
**Finding Aid for the Edward Ruscha Photographs of Los Angeles Streets,
1974-2010**

Beth Ann Guynn

Descriptive Summary

Title: Edward Ruscha photographs of Los Angeles streets

Date (inclusive): 1974-2010

Number: 2012.M.2

Creator/Collector: Ruscha, Edward

Physical Description: 35 Linear Feet

Physical Description: 28 boxes

Physical Description: 58 GB(3,827 files)

Repository:

The Getty Research Institute

Special Collections

1200 Getty Center Drive, Suite 1100

Los Angeles 90049-1688

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URL: <http://hdl.handle.net/10020/askref>

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Abstract: The archive is comprised of Edward Ruscha's ongoing photographic documentation of Los Angeles thoroughfares. Included are shoots of three streets made in the 1970s: Santa Monica Boulevard and Pacific Coast Highway, 1974; and Melrose Avenue, 1975; and over 40 shoots made since 2007. These shoots represent more than twenty-five streets including Sepulveda, Pico, Olympic, Wilshire, La Cienega, and Beverly boulevards.

Request Materials: Request access to the physical materials described in this inventory through the [catalog record](#) for this collection. Click here for the [access policy](#).

Language: Collection material is in English.

Biographical/Historical Note

The American artist Edward Joseph Ruscha IV was born in Omaha, Nebraska on December 16, 1937 to Edward Ruscha III, an insurance auditor, and his wife Dorothy Driscoll Ruscha. He was raised in Oklahoma City where he met his lifelong friends Mason Williams, Joe Goode, and Jerry McMillan. After graduation from high school he drove to California with Mason Williams to attend Chouinard Art Institute (now California Institute of the Arts). Robert Irwin and Emerson Woelffer were among the teachers who would have an especially strong influence on him.

Ruscha graduated from Chouinard in 1960 and in 1961 made his first trip to Europe, traveling with his mother and older sister Shelby by car for seven months. The numerous travel images he took with his Yashika camera that include storefronts, window displays, and billboards, as well as the perhaps more typical images of people they met on their journey, thematically and stylistically prefigure the photographs he was soon to take for his early artist's books such as *Twentysix Gasoline Stations* (1963) and *Some Los Angeles Apartments* (1965).

A visit to New York on his way back to California opened Ruscha's eyes to Pop Art, and the work he subsequently created was included in *New Painting of Common Objects*, the first exhibition of Pop Art, curated by Walter Hopps at the Pasadena Art Museum in 1962. The following year Hopps gave Ruscha his first solo show at Ferus Gallery. Informed by Pop Art and the distinctive billboard culture of Los Angeles, Ruscha went on to become a pivotal presence in the West Coast and Conceptual art scenes.

Although much of Ruscha's work is informed by or uses photography as its point of departure, he sees himself not as a photographer but as someone who uses the medium of photography as part of his larger artistic practice. His early photographic artist's books, many of which further distill the quotidian elements of the Los Angeles cityscape - parking lots, urban streets, and apartment buildings - into serial imagery, have fundamentally altered the genre of the artist's book through their use of photography and commercial production methods. Yet in a discussion of his artist's books with Silvia Wolf, Ruscha noted, "My use of the camera is still a tool to make a picture...At the time I was into making pictures that happened to be photographs, rather than making 'photographs' ("Nostalgia and New Editions; A Conversation with Ed Ruscha," in *Ed Ruscha and Photography*, 2004, p. 257).

Known for the drawings and paintings of words and phrases that he began making in the 1960s, as well as for his artist's books, Ruscha is one of the pre-eminent artists of his generation. He has exhibited widely in the United States and abroad. His first international exhibition was in Cologne at Galerie Rudolf Zwirner in 1968. A few years later he began showing at Leo Castelli Gallery in New York, and his first retrospective was held at the San Francisco Museum of Modern Art in 1982. He is currently represented by Gagolian Gallery (Los Angeles and New York).

Access

Open for use by qualified researchers. Film negative and positive reels are unavailable due to conservation concerns.

Publication Rights

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Preferred Citation

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<http://hdl.handle.net/10020/cifa2012m2>

Acquisition Information

Promised gift of Ed Ruscha.

Processing History

Processed by Beth Ann Guynn and Linda Kleiger in 2012. Digital materials processed by Laura Schroffel in 2017 and 2019. Some filenames were edited for disambiguation. Original filenames were retained as labels in the viewer.

