Embarking on a Digital Journey: Getting Started with Digital Collections

Tina Baich & Jennifer Johnson
ILF Pre-Conference
November 14, 2011
Agenda

• Definitions of a Digital Library
• Life Cycle of a Digital Library
  • Seeking Information
  • Creating (Digitization, metadata)
    • In-house
    • Outsourcing
• Using
• Preserving
Agenda-Continued

- Metadata
  - Put metadata in context
  - Explore metadata schema and types of metadata
  - Discuss planning and standardization

- CONTENTdm
  - History of CONTENTdm
  - What is it?
  - Overview of interfaces
What is a digital library?

“Digital libraries are organizations that provide the resources, including the specialized staff, to select, structure, offer intellectual access to, interpret, distribute, preserve the integrity of, and ensure the persistence over time of collections of digital works so that they are readily and economically available for use by a defined community or set of communities.”

*definition from the Digital Library Federation*
Library–centered Digital Library Definition

• Jan Olsen, Cornell University

“The basic digital library provides: resources that are located by locally and remotely, a complex of genres—bibliographic, numeric, text, spatial, a single point of entry to several hundred scholarly resources, with navigational assistance and transparent connections to any resource selected by the user, and high quality user support and instructional services.”
Life-cycle of a digital library

Information Seeking

What size digital library are you planning to create?

• Collection size, content

Staff Considerations?

• Skilled personnel to contribute to the project (digitization and metadata assistants, technical personnel)
Digital Library Life-Cycle

Creating (In-house or Outsourcing)
- Hardware (Scanners, Computers)-handout
- Software (Adobe Photoshop)
- Digitization Best Practices-handout
- Metadata Best Practices
METADATA
What is metadata?

- data about data (or data about resources)
- “structured information that describes, explains, locates, and otherwise makes it easier to retrieve and use an information resource”*
- “value added information that is created to arrange, describe, track and otherwise enhance access to information objects”**
- traditional cataloging is a type of metadata

Unique characteristics of metadata

• No dominant schema

• Local documentation

• Culture of sharing still developing

• Flexible
Shared characteristics of metadata

- It’s all about access!
- Pressure to create fast and cheap description that is also rich and reusable
- Wide variety of materials and resources to describe
- Maintenance takes a back seat
## Why is metadata important?

<table>
<thead>
<tr>
<th>Discover Resources</th>
<th>Manage Documents</th>
<th>Control IP Rights</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identify Versions</td>
<td>Certify Authenticity</td>
<td>Indicate Status</td>
</tr>
<tr>
<td>Mark Content Structure</td>
<td>Situate Geospatially</td>
<td>Describe Processes</td>
</tr>
</tbody>
</table>
Metadata in digital library projects

- Searching
- Browsing
- Display for users
- Interoperability
- Management of digital objects
- Preservation
- Navigation
- Enhancing content
Uses of metadata

• By information specialists
  • Describing non-traditional materials
  • Cataloging websites
  • Navigating and managing digital objects

• By everyone
  • Preparing websites for search engines
  • Managing citation lists
  • Tagging (flickr, delicious, etc.)
  • Social cataloging (LibraryThing, Goodreads, etc.)
METADATA SCHEMA
Metadata schema may include

- **Structure Standards**: an element set and their definitions
- **Syntax Standards**: the rules for tagging or encoding
  e.g. The Dublin Core schema uses XML tagging.
- **Value Standards**: acceptable values
  e.g. “Use LCSH as a controlled vocabulary for the Subject field.”
- **Content Standards**: the rules for choosing or constructing values
  e.g. “Take title from title page.”
  e.g. “Capitalize first word in title field and end with a period.”
<dc.subject>Public buildings</dc.subject>
Metadata Schema

- Dublin Core: many fields
- MARC21: libraries
- MODS: libraries
- CSDGM: data sets, geospatial info
- GEM: educational materials
- EAD: archives
- ONIX: publishers
- PBCore: public broadcasting
- TEI: literature
- VRA Core: art, visual works
Dublin Core

• National and international standard
  • 2001: released as ANSI/NISO Z39.85
  • 2003: released as ISO 15836
• Maintained by the Dublin Core Metadata Initiative
• “Core” across all knowledge domains
• Simple DC required for sharing metadata via the Open Archives Initiative Protocol for Metadata Harvesting
Dublin Core

