Digital Archives: Getting Started

Lacy DunLavy
Eagle Valley Libraries

Jill McKinney
Gunnison County Libraries

Alysa Selby
Bud Werner Memorial Library

Martha Talman
Fort Lewis College

Nicole LeBoeuf Trujillo
Adams State University
Bud Werner - Three Wire Winter Oral History

Museum Partnership

(24) Magazines, (304) Articles, (248) Interviews + Transcripts

Interviews already digitized (mostly)

Transcriptions outsourced to Rev.com

Volunteers review transcripts

Scanning of magazines & metadata of all objects done by (4) Reference Desk Staff

Awarded $15,000 in Grants
Trello Project Management Tool
Bud Werner Links

Trello Project Management tool: https://trello.com/

Rev.com Transcription Services: https://www.rev.com/

Project Plan: https://docs.google.com/document/d/1Fa0EX1Wu9RIqF_4FThjiHwGzA7xQRabOAg8a69xtNHo/edit?usp=sharing

Project Spreadsheet: https://docs.google.com/spreadsheets/d/1azjrNvZRDoUH6hsfHyqDhm_f0eFOOhG5toIpnpsqY4/edit?usp=sharing

Metadata Plan: https://docs.google.com/spreadsheets/d/1llIJ4rP-wQ7DTNGd6fw27_al8D6p83YFOtn8MYFr7Vk/edit?usp=sharing

Staff Ingest Instructions: https://drive.google.com/folderview?id=0ByiGePAMYCQUWW1NTXVoWXITY2s&usp=sharing
Gunnison - History of Cattlemen’s Days Rodeo

Partnered with Cattlemen’s Days Association

100+ years of archival material in house
  Additional material from community members

Staff members worked on Metadata and scanning.
  Volunteers also worked on scanning.

Project was funded primarily out of GCLD budget, with a small donation from Cattlemen’s Days Association.

Other community organizations have approached us to archive their materials -
  Boomers and Beyond - Video Oral Histories
  Crested Butte Mountain Heritage Museum - Archives
Cattlemen’s Days Metadata Linking Chart

Annual Event

- Tough Enough to Wear Pink Organization
- Rodeo Royalty
- Program
- Parade Marshalls
- Cattlemen’s Days Association

- Gunnison Country Times Newspaper
- Articles & Clippings
- Newspaper Event Inserts
Eagle Valley Library District Year 1 Projects

Existing Collection
- Migration from PastPerfect
- Partnership with Eagle County Historical Society
- District-funded Local History Department
  - 1 person on staff
  - Volunteers for...some things

Project: “History of Eagle County” or Red Book
- Student scrapbook of Eagle County
- Joint ownership with ECHS
PastPerfect Migration

6,000+ objects with metadata
  Local and provided

Special requests:
  request form, no downloads

Archival description vs. library subject headings

Missing/extra data
  Duplicates
  Thumbnails

Metadata:
  Education Schools
  Graduation ceremonies
Adams State University - Theses

1) A new perspective: MA in art thesis paper
   Author: McCaulley, Madison.
   Publisher: Adams State College
   Pub. Date: 2011.
   Choose a Format
   * Book On Shelf (library use only)
     ASU Archives
     LD18.A4ha M331

2) Twenty paintings: a creative thesis for the Masters Degree in painting
   Author: Dietrich, Linda.
   Publisher: Adams State College
   Choose a Format
   * Book On Shelf (library use only)
     ASU Archives
     LD18.A4ha D54

3) Linking strength with speed
   Author: Damworth, Bryan.
   Publisher: Adams State College
   Choose a Format
   * Book On Shelf (library use only)
     ASU Archives
     LD18.A4ha D36

Partnership with HPPE, History, Art Departments; Graduate Council
(448) Theses in archives total; (31) digitized as optimized PDF files.

Theses scanned using the copier. Most of the work was done by student workers.

Project funding was provided by the library.
Adams State University - Old Theses Workflow
Adams State University - New Theses Workflow

ETD form

How many copies form?

Scan & OCR

Send to bindery

Process & Catalog

Shelf in Archives

UX

METADATA & UPLOAD
1) Exploring Athletic Identity in a Team of NCAA Division II Women's Basketball Players

Format: Pdf

An athlete will one day experience retirement from their respective sport. Athletic identity can play a role in how the athlete may cope with this transition to life without athletics. Thus, the purpose of this study was to explore the underlying factors of athletic identity development in a team of Division II Women's Basketball players, and to understand their experiences of a positive psychology intervention focused on developing positive self-identity.

More Info Add To List

2) The Gold King Mine: Past, Present, and Future

Format: Pdf

The Gold King Mine, a previously insignificant site, came to the nation's attention on August 5, 2015, when toxic material from the mine poured into a tributary of Colorado's Animas River, severely damaging the ecosystem for miles downstream. Although the EPA has been blamed and has accepted responsibility for the spill it is not entirely at fault. The complete list of causes for this environmental disaster extends back to the Nineteenth century and...

More Info Add To List
Fort Lewis College  

Nina Heald Weber Postcard Collection

± 5,000 historic postcards of Durango and Four Corners region  
Owned by Center of Southwest Studies

- Most images already digitized  
- Two images for every postcard (back and front)  
- Basic information in homegrown Access database  
- Images and descriptions migrated into Islandora

Why is Reed Library involved in this project?

- Collaboration on campus  
- Library footprint (metadata experts)
Reed Library responsibilities:

With Marmot, organized metadata schema

Correcting and completing data on each postcard (more fields, transcription)

Problems we encountered right away

Two postmarks

Deciphering writing

Decisions - subject, entities, entering twice

Project Management
Fort Lewis College

1. Import images and existing descriptions from Access into Islandora
   - Export difficult
   - Import time-consuming

2. View each postcard, correct and add data, including linked data
   - Increasing accuracy, not perfect
   - Some students are suited, some not
   - Need to develop better training for students - testing them
   - Deciding which subject headings is difficult - better to add terms to description
   - Enter into tracking spreadsheet, including entity work required
   - Interface clunky (long scrolling document)
   - Problems with images loading

3. Quality control
   - Check work – must be timely or the projects stops
   - Review / Retrain
   - Reassign some people

4. Entity Work: DECISIONS!
   - Create entities for people, places, events, and organizations
   - Lack of clarity as to what deserves an entity
   - Requires research

5. Project Management
   - Check entity work
   - Monitor individual progress
   - Train / retrain as needed

6. Rise and repeat a few thousand times.

LINK: http://fortlewis2.marmot.org/Archive/fortlewis:2/Exhibit
Questions?