Appraisal

Duplicate born digital files were not retained in this collection according to the Library's digital preservation and privacy policies.

Related Archival Materials

The Getty Research Library also holds the Edward Ruscha Photographs of Sunset Boulevard and Hollywood Boulevard collection, Special Collection accession number 2012.M.1.

Scope and Content of Collection

The collection is comprised of Edward Ruscha's ongoing photographic documentation of Los Angeles thoroughfares. This material demonstrates Ruscha's interest in producing an almost comprehensive representation of the city's main streets. Included are shoots of three streets made in the 1970s: Santa Monica Boulevard and Pacific Coast Highway, 1974; and Melrose Avenue, 1975; and over 40 streets shot since 2007. These later shoots represent more than twenty-five streets including Sepulveda, Pico, Olympic, Wilshire, La Cienega, and Beverly Boulevards. Some shoots record groups or "suites" of streets such as the Chinatown, La Brea, and Silverlake areas.

The shoots from the 1970s are represented primarily by strip negatives and corresponding [?] contact sheets (approximately 10,500 negatives and circa 100 contact sheets containing approximately 9,800 frames). Documentation consists primarily of relevant pages photocopied from the production notebooks found in box 7 of the Getty Research Institute's companion collection, Edward Ruscha Photographs of Sunset Boulevard and Hollywood Boulevard, 1965-2000, accession number 2012.R.1.

From 2007 onward Ruscha generally documented a street in two shoots, usually two single days or two periods of two days or periods of consecutive days. Each shoot is represented by a negative reel (49 reels total). The two negative reels for each street were then combined by the Los Angeles film lab FotoKem in a single positive reel (24 reels total).

Documentation for each shoot consists primarily of cue and footage sheets and invoices from the FotoKem labs.

[Connect to finding aid and digitized images in the Research Collections Viewer](#)

Arrangement

The collection is arranged chronologically by shoot date.

Subjects - Topics

Streets -- United States -- Los Angeles

Subjects - Places

Pacific Coast Highway -- Description and travel

Los Angeles (Calif.) -- Description and travel

Sunset Boulevard (Los Angeles, Calif.) -- Description and travel

Santa Monica Boulevard (Los Angeles, Calif.) -- Description and travel

Silver Lake (Los Angeles, Calif.) -- Description and travel

Melrose Avenue (Los Angeles, Calif.) -- Description and travel

Wilshire Boulevard (Los Angeles, Calif.) -- Description and travel

La Brea Avenue (Los Angeles, Calif.) -- Description and travel

Genres and Forms of Material

Compact discs -- California -- Los Angeles -- 20th century
Contact sheets -- California -- Los Angeles -- 20th century
Photographic film (photographic materials) -- California -- Los Angeles -- 21st century
Photographic film (photographic materials) -- California -- Los Angeles -- 20th century
Black-and-white negatives -- California -- Los Angeles -- 20th century

Contributors

Ruscha, Edward

Edward Ruscha photographs of Los Angeles streets

1970s, 1974-1975

Scope and Content Note

Materials from shoots of Los Angeles streets made during the 1970s. Streets included are Santa Monica Boulevard, Pacific Coast Highway, and Melrose Avenue.

1974 shoots, 1974

box 1-3

Santa Monica Boulevard

Scope and Content Note

Shoot occurred on August 4, 1974.

box 1

Negatives

box 1, folder 1

Negative strips

Scope and Content Note

284 strips of 13 frame negatives (final strip is six frames).

box 1, folder 2

Cut negatives

box 2*

Contact sheets

Scope and Content Note

Thirty-six contact sheets containing 11 strips of 13 frames corresponding to negatives above. Annotated with sheet and strip numbers; yellow cross street labels adhered to sheets. Sheet no. 34 is printed twice, clipped together and annotated as darker and lighter print. Also included are seven contact sheets labeled "proof too dark," "proof too light," or "strips reversed"; and six sheets, three which have sticky notes on them.

box 3, folder 1

Documentation

Scope and Content Note

Four pages of production notes photocopied from the green production notebook. (Notebook is contained in 2012.M.1, Box 7, Folder 13.)

box 3-6

Pacific Coast Highway

Scope and Content Note

Shoot occurred on December 15, 1974.

box 4, folder 1

Negatives

Scope and Content Note

235 strips of 13 frame negatives.

