

Completion Report

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The projects outlined in this report were undertaken as a part of a mini grant titled “Holistic Supports for the UF Digital Collections (UFDC) and Digital Scholarship: Developing Templates and Standard Costs.” The grant was conceptualized after feedback indicated a need for greater support for the UF Digital Collections, and for digital scholarship based on the Collections. Briefly, here are some details about the grant:

“This project will jump start creating the framework for holistic supports for the UF Digital Collections and digital scholarship hosted by the Libraries. Holistic supports can be defined as including support for promotion, assessment, creation of scholarly contextual materials, and integration with scholarship and teaching on campus. These components are necessary for digital collections and digital scholarship projects and are in addition to production. This project will produce a set of templates for specific types of holistic supports. Additionally, this project will create a cost and requirements model for using the templates.”

The full grant proposal can be found here.

<http://ufdc.ufl.edu/AA00011752/00001>

Laurie Taylor, Digital Humanities Librarian at the University of Florida, served as the PI (Principal Investigator) on the grant, and I worked as the Digital Project Manager. My work included collaborating with Laurie, and various Curators and Subject Specialists at the UF Libraries in order to create material to promote and support the UF Digital Collections (UFDC), work with UFDC to create guides and other support materials, and carry out related activities to further the grant project goals. As a part of my work, I tracked my projects by time, task, and skills for later analysis of opportunities for student collaboration to support the digital collections, or to produce digital scholarship based on the collections.

This report will briefly overview the projects I worked on.

Omeka Workshop

Co-ordinated an Omeka workshop with Lourdes Santamaria-Wheeler and Laurie Taylor. The workshop was organized as a part of the series of events organized by the Digital Humanities Working Group. It covered the basics of Omeka.net, a web-publishing platform that allows users to create online exhibits, archives, and collections. (Omeka.org is the downloadable version for curators who want more customizable options and have more technical experience.) Among other aspects, the workshop went

over markers of excellence in online exhibits, basic principles in creating online exhibits, features of Omeka.net, and examples of online exhibits.

Some topics that came up during the workshop

- Creating bilingual exhibits
- Citing exhibit materials and copyright issues
- Issues of ownership and content with Omeka (who owns the content hosted on the site?)
- Durability of Omeka.

Relevant Links

Workshop Outline: <http://ufdc.ufl.edu/AA00013454/00001>

Permissions, A Survival Guide <http://www.amazon.com/Permissions-Survival-Guide-Intellectual-Property/dp/0226046389> (Useful book on copyright issues)

Exhibit Design: <http://exhibits.uflib.ufl.edu/resources.html>

Examples: <http://info.omeka.net/showcase/>

Presentation Usability Evaluation

Conducted usability testing of a template used for creating an introductory powerpoint to a digital collection. Collection managers are frequently called upon to introduce their collection to classes, other managers, librarians, etc. Laurie created a detailed template with standardized points that could be used to present on any collection. I tested the template by creating a powerpoint introduction to the African Studies Digital Collection. The introduction was well received and two collection managers requested introductory powerpoints to their collections. All four examples are below. I also mapped Laurie's template to a Powerpoint file for ease of use.

Powerpoint Notes: <http://ufdc.ufl.edu/AA00012101/00001> (created by Laurie Taylor)

Powerpoint Template for Digital Collection

Presentation: <http://ufdc.ufl.edu/AA00014814/00001>

African Studies Digital Collection: <http://ufdc.ufl.edu/AA00013641/00001>

Baldwin Library of Historical Children's Literature Digital Collection:

<http://ufdc.ufl.edu/AA00013900/00001>

Marjorie Kinnan Rawlings Digital Collection: <http://ufdc.ufl.edu/AA00014742/00001>

Zora Neale Hurston Digital Collection: <http://ufdc.ufl.edu/AA00014741/00001>

Florida Museums

Tagged Florida museums that have Asian Art Collections on Google Maps. This activity was in support of the Helios project which is directed at connecting Florida's Asian Collections. Jason Steuber from the Harn Museum of Art serves as the co-ordinator for this project.

Google Map: <http://ufdc.ufl.edu/asia1/portal>

Helios Proposal:

<http://ufdc.ufl.edu/HARN000001/00001>

User Survey for Digital Collections

Drafted a series of standard questions that could be used in a user survey of the UF Digital Collections. I first studied library and digital collection surveys done elsewhere, and then drew up 14 questions in four categories: Audience, Purpose of Use, Quality of Service, and Future Use, Needs, Supports. A part of our goal was to balance the number of open-ended and guided/quantitative questions to encourage user feedback. The survey was created using Qualtrics and the question types and responses are optimized for Qualtrics' features. The survey, can however, be transferred to a different survey software, and tailored to different collections.

Standard Survey Questions: <http://ufdc.ufl.edu/AA00014531/00001>

User Guide

Created a Publisher template for a digital collection user guide, outlined suggestions for preparing a user guide, and drafted a user guide for the African Studies Digital Collection and the Baldwin Library User Guide. The User Guides are not meant to introduce the collection, but rather overview the features of the collection. Since many of the features (eg. search functionality) are standard across UFDC, a template could be drawn up for collection managers to use. Since the process of designing the document can often take as much time as writing the content, having a pre-existing format might reduce the time spent on the former.

User Guide Preparation: <http://ufdc.ufl.edu/AA00014533/00001>

Microsoft Publisher Template: <http://ufdc.ufl.edu/AA00014533/00002>

Baldwin Library Digital Collection User Guide: <http://ufdc.ufl.edu/AA00014533/00003>

African Studies Library Digital Collection User Guide:
<http://ufdc.ufl.edu/AA00014533/00001>

Wikipedia

Improved articles on the UF Digital Collections and added relevant UFDC links to Wikipedia articles to increase visibility. I found that many of the articles had already been linked to various UFDC objects (collections, digitized books, etc) and it was not possible to add to existing articles without substantial time investment and some subject matter expertise. Most articles already had basic information. In other words, future editors (whether collection managers or students) will need to have more than basic knowledge to edit the existing articles. A possible next goal might be to add book summaries for pertinent authors (eg. dLOC, the Kinnan collection, and the Hurston collection include a few digitized manuscripts).

Given this conclusion, I then looked into the possible pedagogical application of Wikipedia and Wikipedia editing. Potential topics to discuss with students:

- getting started with Wikipedia editing
- the notability and verifiability criteria for requesting new articles or adding information to existing ones.
- determining and locating appropriate primary, secondary, and tertiary sources
- survey of Wikipedia editors, and the editorial profile
- issues of race, class, sex, gender, language, and nationality in the various processes and actions (editing, reviewing, reverting, guiding, viewing) that constitute Wikipedia