• Simple to use
• All elements are repeatable
• No order of elements is prescribed
• Can be mapped to other metadata standards (e.g. MARC21)
• No prescribed value or content standards, but some elements have recommended standards
### Dublin Core Elements: Simple

<table>
<thead>
<tr>
<th>Title</th>
<th>Creator</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description</td>
<td>Contributor</td>
<td>Coverage</td>
</tr>
<tr>
<td>Subject</td>
<td>Publisher</td>
<td>Identifier</td>
</tr>
<tr>
<td>Relation</td>
<td>Rights</td>
<td>Format</td>
</tr>
<tr>
<td>Source</td>
<td>Language</td>
<td>Type</td>
</tr>
</tbody>
</table>
Some limitations of SDC

- Can’t indicate a main title vs. other subordinate titles
- No method for specifying creator roles
- W3CDTF format can’t indicate date ranges or uncertainty
Good times to use SDC

- Cross-collection searching
- Cross-domain discovery
- Metadata sharing
## Dublin Core Elements: Qualified

<table>
<thead>
<tr>
<th>Title</th>
<th>Creator</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title.Alternative</td>
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<td>Date.Created</td>
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<tr>
<td></td>
<td></td>
<td>Date.Available</td>
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<td>Contributor</td>
<td>Coverage</td>
</tr>
<tr>
<td>Description.Abstract</td>
<td></td>
<td>Coverage.Spatial</td>
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<td>Description.TableOfContents</td>
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<td>Identifier</td>
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<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Relation</td>
<td>Rights</td>
<td>Format</td>
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<td>Relation.IsVersionOf</td>
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<td>Format.Extent</td>
</tr>
<tr>
<td>Relation.Requires</td>
<td></td>
<td>Format.Medium</td>
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<tr>
<td>Source</td>
<td>Language</td>
<td>Type</td>
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<tr>
<td>Source.IsPartOf</td>
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<td></td>
</tr>
<tr>
<td>Source.HasPart</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Good times to use QDC

- More specificity needed than simple DC, but not a fundamentally different approach to description
- Want to share DC with others, but need a few extensions for your local environment
To metadata or not to metadata

Tom Reamy

EContent; 27 (10) Oct 2004, pp.34-38

1525-2531

Metadata, Information industry

Whether to add metadata to unstructured content and how much effort is really justified to do so have been raised with increasing frequency at the Dublin Core Metadata Initiative Workshop. While some participants argued for a drastic reduction in metadata efforts or at least rethink metadata and how to generate value. What has become increasingly clear is that metadata is not going away and there is no one simple solution to the basic issues around adding metadata to unstructured content and explores a range of approaches that various groups and so adding keywords to documents, is leading to a more sophisticated, multi-dimensional or infrastructure based approach to metadata. Illustrations are provided in the article, and a list of companies featured. (Quotes from original text)
3 Viennese arias: for soprano, obbligato clarinet in B flat, and piano / G.B. Bononcini and Emperor Joseph I; edited by Colin Lawson.


1 score (12 p.) + 2 parts; 31 cm.
<metadata>
  <dc:title>3 Viennese arias: for soprano, obbligato clarinet in B flat, and piano.</dc:title>
  <dc:contributor>Lawson, Colin (Colin James)</dc:contributor>
  <dc:contributor>Bononcini, Giovanni, 1670-1747.</dc:contributor>
  <dc:contributor>Joseph I, Holy Roman Emperor, 1678-1711.</dc:contributor>
  <dc:subject>Operas--Excerpts, Arranged--Scores and parts</dc:subject>
  <dc:subject>Songs (High voice) with instrumental ensemble--Scores and parts</dc:subject>
  <dc:subject>M1506.A14 1984</dc:subject>
  <dc:date>1984</dc:date>
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  <dc:type>text</dc:type>
  <dc:identifier>85753651</dc:identifier>
  <dc:language>it</dc:language>
  <dc:language>en</dc:language>
  <dc:publisher>Nova Music</dc:publisher>
</metadata>
TYPES OF METADATA
Types of metadata

- Descriptive
- Structural
- Administrative
  - Preservation (Technical)
  - Rights Management
What is descriptive metadata?

