

## Enhancing Access to Historical Resources: Adding Descriptions

The *America's Swamp: the Historical Everglades* project creates exciting new areas of exploration for the UF Libraries. The National Historical Publications and Records Commission (NHPRC) funded *America's Swamp* as an experiment in mass digitization with minimal description or cataloging.

Minimal description, especially for handwritten documents where computers cannot automatically recognize and create searchable text, is not the ideal manner in which to serve digitized materials. However, digitizing these materials adds value by allowing anyone to access them without needing to travel to the UF Libraries, adding other digital collection based functionality, and protecting the actual documents from damage through increased usage.

The UF Libraries proposed the project with a plan to add a “describe” function, like tagging, to enable researchers to describe materials and, in doing so, to enhance access to the materials for themselves and for others.

### To add descriptions:

- Go to the America's Swamp Digital Collection: <http://ufdc.ufl.edu/swamp>
- Click on the “myUFDC Home” link on the top right.
- Log in using Gatorlink. For those without Gatorlink accounts, sign up for and use a myUFDC account.
- Click the “Return to UFDC” link at the bottom of the list.
- Browse or search America's Swamp to find an item.
- Click the “Describe this item” link on the left.
- Enter your description and click “Save.”
- Click on the “Citation” tab to view the description. From here, you can also edit or delete your description. Note: your name and the date are added with the description to ensure proper attribution for your assistance in enriching these materials.

### To view your added descriptions:

- Click on the “myUFDC Home” link on the top right.
- Click “View my descriptive tags” to see a list of all of the tags you've added. From here, you can click “View” next to each description to go to the item and edit.