box 5, box 5-6

Contact sheets

box 5, folder 1

19 x13 inch sheets

Scope and Content Note

Twenty-one 13 frame (11 strip) contact sheets and one sheet with 4 strips corresponding to negatives above; seven test contact sheets including four versions of the same sheet, marked variously on versos: test; shadows; normal.

box 6, item D1-D2

CDs of contact sheets

Physical Description: 9 GB(3,397 files)

Scope and Content Note

D1: 1 computer disc (CD) : digital ; 4 3/4 in. marked: PCH 1974 / Ed Ruscha / Streets / contacts only / JPEGS / 13 x 19" / 300 DPI / 85 Mg. D2 1 computer disc (DVD) : digital ; 4 3/4 in. marked: PCH 1974 / Ed Ruscha / Streets / digital contacts / all data.

D1 contains 22 image files (.jpg) of the full contact sheets. D2 contains 27 image files (.psd) of full contact sheets and 3,342 image files (.jpg) of individual frames from reels.

box 5, folder 2

Index prints

Scope and Content Note

One sheet containing negative strips 210-220.

box 3, folder 2

Documentation

Scope and Content Note

Three pages of production notes photocopied from the green production notebook. (Notebook is contained in 2012.M.1, Box 7, Folder 13.)

1975 Melrose Avenue shoot, 1975

Scope and Content Note

Shoot occurred on May 4, 1975.

box 4, folder 2

Negatives

Scope and Content Note

289 strips of 13 frame negatives (final strip is three frames).

box 7, folder 1

Contact sheets

Scope and Content Note

Twenty-six contact sheets containing eleven strips of 13 frames, corresponding to negatives above. A photo of each take is marked in yellow. Also included are three sheets of outtakes and one smaller sheet of 4 x 6 1/2 inch and 1 x 4 inch frames; one dark print comprised of seven strips of 12 frames (strip nos. 115-121); and one cut sheet consisting of two strips of 13 frames and one strip of three frames (strips 287-289).

box 3, folder 3

Documentation

Scope and Content Note

Three pages of production notes photocopied from the green production notebook. (Notebook is contained in 2012.M.1, Box 7, Folder 13.)

box 7, folder 2

Unidentified shoots, circa 1974-circa 1975

Scope and Content Note

Includes four taped contact sheets marked "misc proof"; two contact sheets marked "Pacific Coast Highway," and two additional contact sheets.

2007-2010

Scope and Content Note

Shoots made since 2007 when Ruscha resumed his documentation of Los Angeles streets. Most of the shoots were done over a period of two or more days. Each shoot usually consists of two negative reels and one positive reel. For the most part the negative reels are either labeled with a specific date(s) within the broader shoot date or are identified as "first run" and "second run." Dates recorded on the leaders, individual spliced rolls and other documentation may vary from these dates. Additionally, each negative reel comprised various smaller rolls of film that are spliced together; these rolls are not sequentially numbered. Footage is taken from labels on leaders, canisters or boxes, and may vary from source to source. Documentation consists primarily of Foto-Kem materials such as cue and footage sheets and invoices.

2007 shoots, 2007-2010

Scope and Content Note

Shoots include Sunset Boulevard, Santa Monica Boulevard, and Melrose Avenue.

box 3, 8-9

Sunset Boulevard, 2007-2010

Scope and Content Note

Shoot took place fromn June 9 to June 13, 2007; 24.6 miles.

box 8

Negative film reels, 2007 June 6-2007 June 13

Scope and Content Note

This reel was actually shot from June 10 to 13.

box 8, item FN1

2007 June 6

Scope and Content Note

955 feet of film.

box 8, item FN2

2007 June 10-2007 June 13

Scope and Content Note

991 feet of film.

box 8, item FN3

Blank leader, 2007 June 10-2007 June 13

Scope and Content Note

Two passes: north/east; south/west. No footage recorded.

box 9, item FP1
box 3, folder 3
box 3, 8-9

**Positive film reel, 2010
Documentation, 2010
Santa Monica Boulevard, 2007**

Scope and Content Note

Shoot occurred on July 12, 2008; 14.13 miles.

box 8
box 8, item FN4

Negative film reels, 2007 July 12

First run

Scope and Content Note

572 feet of film.

box 8, item FN5

Second run

Scope and Content Note

575 feet of film.

