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Microfilms were used as an important storage method for organizations in the decades of 80's and 90's. The whole task was to convert the documents into images and store them on microfilms. But today, the entire process has been made even simpler and convenient. It involves the scanning of microfilm through a microfilm scanner and then converting and storing it in a digital format on the computer.

The greatest advantage that the microfilm scanners offer is that they can scan negatives. Negatives have a better colour contrast and depth than the actual photographs. Most films offer atleast 3000 dpi as compared to only 300 for prints. Scanning a negative will give a high quality picture as it is the primary source. Moreover, microfilm scanners offer a greater resolution for the pictures than the flatbed scanners. It is important to note that the computer must offer lots of free memory space in order to accommodate high resolution scans.

Here are a few of the common advantages that the businesses might enjoy if they choose a digital film scanner:

- 1. No more need of microfilm readers to locate the documents. All one needs is to search for the documents in the computer.
- 2. Documents can be distributed off-site.
- 3. The storage space used for storing microfilms is saved.
- 4. It saves time as a particular document on a film need not carefully searched.
- 5. Microfilms are fragile and it can be hazardous for the organization to lose information on them.

Microfilm scanners are manufactured by many reputed companies like HP, Epson, Nikon, Canon, Microtec etc. Most often the most important quality of the scanner considered is its dpi or dots per inches. This decides the resolution of the scanner and the quality of output it might offer.

The process of film scanning is simple. If one is opting for a film scanning service then the service shows you the quality of scan for approval in the beginning before starting the original scanning process. Imaging enhancements are added afterwards to boost the quality of the output. Once the film scanning is done, the electronic indexing can be done according to requirements. Many scanners also come with the software to enhance images and indexing.

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