

alternating black and white line pairs. Each pattern contains both vertical and horizontal line pairs and is numbered – the smaller the pattern, the higher the number.

Scratch: Damage that occurs when film is inadvertently scraped. Can be caused by improper handling or malfunctioning equipment, and can occur on either the emulsion or the polyester base.

Service Copy (also SC, Positive Copy, or third generation film): The copy of the microfilm that will be used by readers. Generally a positive service copy is made. See also *archive master* and *print master*.

Skew: The degree to which the image that appears on film is “off-square” from the film. Skew is measured from the two corners of the document image parallel to the longitudinal edge of the projected image frame.

Splice: A joint made by ultrasonically welding two pieces of film together so they will function as a single piece. Splices can also be made using tape, ultrasonic welding, or thermal methods. However, tape splices do not meet preservation guidelines.

Splicer: A device for joining strips of photographic film.

Target: Used throughout a reel to convey information a future reader might need (such as a bibliographic record target or a copyright target) or to provide a basis for quality testing of the film (such as a *resolution target* or *uniform density target*).

Tie-Wrap (or Button and String Tie): An acid-free covering that protects a reel of microfilm.

Trailer: Clear film added to the end of a reel. Used for protection of images from *fog* and handling *scratches* and for threading into micrographics equipment.

Uniform Density Target: A single sheet of clean white bond paper or card stock, filmed at the beginning and end of every reel. The target should completely fill the image area and its primary function is to verify light balance.