

Restructuring & Reimagining Digital Collections

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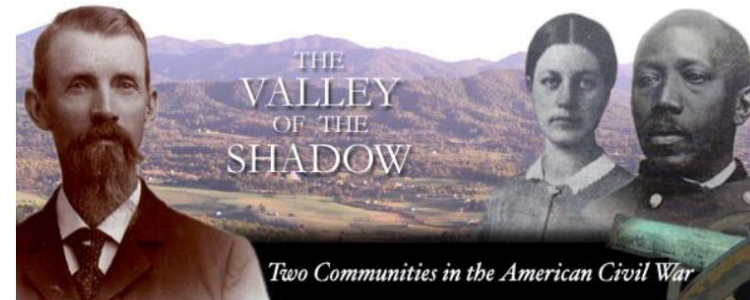
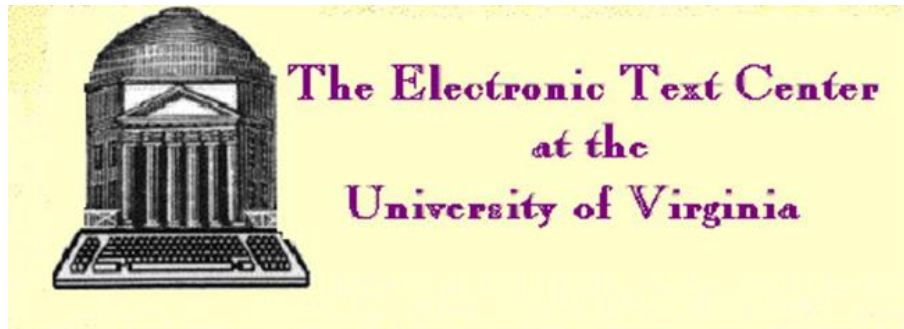
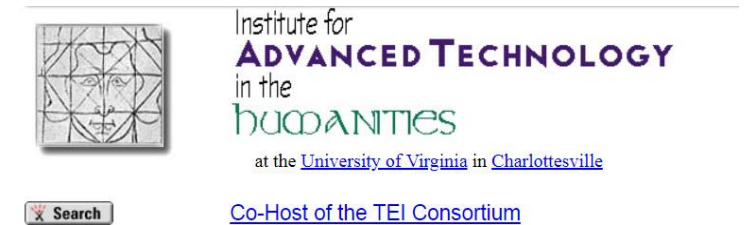
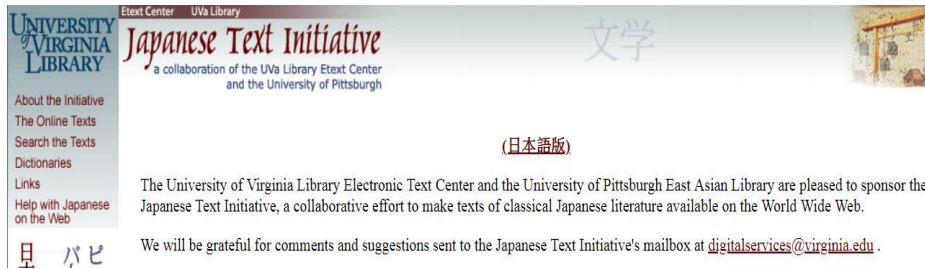
University of Virginia Library

February 6, 2019

Overview

- Digital collection legacy
- Drivers for Change
- Building a new foundation
- Implementation
- Iteration

Digital Collections @ UVa: The Way We Were



Digital Collections @ UVa: Behind the Curtain

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CHINESE TEXT INITIATIVE</h3></center>
<img SRC="circle5.gif" valign="top" height=78 width=360 align=CENTER>
<p><font face="Garamond">We are pleased to announce the Chinese Text Initiative,
an effort to make texts of Chinese literature available on the World Wide
Web. These sites are still very much under construction and we have not
yet finished final copy-editing. Nevertheless we hope that even at this
stage these sites will be useful. We appreciate your comments and suggestions.
Please email to us at <a href="mailto:etextcenter@virginia.edu">Electronic Text
Center Mail Box</a> or <a href="mailto:cl@virginia.edu">Ming Lung</a>. The
texts and images in the Chinese Text Initiative may be downloaded or copied
only with permission from the <a href="/">Electronic
Text Center</a>. For general conditions of use of the e-texts, see the
<a href="conditions.html">statement
of conditions</a>.</font>
<br><b><font face="Garamond">We use Big5 encoding for Chinese texts at
our sites.</font></b>
<blockquote><font face="Garamond"><b><i><a href="frame.htm">300
Tang Poems</a></i></b>, <b><i><a href="guyao/index.html">Gu
Yao Yan </a></i></b>, <b><i><a href="shijing/index.html">Shi
Jing</a></i></b>,</font>
<br><font face="Garamond"><b><i><a href="HLM/caohome.html">Hong
Lou Meng</a></i></b>, <b><i><a href="yu/index.html">Yu Xuan Ji</a>.</i></b></font>
<br><font face="Garamond">Following two sites were conceived by Anne Kinney
in collaboration with Chinese Text Initiative :<b><i><a href="lienu/browse/Lienu.html">Lien&uuml;
zhuang </a></i></b>and
<b><i><a href="https://web.archive.org/web/20051215041712/http://faculty.virginia.edu:80/c11/chinese_literature/">Chinese
Literature in Translation.</a></i></b></font></blockquote>
</td>
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Extensible Text Framework