- Information describing a resource for purposes of discovery and identification
[52nd Street, New York, N.Y., ca. 1948] / William P. Gottlieb [photograph]
<table>
<thead>
<tr>
<th>Element</th>
<th>Value</th>
<th>Controlled Vocab?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title</td>
<td>52nd Street, New York, N.Y., ca. 1948</td>
<td></td>
</tr>
<tr>
<td>Creator</td>
<td>Gottlieb, William P.</td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td>1948</td>
<td></td>
</tr>
<tr>
<td>Subject</td>
<td>New York (N.Y.)</td>
<td></td>
</tr>
<tr>
<td>Type</td>
<td>Image</td>
<td></td>
</tr>
<tr>
<td>Identifier</td>
<td><a href="http://lcweb2.loc.gov/diglib/ihas/loc.natlib.gottlieb.02771/default.html">http://lcweb2.loc.gov/diglib/ihas/loc.natlib.gottlieb.02771/default.html</a></td>
<td></td>
</tr>
</tbody>
</table>
What is structural metadata?

• Information indicating how to display and/or navigate a digital object (e.g. the order of pages in a chapter, order of chapters in a book)

• Users of digital collections are not aware of this type of metadata. It’s all behind the scenes.
What is administrative metadata?

• Information that helps manage a digital object
  • Preservation metadata
    Technical characteristics (e.g. file type, file size)
    Information about actions taken (e.g. scanner type)
  • Rights management metadata
    Copyright, usage rights statement
<table>
<thead>
<tr>
<th>Element</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title</td>
<td>52nd Street, New York, N.Y., ca. 1948</td>
</tr>
<tr>
<td>Creator</td>
<td>Gottlieb, William P.</td>
</tr>
<tr>
<td>Date</td>
<td>1948</td>
</tr>
<tr>
<td>Coverage</td>
<td>New York (N.Y.)</td>
</tr>
<tr>
<td>Subject</td>
<td>Nightclubs – New York (State) – New York</td>
</tr>
<tr>
<td>Type</td>
<td>Image</td>
</tr>
<tr>
<td>Identifier</td>
<td><a href="http://lcweb2.loc.gov/diglib/ihas/loc.natlib.gottlieb.02771/default.html">http://lcweb2.loc.gov/diglib/ihas/loc.natlib.gottlieb.02771/default.html</a></td>
</tr>
<tr>
<td>Format</td>
<td>Scanner: Konica Minolta PS7000C MKII; Master image: 600 dpi TIFF; Access image: 600 dpi JPEG</td>
</tr>
<tr>
<td>Date</td>
<td>2003-02-15</td>
</tr>
<tr>
<td>Source</td>
<td>Library of Congress Performing Arts Encyclopedia</td>
</tr>
<tr>
<td>Source</td>
<td>Library of Congress Prints &amp; Photographs Division</td>
</tr>
</tbody>
</table>
METADATA PLANNING & STANDARDIZATION
Considerations when choosing a metadata schema

• What type of material is being digitized?
• How rich does the metadata need to be?
• Have the objects been previously described/cataloged?
• What is the purpose of the project?
• Who is the audience for the collection?
• Does this collection need to interact with / complement an existing collection?
Assess materials

- Number of items?
- Homogeneity of items?
- Foreign language?
- Published or unpublished?
- Specialist needed?
- How much information is known?
- Any existing metadata?
Assess existing metadata

- Machine-readable?
- Divided into fields?
- What format?
- What content standards?
- Complete?
Assess software capabilities

- Are there templates for standard metadata schemas?
- Can you add/remove fields to a template?
- Can you create new templates?
- Can you add additional clarifying information without creating a separate field?
  - Personal v. corporate names
  - Subject vocabulary used
- Is there an XML export? Does it produce valid records?
Why is standardization important?

• Facilitates interoperability/information exchange and system migration
• Flexibility of metadata standards require local standardization
• Allows us to create a common look for all collections OR adapt standards to an unusual collection
• Can be used to combine features of multiple metadata standards into one local standard
Application Profiles

• Describes the set of metadata elements, policies, and guidelines defined for a particular application, implementation, or object type
• Declares the metadata terms an organization uses in its metadata
• Documents metadata standards used including schemas, controlled vocabularies, required elements, etc.
Elements Used in IUPUI University Library Digital Collections in CONTENTdm
August 2009

Based on:
CDP Dublin Core Metadata Best Practices Version 2.1.1
Indiana Digital Library, Metadata Best Practices For Use of Qualified Dublin Core
Both documents can be found here: \Win-ullib-ribb\shared\BAMS\Metadata\Instructional_Materials

To be applied to:
Any collection added by IUPUI staff/faculty (or in collaboration with IUPUI staff/faculty) to the IUPUI Digital Collections in CONTENTdm.

