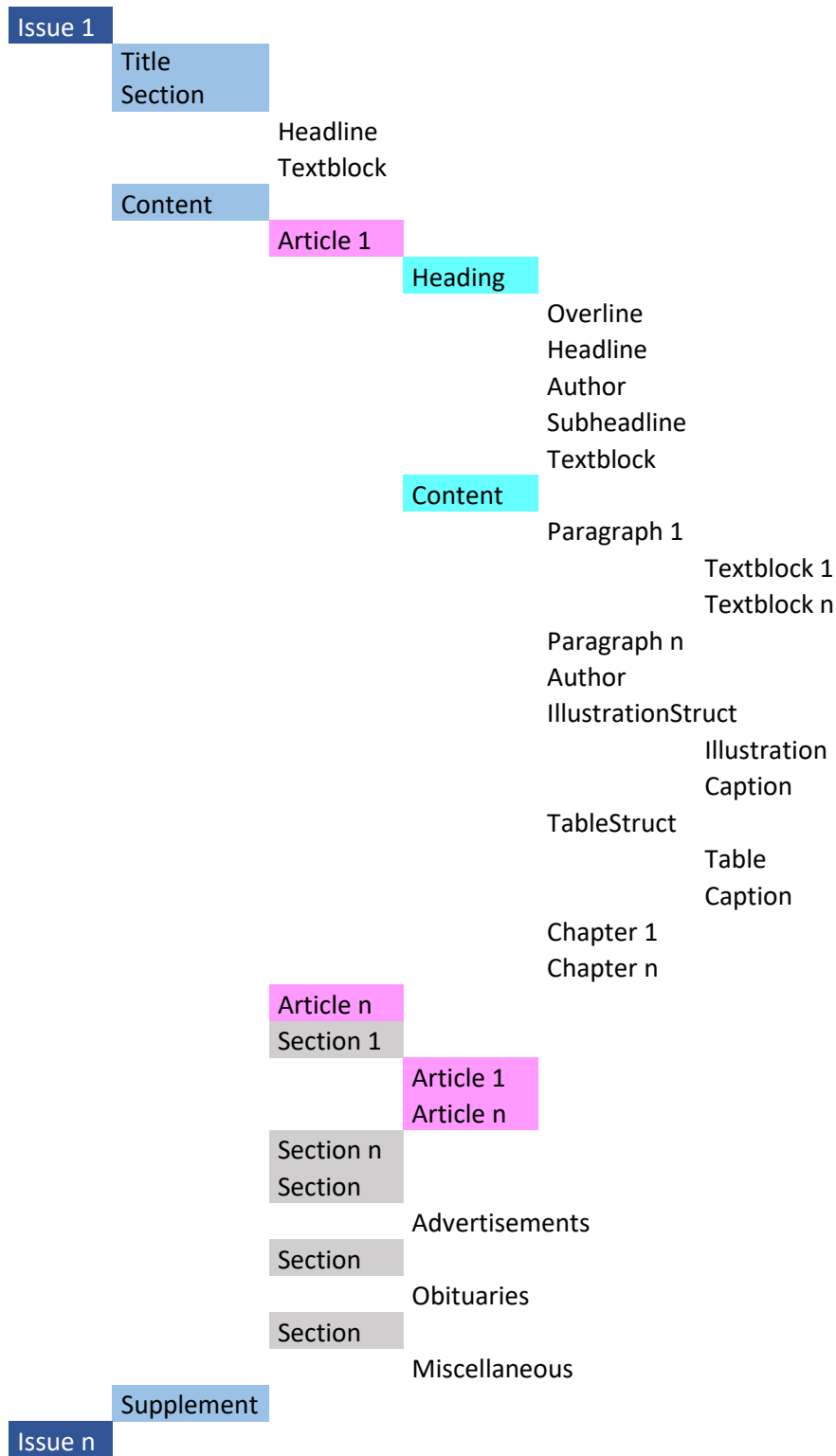
The differences between the requirements in digitization for various types of material were first described in the METAe project. A basic structure was defined, and then refined for the three most common types of documents, i.e. monographs, newspapers and serials.

The differences can be seen below.

For very specialized material (e.g. letters, ephemera, legal documents) a completely new structure definition may be required.

# docWizz workflow types

## Newspaper



### Standard Page Types

- ContentPage
- BlankPage

# docWizz workflow types

## *Standard Zone Types*

- Page Number (not appearing in logical structure/reading sequence)
- Running Title (not appearing in logical structure/reading sequence)
- Headline
- Author
- Text
- Illustration
- Table
- Caption
- Advertisement

# docWizz workflow types

## Monograph

### Monograph/Book

#### Front

CoverSection  
TitleSection  
BastardTitleSection (2<sup>nd</sup> title page only with title)  
Preface  
Table of Content

#### Main

#### Chapter 1

#### Heading

*Overline*  
Headline  
Author  
*Subheadline*  
Textblock

#### Content

Paragraph 1  
Textblock 1  
Textblock n  
Paragraph n  
Author  
IllustrationStruct  
Illustration  
Caption  
TableStruct  
Table  
Caption  
Footnotes  
Chapter 1.1  
...