box 9, item FP2
box 3, folder 4

**Positive film reel, 2010
Documentation, 2010**

box 3, 9-10	Melrose Avenue, 2007-2010 Scope and Content Note Shoot occurred on July 12, 2008; 6.1 miles.
box 10 box 10, item FN6	Negative film reels, 2007 July 12 First run Scope and Content Note 327 feet of film.
box 10, item FN7	Second run Scope and Content Note 292 feet of film.
box 9, item FP3 box 3, folder 4	Positive film reel, 2010 Documentation, 2010 2008 shoots, 2008 Scope and Content Note Shoots include Olympic, Wilshire, Beverly, Pico, and Venice boulevards, as well as Western Avenue.
box 3, 9-10	Olympic Boulevard, 2008 Scope and Content Note Shooting occurred from June 13 to June 16, 2008; 24.6 miles.
box 10 box 10, item FN8	Negative film reels, 2008 June 13-2008 June 16 2008 June 13 Scope and Content Note 947 feet of film.
box 10, item FN9	2008 June 15-2008 June 16 Scope and Content Note 971 feet of film.
box 9, item FP4 box 3, folder 5 box 3, 9-10	Positive film reel, 2010 Documentation, 2010 Wilshire Boulevard, 2008-2010 Scope and Content Note Shoot occurred on June 21 and June 23, 2008; 15.8 miles.
box 10 box 10, item FN10	Negative film reels, 2008 June 21-2008 June 23 2008 June 20 Scope and Content Note 587 feet of film.
box 10, item FN11	2008 June 23 Scope and Content Note 633 feet of film.
box 9, item FP5 box 3, folder 6 box 3, 11-12	Positive film reel, 2010 Documentation, 2010 Beverly Boulevard, 2008-2010 Scope and Content Note Shoot occurred on June 20 and June 23, 2008; 13.2 miles.

box 11 box 11, item FN12	Negative film reels, 2008 June 20-2008 June 23 2008 June 20 Scope and Content Note 667 feet of film.
box 11, item FN13	2008 June 23 Scope and Content Note 345 feet of film. Annotation on cannister label: West only / 8.37 mi.
box 12, item FP6 box 3, folder 7 box 3, 11-12	Positive film reel, 2010 Documentation, 2010 Pico Boulevard, 2008-2010 Scope and Content Note Shoot took place from August 30 to September 2, 2008; 15.6 miles.
box 11 box 11, item FN14	Negative film reels, 2008 August 30-2008 September 2 2008 August 30-2008 August 31 Scope and Content Note 710 feet of film.
box 11, item FN15	2008 September 1-2008 September 2 Scope and Content Note 693 feet of film.
box 12, item FP7 box 3, folder 8 box ADD2, item CM1-CM7	Positive film reel, 2010 Documentation, 2010 DVDs of VistaVision test 2008 Physical Description: 48.9 GB(321 files) Scope and Content Note 7 computer discs (CD) : digital ; 4 3/4 in. Discs contain 150 individual color images (.tif) of Pico Boulevard heading east from Dunsmuir to Rimpauriginal. Files were converted to jpeg format for access. CM7 contains 150 duplicate (.dpx) files that have been retained for preservation but are not accessible.
box 3, 12-13	Venice Boulevard, 2008-2010 Scope and Content Note Shoot took place on August 28 and August 31, 2008 and from September 1 to September 3, 2008; 13.3 miles.
box 13 box 13, item FN16	Negative film reels, 2008 August 28-2008 September 3 2008 August 28 and 31; 2008 September 1 Scope and Content Note 500 feet of film; crossed out and corrected on label as: 612 feet.
box 13, item FN17	2008 September 1-3 Scope and Content Note 447 feet of film; crossed out and corrected on label as: 583 feet.
box 3, folder 9 box 12, item FP8 box 3, 12-13	Documentation, 2010 Film positive, 2010 Western Avenue, 2008-2010 Scope and Content Note Shoot took place from November 7 to November 10, 2008; 27.1 miles.

