



#### Company

- Sport Lisboa e Benfica
- Location: Lisbon
- Sector of business: Sports club
- Workers: 400
- Business volume: 98 Million Euros
- Site: <http://www.slbenfica.pt>

#### Implementation Partner

- APRIVA

#### Technology

- Addapt Document Management.
- Abbyy FineReader Engine 9.0.
- Scanner Bookeye 3 R2.

#### Aims

- To recover and make online information available from information with over 100 years of history.
- To prepare the information so that it can be looked up easily and quickly by Benfica's media.
- To allow the documents to work as a support to the Benfica Museum project.

#### Challenges and Opportunities

- Recover, treat and digitalize the document goods and guarantee good conditions for preserving the documents and trophies.
- The Project is currently a reference in terms of register of historic and current goods of an institution.



## SPORT LISBOA E BENFICA Preserving the history of the Club to expand its identity

With over 100 years of history to be preserved in the Documentation and Information Centre of Sport Lisboa e Benfica, which brings together the best practices of conserving the large amount of documentation and the best document management technology to guarantee online access to information.

News of national and international championships, references to the main players, cups won and moments of glory in various sports are part of a history of more than 100 years that Sport Lisboa e Benfica now wants to recover, valuing the information and making it available online.

Throughout the years the various changes to the Club's facilities and the inexistence of proper places to store the documents inherited delayed the preservation of the heritage and the access to the information. But the current Directors decided to in-

vest in this project as they considered the conservation of the documents to be of greater relevance as well as the documents being of easy access, because the history of the Club connects unequivocally with the history of the country.

The new Documentation and Information centre, together with the Department of Conservation and Restoration are key elements for the preservation, organization and access of all the documents online, being supported by the best practices of the market and the best technology, a conjugation that makes the work already carried out an example at a National level.

The project is about creating digital documents based on 100 years of newspapers and magazines in the archive, through their digitalization. The aim is also to add cataloguing and indexing of works and articles according to archive and library science regulations.

*"Apriva developed a solution that allows not only the digitalized documents to be organized and catalogued on the Web but also the works to be indexed and the whole text made available and editable with the help of an OCR tool"*

Rita Costa, person in charge of the project in the Club.



*“This solution is totally adapted to Benfica and its needs, whilst not neglecting the archive and library science regulations”*

**Rita Costa**, person in charge of the project in the Club.

## **SPORT LISBOA E BENFICA** Preserving the history of the Club to expand its identity

Apriva’s document management solution came up as a natural candidate for this project because of the relationship that it already had with the Club and the reliability of the technology and the partnership proposed, which revealed the understanding of Benfica’s needs and presented a solution adequate to the challenges.

With technological support from Apriva and the scientific advisory entity of the Faculdade de Letras da Universidade de Letras – Languages Faculty, with which Benfica carried out a cooperation protocol for the execution of curricular internships and support to the carrying out of projects, the project was implemented in a record time. Only 3 months were necessary for the identification of the needs, definition of the project and the development, which allowed the team to start working quickly in the digitalization and indexing of the documents.

“Apriva developed a solution that allows not only the digitalized documents to be organized and catalogued on the Web, but also the works to be indexed and the whole text made available and editable using an OCR tool. This solution is totally adapted to Benfica and its needs, however, not forgetting the library and archival regulations”, explains Rita Costa, the person in charge of the project in the Club.

In the preparation stage the publications are organized by collection and in chronological order, the priority materials for cataloguing and digitalization, capturing text/indexing and spelling correction being chosen after this, thus creating the digital document. The support of Apriva in choosing the most suitable planetary scanner was also relevant to reunite the best conditions for a quick digitalization of those documents.

### **Platform to grow**

The structure of the solution presented by Apriva aimed at the development of a platform that allowed Benfica the autonomy in the maintenance

and administration of the system, guaranteeing flexibility to the Club. “At this time we can state that about 50% of the front-end was parameterized directly by Benfica as the needs arose, from the introduction of new cataloguing fields to the construction of a specific thesaurus for this project”, explains João Pedro Duarte, director of Apriva.

This flexibility and the growing and adapting capacity have revealed themselves as the main features of the document management platform, 43fwing to adjust to the needs of the Club.

### **Long-term gains**

The success obtained already allows the victories to be counted. CDI has been operational for about one year, being that it is already possible to look up a few works and historical articles. Although there is still a long way to go, the quality of the project steers it towards becoming a reference in terms of the register of the historical and current goods of an institution.

The next steps aim to enriching the Project. After the digitalization and indexing of the written press, Benfica will carry out the digitalization and description of the archive documents of the Club that have historical relevance. The Club also wants to add to these inherited goods, documents from other institutions, such as federations and associations of various modalities, municipal archives and national newspapers, as well as foreign newspapers and clubs, with which it aims to carry out digitalization and picture exchange protocols. Other personal goods of people linked to the Club, may also come to be part of the Documentation Centre.

The work carried out in the Documentation Centre assumes direct impact on the Museum’s building project that will require the preparation of content to enrich the exhibition, task that will feed from the information found in the documents of the documental goods of the Club.