Keyword

Advanced

Entire Text

☒ all of ☐ any of these words

Exclude

Proximity

☒ any
☐ headings
☐ citations

Section

☒ headings

Examples:

south africa

Search full text for 'south' A

Exclude

race

Exclude results which cont

Proximity

5

Match the full text terms, or

Section

headings

Match the full text terms, or

Title

"south africa"

Search for the phrase 'sout

Year(s)

from 2000 to 2005

Search for documents who.

Project | Kore Collection

Actions	Upload	No items selected.	Keyword Search			
Thumbnail	SSID	Filename	Created	Creator	Culture	Complex...
<input type="checkbox"/>	23760225	20150110A...	2018-09-0...	McKim, Me...	American	
<input type="checkbox"/>	23760224	20150110A...	2018-09-0...	McKim, Me...	American	
<input type="checkbox"/>	23760223	20150110A...	2018-09-0...	McKim, Me...	American	
<input type="checkbox"/>	23760222	20150110A...	2018-09-0...	McKim, Me...	American	
<input type="checkbox"/>	23695696	000047867...	2018-08-2...	Keen, Char...	American	Reynolda ...

Hosted by ALCTS, Association for Library Collections and Technical Services.

Path to change: Assemble a Team

- Charge: Articulate and document consistent and replicable workflows designed to ingest digital content.
- Include expertise from all aspects of digital projects workflows
- Weekly meetings with highly structured discussion format

Path to Change: Define Principles

- Reduce customization and increase standardization
- Establish a sustainable workflow and resource it appropriately
- Commit to the establishment, communication, and maintenance of a unified and stable prioritization process.
- Utilize more formalized documentation processes and tools

Enacting Change: Recommendations

- Establish a cross-unit Digital Collections Team
- Dedicate at least one position to coordination of digital workflows
- Recommended workflows in need of tools/systems for document storage, communication and tracking
- Proposed a workflow with comprehensive review and planning in advance of work

Implementation of Workflows

- Translating report recommendations into DCT workflow
- Workflow options and tools
- Hard decisions about projects
- Lessons Learned/Next Steps