Summary Chart: Lists elements used in IUPUI University Library Digital Collections, the corresponding Dublin Core Element, a brief definition and whether or not the element is required in all collections.

<table>
<thead>
<tr>
<th>UL Element Name</th>
<th>Maps to DC Element</th>
<th>Definition</th>
<th>Required?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title</td>
<td>Title</td>
<td>Name of the resource.</td>
<td>Yes</td>
</tr>
<tr>
<td>Item ID/Object ID</td>
<td>Identifier</td>
<td>Unique reference to the resource.</td>
<td>Yes</td>
</tr>
<tr>
<td>Description</td>
<td>Description</td>
<td>Brief account of the content of the resource.</td>
<td>Yes</td>
</tr>
<tr>
<td>Subject</td>
<td>Subject</td>
<td>Topic of the resource.</td>
<td>Yes</td>
</tr>
<tr>
<td>Geographic Location</td>
<td>Coverage.Spatial</td>
<td>Location depicted in the resource.</td>
<td>No</td>
</tr>
<tr>
<td>Author, Photographer, etc.</td>
<td>Creator</td>
<td>Entity primarily responsible for creation of the resource.</td>
<td>Yes, if available</td>
</tr>
<tr>
<td>Date</td>
<td>Date, Created</td>
<td>Date of the creation of the resource.</td>
<td>Yes, if available</td>
</tr>
<tr>
<td>Type</td>
<td>Type</td>
<td>Nature or genre of the content of the resource.</td>
<td>Yes</td>
</tr>
<tr>
<td>Owning Institution</td>
<td>Source</td>
<td>Institution that owns the physical resource.</td>
<td>Yes</td>
</tr>
<tr>
<td>Source Collection</td>
<td>Source</td>
<td>Larger physical collection of which resource is a part.</td>
<td>Yes, if applicable</td>
</tr>
<tr>
<td>Usage Rights</td>
<td>Rights</td>
<td>Information about the rights held in and over the resource.</td>
<td>Yes</td>
</tr>
<tr>
<td>Have Questions?</td>
<td>None</td>
<td>Contact information for questions about the resource.</td>
<td>Yes</td>
</tr>
</tbody>
</table>
SHARING METADATA
Sharing metadata

• Harvesting
  • Collects metadata, processes it, and stores it locally to respond to user queries
  • Open Archives Initiative Protocol for Metadata Harvesting (OAI-PMH)

• Federated Searching
  • Transmits user queries to multiple destinations in real time
  • Z39.50, SRU
Why share your metadata?

• Benefits users
  • Increases accessibility
  • Facilitates one-stop searching
• Benefits the institution
  • Increases exposure
  • Increases use
Before sharing
Check your metadata!
• Accurate?
• Consistent?
• Context provided?
• Does the aggregator have what it needs?
Can a stranger tell you what the record describes?
Where your metadata can go

Photograph from Indiana University Charles W. Cushman Collection
Digital Library Life-Cycle

Using Content Management Systems

- Open Access
  - DSpace
- Proprietary
  - CONTENTdm
Life-Cycle of Digital Library

• Preservation
  • Northeast Document Conservation Center (NEDCC)
    • Workshops
    • Webinars
    • Preservation 101
CONTENTDM
History of CONTENTdm

University of Washington

DiMeMa

OCLC
CONTENTdm = CONTENT digital management

Software that handles the storage, description, management and delivery of digital library collections
CONTENTdm Design Goals

1. Search efficiency
2. Scalability
3. Features
4. Web compatibility
5. Interoperability
Important CONTENTdm features

• Hosted or local server options
• Can display text, images, video and audio
• Dublin Core
• Optical Character Recognition extension
• Includes staff interfaces and customizable public interface
Public interface - text
Public interface - images
Public interface - video
Public interface - audio
Conner Prairie Historic Clothing Collection

Clothing is often a little studied area of American history, but what people wore, how it was made and who made it can offer important insights into a nation’s social history. Though clothes do not the man make, they can tell you much about the men, women and children who wore them, and about the society in which they lived. Conner Prairie, an Interactive History Park located in Fishers, Indiana, holds a valuable and substantial collection of historic clothing and accessories. Heretofore, the fragile condition of many of the garments has limited their access to the public. Now, thanks to the partnership of IUPUI University Library and Conner Prairie, these objects may be seen and studied the world over.

