

Methodology report EAP 1559

November 2024

The Egyptian Cinema and Theater Photo Collection consists of 20 albums containing 743 black-and-white photos documenting Egyptian films and plays from 1913 to 1952. These albums also feature press clippings, 36 cover pages from *al-Kawakeb* magazine, and 20 autographs of renowned Egyptian actors.

- To expand the collection, loose pre-1960 photos from a related set were added as a 21st album. This album, holding 41 photos, allows for streamlined cataloging and maintains consistency with the original project by organizing images from the most recent to the oldest. Eventually, the new album will be re-integrated into its original collection, remaining accessible on both the AUB Libraries page and the British Library's EAP webpage.
- All albums' pages were captured in portrait orientation to match the albums' format. However, the final album, created from loose images, was captured in landscape orientation to ensure that the full area of the album's pages were captured in the digital image. The conservation lab prepared the new album within two weeks, followed by one week for cataloging the images and later scanning.
- Due to wartime delays, a grant extension was requested to buy the hard drive, on which the digital images will be copied to be mailed to the British Library, the request was kindly approved by the EAP team, thus allowing the budget to be reallocated to cover increased material costs.
- Acid-free boxes were created to protect the 21 albums, which were then transferred to the manuscript room for optimal preservation.