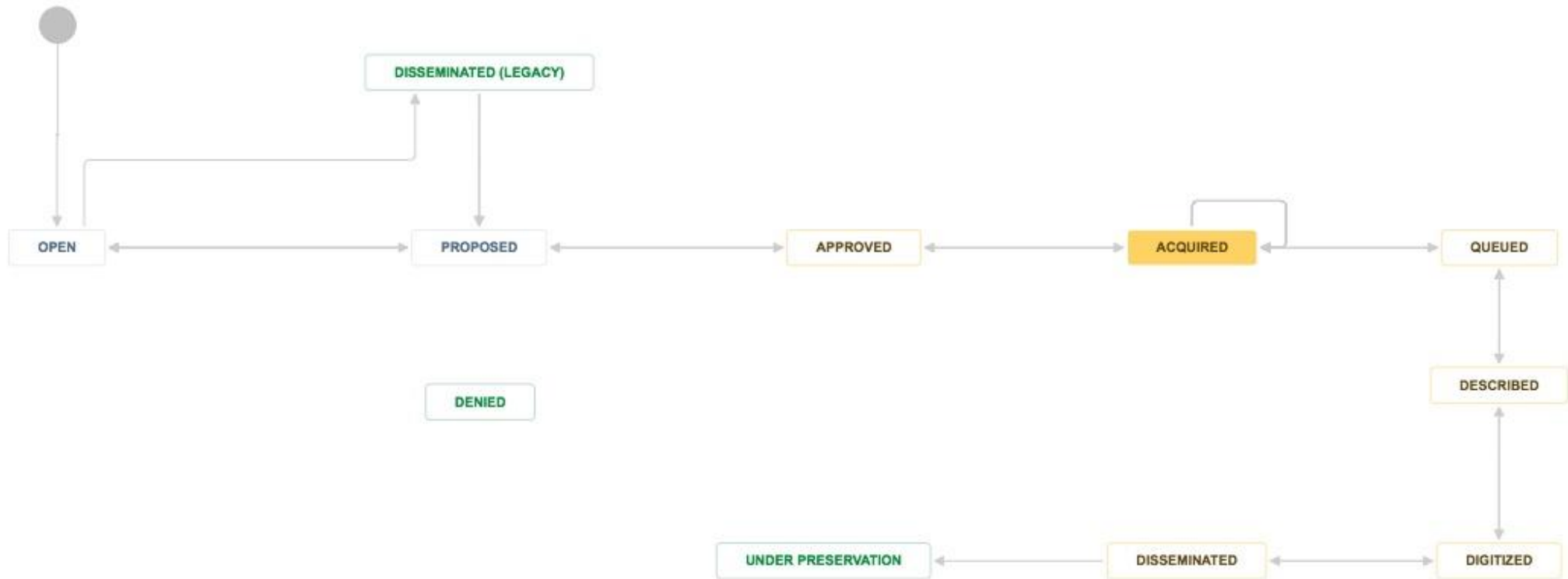
From Report to Workflow

- Values of Transparency
 - visibility of projects from proposal through completion
 - employ known tool(s) and approaches for awareness and tracking (Jira, PM)
- Values of Accountability
 - Define expert areas (DCT members)
 - Experts get and complete individual task assignments (workflow tasks)


The Tool is not the Project

- Project management best practices are tool agnostic
 - Project values and goals inform process and tool choices
 - Tool function follows team dynamic (tools don't drive process)
- Integration with existing workflows influences choices
 - Digital Content Management/User Experience/Discovery Layer and ILS already used Jira
 - Consensus, accountability, transparency, documentation need consistent approaches, no matter what tool is chosen






Workflow: Overview




Workflow: Project Description


 Digital Collections Projects / DCP-131


Oral Histories from Race in Place

 Edit  Comment  Assign  More  Propose

▼ Details

Type:  Project

Priority:  Major

Labels: None 

Status: **OPEN** (View Workflow)

Resolution: Unresolved

Proposal

Pre-Approval Evaluations

Description/Metadata

▼ There are Marc records for the collections, but not individual oral histories :

Rights: ▼ I believe UVA owns the rights.

Scope: ▼ Three Groups: Esmont (11 oral histories), From Porch Swings to Patios (16 oral histories), Ridge Street (10 oral histories) 37 total oral histories.

Access: ▼ Avalon.

▼ Description

There are a number of digitized oral histories on the Race and Place website that come from our collections. Can we offer digital access to these through the library? Currently, there is no way to know from our catalog that digitized versions exist. http://www2.vcdh.virginia.edu/afam/raceandplace/oralhistory_main.html

Workflow: Expert Task Assignment

Digital Collections Projects / DCP-150

The Central Gazette

Edit Comment Assign More Complete Pre-Processing Pre-process for preser... Workflow

Details

Type: Project Status: Resolution: (flow)

Priority: Major

Labels: None

Proposal Acquisition

Description/Metadata: <http://search.lib.virginia.edu/catalog/u2398580>

Rights: The physical materials exist in special collections. They were published materials. The publication dates are in the first half of the 19th century. Copyright is unlikely to apply.

Scope: This resource was scanned in its entirety for an outside party.

There are 607 tif files.

Tracksys administrators can view the information here:

<https://tracksys.lib.virginia.edu/admin/orders/10168>

Access: A view presenting its serial nature like Our Mountain Workor the Daily Progress would probably be suitable for this as well.

Description

The first newspaper published in Charlottesville.

<http://search.lib.virginia.edu/catalog/u2398580>

Workflow menu options:

- Provide inventory
- Enter Rights Assessment
- Submit description plan
- Submit Digitization Plan
- Submit Dissemination Plan
- Submit Preservation Plan
- Undo Acquire

Workflow: Expert Assignments

Sub-Tasks

1.  Content Review	 RESOLVED Sty
2. IP Review	 IN PROGRESS Bu
3.  Metadata Review	 RESOLVED Ba
4. Digitization Review	 IN PROGRESS Srr
5.  Dissemination Review	 RESOLVED Du
6. Preservation Review	 IN PROGRESS Wc

Activity


All Comments Work Log History Activity Emails Transitions

▼  Cole

added a comment - 2018-Nov-14 15:42 GMT-0500

Very important to the history of race in Charlottesville, VA, and the United States. Important to our local community.




Workflow: Assignment Detail

 Digital Collections Projects / [DCP-81 Daily Progress OCR](#) / [DCP-160](#)

IP Review

[Edit](#) [Comment](#) [Assign](#) [More](#) [Close Issue](#) [Reopen Issue](#)


▼ Details

Type:	 Proposal Review	Status:	RESOLVED (View Workflow)
Priority:	 Major	Resolution:	Done
Labels:	None 		

▼ Description

The MOU with JMRL suggests that these are only the pre-1923 backfiles of the Progress, so there should be no rights issues. Creating OCR doesn't change or complicate the rights issue at all.

▼ Attachments

 Drop files to attach, or [browse](#).

▼ Activity

[All](#) [Comments](#) [Work Log](#) [History](#) [Activity](#) [Emails](#) [Transitions](#)

There are no comments yet on this issue.

Lesson Learned

- Queueing and prioritizing of accepted projects (work we are now doing)
- Organizational priorities sometimes take precedence
- Expert review and accountability makes it easier to see what factors float or sink a particular project (IP, content, etc)
- Resources need responsible stewardship



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