Features of this site

Database: There are over 100 rotating 3-D images of items in the collection. You may browse the collection, or search it by garment type or era.

Video: Watch this one minute video of Conner Prairie facilitator discussing the importance of historic clothing in allowing him to “assume” his historic character.

Online Exhibit/Essays: Ericka Mason Olsen was formerly Historic Clothing Coordinator at Conner Prairie. She is a nationally known historic clothing expert who has lectured on her specialty at the Smithsonian Institution, among others. In this informative exhibit she looks at clothing and how it changed over the years.

This project is made possible by a grant from the U.S. Institute of Museum and Library Services.
Welcome to the Indianapolis Marion County Public Library's digital collections. The purpose of these collections is to provide access to digital images and recordings of cultural and historical interest to Indianapolis residents as well as students, researchers and others. The Library offers these collections to allow free access to digital versions of increasingly valuable, fragile and hard-to-use originals.

Indianapolis Firefighters Museum Collection

Opened in 1996, the Indianapolis Firefighters Museum's mission is to celebrate the history of the Fire Service in central Indiana and the Fire Departments’ contributions to the community.

Children’s Museum Artifacts

Objects can be compelling storytellers that put other times and places in context. They bridge time periods and cultures and celebrate our differences. As a collaborative effort The Indianapolis-Marion County Public Library and The Children’s Museum of Indianapolis have selected 1,000 artifacts from the museum collection to photograph and make available to anyone, anywhere via the library’s website. Artifacts were selected based on their relevance to Indiana Curriculum Standards. More

English’s Opera House

Formally opening on September 27, 1880, English’s Opera House quickly became Indianapolis’ leading theater presenting not only opera but drama, musical comedy, ballet, concerts, minstrel shows, lectures, vaudeville and film. The theatre was built by William
Staff Interfaces

- Project Client
- Web Administration
Road to Indiana statehood

Author: IUPUI (Campus). University Libraries; Indiana Historical Bureau; Indiana Supreme Court
Publisher: Indianapolis, Ind.: IUPUI University Library, [2005?]
Edition/Format: eJournal/eMagazine: Updating database; State or province government publication; English
Welcome to CONTENTdm Administration

In CONTENTdm Administration, you can administer the server, the collections, and the items. If any of the above tabs are gray, you do not have administration rights to that area. The collections and items sections contain drop-down lists that you use to select your current collection.

Click the server tab to create new collections, delete existing collections, edit settings (including viewer settings, the stop list, and OAI harvesting), assign user rights, view reports, and see server information.

Click the collections tab to configure collections (including viewer settings, field properties—setting full text searching and creating controlled vocabulary—full resolution support, and PDF conversion), view collection reports, and export data.

Click the items tab to approve items, build the text index, and add, edit, and unlock items.
Server administration

Collections
Add a new collection or import a collection. Change the collection position or delete the collection.

Settings
Configure WorldCat sync, OAI harvesting, and the stop list.

Viewers
Configure the item and object viewers for collections on this server.

Users
Add new users and assign them specific rights. View, edit, and delete users.

Reports
View server statistics and usage reports.

About
View total number of items on server, maximum number of items allowed for the license, and version number. Register the installation and authorize license code.
Collection administration

Configuration
Change collection details and description, and configure collection settings (including full resolution and PDF conversion).

Field properties
Administer controlled vocabulary. View, add, edit, and delete field properties.

Viewers
Configure the item and object viewers for this collection.

Reports
View collection summary and build history.

Export
Export metadata as tab-delimited text files, XML, or OCLC SiteSearch.

View collection
View current collection in the Web template interface.
Metadata fields

View and configure collection and administrative fields.

Collection field properties

View, add, edit and delete fields. Enable full text searching and controlled vocabulary. After you have added, changed, or deleted fields, index the collection to update changes.

