Digitization & Digital Production Project and Production Management Resources from SobekCM: Tracking Sheets

The SobekCM Open Source software (<http://sobekrepository.org/>) provides state of the art user display and system functionalities, as well as full support for digital curation and production.

# SobekCM and Production Management

SobekCM provides many tools and features that support digitization processes, digital curation processes, and overall production project and production management resources. One example of this is with tracking sheets for items. While not technologically sophisticated on their own, tracking sheets are vitally important to accompany a physical item for routing and digitization workflows. The process of creating these sheets, training workers to use them, and ensuring proper use for project and production management (for solid, positive operations, and as a tool for documenting problems and opportunities for improvement) is important. SobekCM thus easily supports creating tracking sheets so that this simple technology can be incredibly enabling in powerful and important ways.

# Creating Tracking Sheets

To create tracking sheets, users can use the SMaRT tool or SobekCM online:

* Tracking sheets generated from the SMaRT tool are on the following pages.
* Once an item is listed in SobekCM, a tracking sheet is available for any user, simply by adding /ts (for tracking sheet) to the end of the permanent URL, as with this item:
	+ Permanent URL: <http://ufdc.ufl.edu/UF00082548/00001>
	+ Printable tracking sheet: <http://ufdc.ufl.edu/UF00082548/00001/ts>