box 13 box 13, item FN18	Negative film reels, 2008 November 7-2008 November 10 2008 November 7-2008 November 8 Scope and Content Note 1049 feet of film.
box 13, item FN19	2008 November 9-2008 November 10 Scope and Content Note 1103 feet of film.
box 12, item FP9 box 3, folder 10	Positive film reel, 2010 Documentation, 2010 2009 shoots, 2009 Scope and Content Note Streets documented include Franklin and Fountain avenues, Ventura Boulevard, Third Street, Pacific Coast Highway, Sepulveda Boulevard, Figueroa Street, La Cienega Boulevard,
box 3, 14, 15	Franklin Avenue and Fountain Avenue, 2009-2010 Scope and Content Note Shoot occurred on May 17, 2009; Fountain Avenue 6.2 miles; Franklin Avenue 4.7 miles.
box 14 box 14, item FN20	Negative film reels, 2009 May 17 First run Scope and Content Note Fountain Avenue: 341 feet of film. Franklin Avenue: 231 feet of film.
box 14, item FN21	Second run Scope and Content Note Fountain Avenue: 354 feet of film. Franklin Avenue: 188 feet of film.
box 15, item FP10 box 3, folder 11 box 3, 14, 15	Positive film reel, 2010 Documentation, 2010 Ventura Boulevard, 2009-2010 Scope and Content Note Shoot took place on June 26 and June 27, 2009; 16.5 miles.
box 14 box 14, item FN22	Negative film reels, 2009 June 26-2009 June 27 First run Scope and Content Note 606 feet of film; crossed out and corrected on label as: 592 feet.
box 14, item FN23	Second run Scope and Content Note 602 feet of film.
box 15, item FP11 box 3, folder 12 box 3, 15, 16	Positive film reel, 2010 Documentation, 2010 Third Street, 2009-2010 Scope and Content Note Shoot took place on June 28 and June 29, 2009; 13.6 miles.
box 16	Negative film reels, 2009

box 16, item FN24

First run

Scope and Content Note

599 feet of film.

box 16, item FN25

Second run

Scope and Content Note

680 feet of film.

box 15, item FP12
box 3, folder 13
box 3, 15, 16

**Positive film reel, 2010
Documentation, 2010
Pacific Coast Highway, 2009-2010**

Scope and Content Note

Shoot took place on August 29 and September 1, 2009; 27.4 miles.

box 16
box 16, item FN26

Negative film reels, 2009

First run

Scope and Content Note

880 feet of film.

box 16, item FN27

Second run

Scope and Content Note

892 feet of film.

box 15, item FP13
box 3, folder 14
box 3, 17

**Positive film reel, 2010
Documentation, 2010
Sepulveda Boulevard, 2009-2010**

Scope and Content Note

Shoot took place between November 1 and November 15, 2009; 44.1 miles.

box 17
box 17, item FN28

Negative film reels, 2009

First run

Scope and Content Note

1492 feet of film.

box 17, item FN29

Second run

Scope and Content Note

1632 feet of film; crossed out and corrected on label as: 1952 feet.

box 17, item FP14
box 3, folder 15
box 3, 18

**Positive film reel, 2010
Documentation, 2010
Figueroa Street, 2009-2010**

Scope and Content Note

Shoot took place on November 16 and November 20, 2009; 31.8 miles.

box 18
box 18, item FN30

Negative film reels, 2009

First run

Scope and Content Note

1130 feet of film.

box 18, item FN31

Second run

Scope and Content Note

1108 feet of film.

box 18, item FP14

Positive film reel, 2010

box 3, folder 16
box 3, 19-20

Documentation, 2010
La Cienega Boulevard, 2009-2010

Scope and Content Note

Shoot occurred on December 21 and December 22, 2009; 13.6 miles.

box 19
box 19, item FN32

Negative film reels, 2009

First run

Scope and Content Note

482 feet of film.

box 19, item FN33

Second run

Scope and Content Note

501 feet of film.

box 20, item FP16
box 3, folder 17

Positive film reel, 2010
Documentation, 2010
2010 shoots, 2010

Scope and Content Note

Individual streets documented include Hollywood, Culver, Century, Lincoln, San Vicente, and Washington boulevards. "Suites" of streets recorded include the Chinatown, La Brea, and Silver Lake areas.

box 3, 20, 21

Chinatown

Scope and Content Note

Shoot took place on January 15 and January 20, 2010. Streets documented include Hill Street, Spring Street and Broadway. No mileage recorded.

box 21
box 21, item FN34

Negative film reels

First run

Scope and Content Note

1118 feet of film.

box 21, item FN35

Balance

Scope and Content Note

1114 feet of film.