#### Chapter n

#### Group

#### Chapter 1

#### Chapter n

#### Back

Appendices  
Indices  
CoverSection

### Standard Zone Types

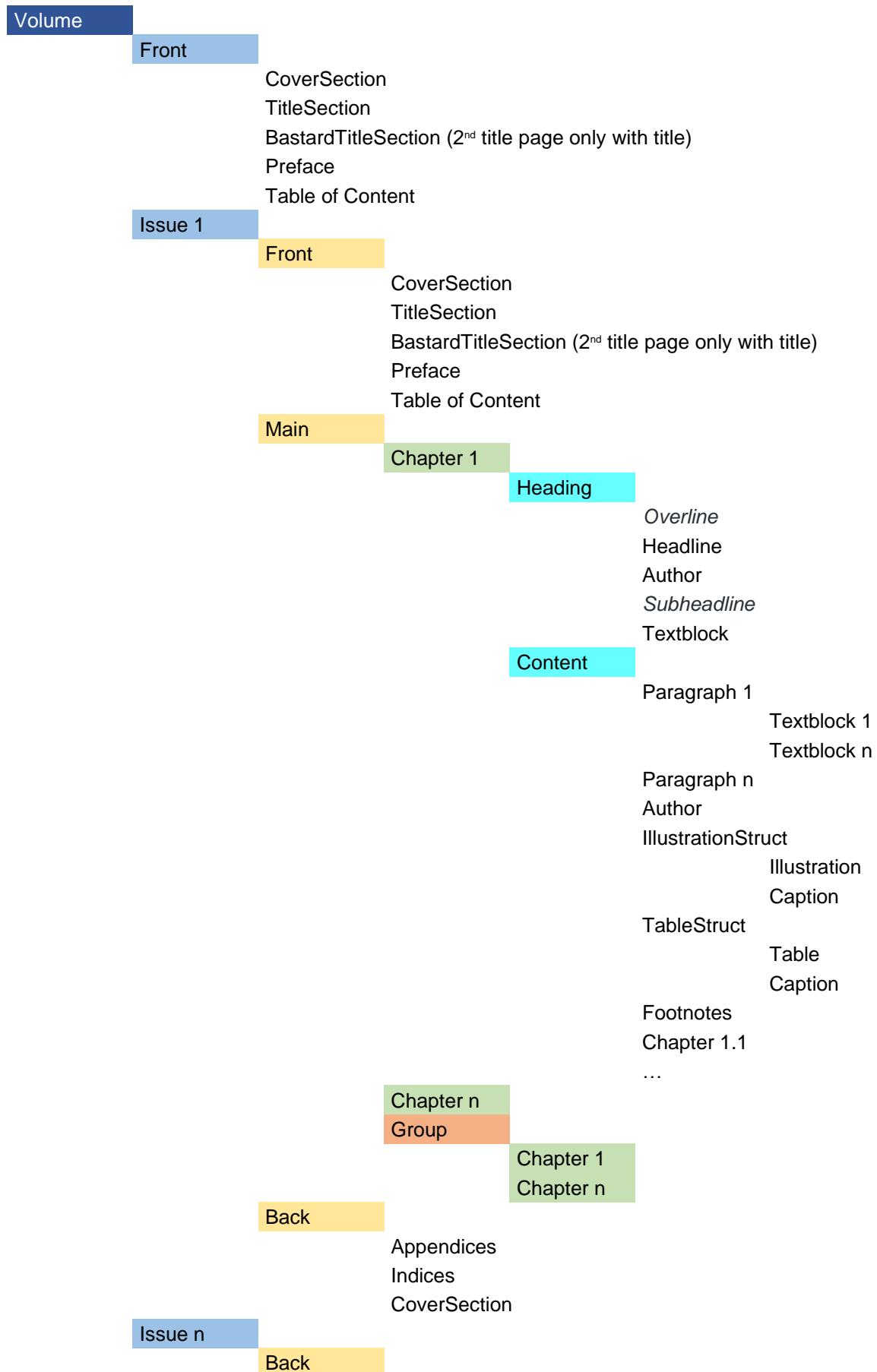
- Page Number (not appearing in logical structure/reading sequence)
- Running Title (not appearing in logical structure/reading sequence)
- Headline
- Author

## docWizz workflow types

- Text
- Illustration
- Table
- Caption
- Advertisement
- Footnote

# docWizz workflow types

## Serial/Journal/Magazine





# docWizz workflow types

Appendices

Indices

CoverSection

## *Standard Page Types*

- CoverPage
- TitlePage
- BastardTitlePage
- ContentPage
- TOCPage
- BlankPage

## *Standard Zone Types*

- Page Number (not appearing in logical structure/reading sequence)
- Running Title (not appearing in logical structure/reading sequence)
- Headline
- Author
- Text
- Illustration
- Table
- Caption
- Advertisement
- Footnote

# docWizz workflow types

## Notes

Newspapers have no front, main, back separation, because the Masthead is always a part of the first content page. Monographs and serials often have many pages in a Front section and a back section.

Letters for example would not have a front/main/back either.

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**CCS Content Conversion Specialists GmbH**

Weidestraße 134

22083 Hamburg, Germany

Phone: +49-(0)40-228582990

E-Mail: [info@content-conversion.com](mailto:info@content-conversion.com)

Website: [www.content-conversion.com](http://www.content-conversion.com)