Scanned Images:

How Well Do They Depict the Subtle Features in Handwriting?

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This project is <u>not</u> intended to be an inquiry into parameters document examiners should use in scanning documents for their own records. Rather, it studies digital images captured by companies and agencies in maintaining records images that are sometimes submitted for examination.

Changes in Technology Present New Challenges Historical changes and/or improvements in document production and preservation

- 1) Originals
- 2) Carbon Copies/NCR Copies
- 3) Photostats
- 4) Photocopies
- 5) Fax Copies
- 6) Storage as Digital Files

What is the best evidence to examine when the original has been destroyed? Is a digital file better than a photocopy?

Some Definitions:

PPI vs. DPI often used interchangeably PPI - pixels per inch, measures image resolution (i.e., resolution on the screen) DPI - dots per inch, measures output resolution (i.e., resolution on the print) Lossless file formats v. Lossy file formats

Files scanned for document preservation are typically stored as tiff (tif) or pdf files, both of which are lossless. At the time the majority of this research was conducted (late 2010 through 2011), I found no companies or agencies that routinely scanned documents for storage in parameters other than black and white or at resolutions higher than 200 ppi.

Since that time, some organizations have upgraded the parameters used for scanning.

Documents stored by Harris County (Texas) are now scanned as black-and-white images at a resolution of <u>300</u> pixels per inch, are stored as tiff files, and are not compressed.

(Prior to mid-2012, their documents were scanned at a resolution of 200 ppi.)

Bank personnel I contacted were all unsure of the scan resolution used by their facilities, but scanning was generally outsourced.

Banking industry literature suggests that the scans are at 200 ppi or less and are in black and white.

Many organizations and companies have this task done off-site and by a company that specializes in scanning (called outsourcing).

Official records for Harris County, Texas (the county in which Houston is located) are scanned in-house. The Project

Writing Instruments Used

Uni-ball Vision Rollerball w/blue ink Zebra F301 ballpoint pen w/black ink Zebra F301 ballpoint pen w/red ink Sanford Sharpie marker w/brown ink Sanford Sharpie marker w/black ink

Paper Used

- Plain white bond paper
- Ruled yellow legal-pad paper

Scanner Used

• Hewlett- Packard Pro 8500 flatbed

scanner

Procedure

- Two sample sheets were prepared.
- Each was scanned in color, in grayscale, and in black-and-white mode at resolutions of 100 ppi, 200 ppi, and 300 ppi and each scan was stored as a tif file.
- The scanning process was repeated and each scan was stored as a pdf file.
- Each black-and-white image was attached to an e-mail and sent from one e-mail address to another, where it was stored. The newlystored image was then attached to a new email and was transmitted again.

Characteristics Examined

- Lightly-written connections or upstrokes
- Stroke directions
- Initial and terminal strokes
- Diacritical marks and punctuation marks
- Replication of overall line quality
- Letter designs
- Replication of internal proportions of letters
- Height and spacing relationships

Two Sample Sheets

Unihall Vision Blue Juna F301 Black BP Juna # 301 Rep BP Sayord Shapie Brown Sanford Sharpie Black ABCDEFGHIJK Our Landon Business is good ABCDEFGHITK Our Landon Busines is good ABDEFGHITK Our London Busines is good ABCDEFGHIJKL Que London Pousiner is good ABUDEFGHISK Our London Busines is good

Eterminian United Vision Blue Zebra F301 BlackBP Zebra F301 Red BP Sanford Sharple Brown Samford Shonpie Black Our London Juscipes is good Dew London Jusiness is good Our Rondon Musiness is good Our Rondon Unisines is good ABCDEFGHIJK 2000 ABCDEFGHIJK ABCDEFGHIJK ABCDEFGHIJK ABCDEFGHIJK



Color Scan - at 300 ppi



B&W Scan - at 300 ppi

BCDEF

Color Scan - at 200 ppi



B&W Scan - at 200ppi



300 ppi









200 ppi









100 ppi











Qui Landon Business

Black & White Scan 200 ppi Grayscale Scan

Our Landa Business

200 ppi

Our Landon Business

Color Scan 200 ppi



Vision Blue 100 PP1 Vision Blue 200 PPI Vision Blue 300 PPI

B&W - 300 ppi Bond paper - pdf file

Color 300 ppi Bond paper - pdf

After 1 e-mail transmission

After 2 e-mail transmissions

First Generation Photocopy made on HP Officejet Pro 8500

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Original



1st Generation Photocopy



B&W Scanned Image 300 ppi



The Results

- 1) Features such as letter designs, internal proportions of letters, and height/spacing relationships were typically accurately depicted, even on images scanned at low resolution.
- 2) Black-and-white scans often have deficiencies in their replication of subtle writing features, including lightly-written strokes, the presence of connections between letters, the character of initial and terminal strokes, diacritical marks, and line quality.

- 3) The lower the resolution, the worse the image. Images scanned in color are consistently significantly better than those scanned in blackand-white mode.
- 4) Images of documents scanned using grayscale parameters are better than those scanned in black and white, but not as good as those scanned in full color.
- 5) Features of the paper, such as ruled lines and folds in the paper, are often not well-depicted in images scanned in black and white.

- 6) No differences in the reproduction of handwriting features were found between the images of handwriting stored as tif files and those stored as pdf files when the two scans were made at the same resolution and using the same mode.
- 7) No noticeable deterioration was found in the scanned tif and pdf files as a result of sending them as attachments to e-mail.

Recommendations

- The original document is always the best evidence.
- If the original is not available, but a photocopy was made directly from the original, obtain it.
- The closer you can get to the original, the better. Receiving the digital image as an e-mail attachment is likely going to provide more information than a print made from that digital image.
- Remember what may be missing.

Images of documents captured by scanning often provide <u>useful</u> <u>information</u> about the handwriting.

When the original has been destroyed or is not available for examination, the digital image of the document should not be disregarded.

While there are limitations inherent in the examination of scanned images, in many instances these images (especially images scanned in color and/or higherresolution scans) <u>are</u> sufficient for a reliable evaluation of the handwriting.