box 20, item FP17
box 3, folder 18
box 3, 19, 22

Positive film reel
Documentation
La Brea Suite

Scope and Content Note

Shoot took place between April 22 and April 25, 2010. Streets documented include La Brea, Fairfax, Highland, and Rossmore avenues and Vine Street. No mileage.

box 22
box 22, item FN36

Negative film reels

First run

Scope and Content Note

1173 feet of film; crossed out and corrected on label as: 1141 feet.

box 22, item FN37

Balance

Scope and Content Note

1173 feet of film; crossed out and corrected on label as: 1135 feet.

box 19, item FP18
box 3, folder 19

Positive film reel
Documentation

box 3, 19, 20

Hollywood Boulevard

Scope and Content Note

Shoot took place between July 10 and July 12, 2010; 6.4 miles.

box 19

box 19, item FN38

Negative film reels

First run

Scope and Content Note

488 feet of film.

box 19, item FN39

Second run

Scope and Content Note

482 feet of film.

box 20, item FP19

box 3, folder 20

box 3, 23

Positive film reel

Documentation

Culver Boulevard

Scope and Content Note

Shoot took place between March 25 and March 28, 2010; 31 miles. Shoot ended at Point Ferman.

box 23

box 23, item FN40

Negative film reels

First run

Scope and Content Note

1414 feet of film.

box 23, item FN41

Second run

Scope and Content Note

1349 feet of film.

box 23, item FP20

box 3, folder 21

box 3, 21, 24

Positive film reel

Documentation

Century Boulevard

Scope and Content Note

Shoot took place between July 10 and July 13, 2010; 13.2 miles.

box 24

box 24, item FN42

Negative film reels

First run

Scope and Content Note

562 feet of film.

box 24, item FN43

Second run

Scope and Content Note

461 feet of film.

box 21, item FP21

box 3, folder 22

box 3, 24, 25

Positive film reel

Documentation

Lincoln Boulevard and San Vicente Boulevard

Scope and Content Note

Shoot took place between July 10 and July 13, 2010; Lincoln Boulevard 8.8 miles; San Vicente Boulevard 4.4 miles.

box 24

Negative film reels

box 24, item FN44

First run

Scope and Content Note

First label: Lincoln Blvd. 8.8 miles; 349 feet. Annotation: W/San Vicente; 501' (footage crossed out). Second label: San Vicente Blvd. 4.4 miles; 305'.

box 24, item FN45

Second run

Scope and Content Note

Lincoln Boulevard: 337 feet of film; San Vicente Boulevard 144 feet of film.

box 25, item FP22
box 3, folder 23
box 3, 25, 26

Positive film reel

Documentation

Washington Boulevard

Scope and Content Note

Shoot took place between August 14 and August 17, 2010; 27.7 miles.

box 26
box 26, item FN46

Negative film reels

First run

Scope and Content Note

1024 feet of film.

box 26, item FN47

Second run

Scope and Content Note

1067 feet of film.

box 25, item FP23
box 3, folder 24
box 3, 27

Positive film reel

Documentation

Silver Lake Suite

Scope and Content Note

Shoot took place between September 20 and September 22, 2010. The ten streets documented were: Silver Lake Boulevard, Hoover Street, Virgil Avenue, Hillhurst Avenue, Los Feliz Boulevard, Hyperion Avenue, Alvarado Street, Echo Park Avenue, Glendale Boulevard, and Rowena Avenue.

box 27
box 27, item FN48

Negative film reels

First run [?]

Scope and Content Note

1689 feet of film.

box 27, item FN49

Balance

Scope and Content Note

1689 feet of film; corrected on label as 1241 feet.

box 27, item FP24
box 3, folder 25
box 28

Positive film reel

Documentation

Slow moving vehicle sign, 2007

Scope and Content Note

Sign used in the truck during shooting, hand lettered by Paul Ruscha in English and Spanish.

Project documentation 1973-2010 2010-2011

Physical Description: 0.195 GB(109 files)

Scope and Content Note

1 computer disc (CD-ROM) : digital ; 4 3/4 in. CM8 contains pdf files, spreadsheets (.xls), and word processing documents in OpenDocument Text (.odt) and Rich Text Format (.rtf). Pdfs that were duplicates of spreadsheets were used for access. When no pdf duplicate existed a pdf was generated for access. All Rich Text Format and OpenDocument Text files were converted to pdf for access.