<table>
<thead>
<tr>
<th>Field name</th>
<th>DC map</th>
<th>Data type</th>
<th>Large</th>
<th>Search</th>
<th>Hide</th>
<th>Required</th>
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</tr>
</tbody>
</table>
Item administration

Approve
Approve, edit or delete items in the pending queue.

Index
Index the collection after adding, approving, editing and deleting items.

Add
Add an item to the pending queue. Items are reviewed and approved before becoming part of the collection.

Edit
Edit and delete items in a collection.

Find & replace
Find and replace metadata within one field, all fields, or change fields for all items.

Lock administration
Unlock items in a collection.

View collection
View current collection in the Web template interface.
Approve items

Approve all items in the pending queue or review the detailed approval queue actions to approve items individually or to add terms to the controlled vocabulary.

To schedule an approval process, click add.

### Full approval queue actions

**Now:** 1 pending item(s), 0 controlled vocabulary terms

- Approve all
- Approve & index all
- Delete all

(Records with unauthorized terms are approved but terms are not added to the controlled vocabulary.)

### Scheduled approvals — pending

- No approvals scheduled

### Detailed approval queue actions

**Controlled vocabulary**

All terms in pending items conform to the defined controlled vocabulary.

### Reviewing 1 of 1 pending item(s)

- approve
- delete

select: all 1 | none

- Wall, Joseph A. oral history

select: all 1 | none
CONTENTdm Project Client

Welcome

Getting Started
- Create New Project
- Open Existing Project

Choose a Task

To create a new project:
You will need your CONTENTdm Server address, user name and password.

To open a shared project:
You will need to know the location on the network of the shared project. Only one user at a time may work in a shared project.

CONTENTdm Community
- Featured Collections:
  - H. L. Bolle Photograph Collection
  - Carver-VCU Partnership Oral History Collection
  - Women Airforce Service Pilots (WASP)
  - The Southern: Florida Southern Colleges Student Newspaper

User Support Center
- Help
- Tutorials
- User Support Center

No items in Upload Manager

Project Client is up to date
Can't open PT Project

Name your project

Project name: ParkTudo

Share this project on a network with other users
Specify a shared project location

< Back Finish Cancel
To create a metadata template, select a property from the Default Type options and enter a value in the Default Value column.

<table>
<thead>
<tr>
<th>Field Name</th>
<th>Default Type</th>
<th>Default Value</th>
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<tbody>
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</tr>
<tr>
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<tr>
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<td>Text</td>
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<td>Transcriber(s)</td>
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<td>Description</td>
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| Transcript | Joseph A. Wall (b. 6/16/1923)  
Emily Spurgeon[00:00:00]  
"Today is Wednesday, October first 2008. I am Emily Spurgeon and I am interviewing Joseph A. Wall over the phone. Mr. Wall is 85 years old and he lives in Park Tudor School." |
| Owning Institution | Park Tudor School |
| Usage Rights | http://www.ulib.iupui.edu/copyright |
| Have Questions? | Contact Kathryn Larch, klarch@parktudor.org |
Projects in the Project Client

- User can have projects for multiple collections
- Multiple users can have projects for a given collection to work on assigned items
- Multiple users can share a project for a given collection to work jointly on items
Resources

- Baca, Murtha, ed. Introduction to Metadata, 2\textsuperscript{nd} ed. Getty Research Institute, 2008. 
  \url{http://www.getty.edu/research/conducting_research/standards/intrometadata/}.


- CONTENTdm Overview. c2011. 
  \url{http://www.oclc.org/contentdm/overview/default.htm}

- Dublin Core FAQ. 2003. \url{http://dublincore.org/resources/faq/}

- Dublin Core Metadata Element Set, Version 1.1. 2010. 
  \url{http://dublincore.org/documents/dces/}


  \url{http://www.niso.org/standards/resources/UnderstandingMetadata.pdf}
QUESTIONS?

Tina Baich
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Jenny Johnson
jennajoh@iupui.edu
ACPL Digitization Operation Tour

Get a first-hand look at the Allen County Public Library's digitization operation. Tour the Midwest Regional Scanning Center, operated by the Internet Archive, to see state-of-the-art digitization technology in action. Learn how you can work with the Scanning Center to carry out critical digitization projects at your library. The tour will be offered on Monday, November 14 from 3 p.m. – 3:30 p.m. at the Allen County Public Library.