**Digital Humanities Library Group: Notes for Discussion on a Training Program, Focused on a Digital Project in Collaboration with a Curator in SASC[[1]](#footnote-1) and Digital Humanities Projects: Special and Area Studies Collections**

One possibility is to have trainings grouped within several training units to give people a framework to discuss what is wanted in concrete terms (how many classes over what time period, what types of classes, etc.) to help ground the discussion and ensure it’s productive. For instance, if the training is done in units, would it be useful to allow participants to earn a certificate/badge/etc. for completing each unit.

**Example Units and Trainings**

**Unit 0: Creating a professional web presence**

1. Workshop/training covering creating and cross-linking your web presence using:   
   <http://ufdc.ufl.edu/AA00021235/00001/pdf>
   1. Google+ account (for presence and Google Hangouts)
   2. Academia.edu
   3. LinkedIn
   4. Zotero (for your citations, groups, and more)

**Unit 1: Project Management and Collaborative Roles**

1. Training: Project Management:
   1. <http://library.ufl.edu/pers/ProjectManagementTools.htm>
   2. Sarah Bleakney and David Nessl, PM experts, may be willing to do workshops
   3. Basecamp training (Sarah Bleakney, contact to ask on this and Qualtrics for project assessment)
2. Training: Defining Team Roles and Supporting Collaboration with Project Charters
   1. Library Liaison Project Teams: <http://ufdc.ufl.edu/AA00017119/00021/pdf>
   2. Project Charters: <http://ufdc.ufl.edu/AA00017119/00015/pdf>

**Unit 2: Orientation to Special & Area Studies Collections (with Archives) and Digital Collections**

1. Training: Special & Area Studies Collections Orientation
   * Orientation: curators as core partners and developing collaborative goals that support curatorial needs and all other project participants; concerns and orientation to reviewing, researching, and other aspects of using materials
2. Training: Curator Talk on Digital & Physical Collections
   * Example: Baldwin, <http://ufdc.ufl.edu/AA00013900>
   * Example: African Studies, <http://ufdc.ufl.edu/IR00003162>
3. Training: Collection Level Description - Introduction to EADs
   * <http://ufdc.ufl.edu/UF00091724>

**Unit 3: Digital Project Planning, Digitization, and Production Management**

1. Training: Digital Project Planning and Management
   1. Digital Collection Project Planning, project proposal form: <http://ufdc.ufl.edu/l/AA00014532/00001/downloads>
   2. Planning and Managing Digital Projects: <http://ufdc.ufl.edu/l/IR00000812/>
   3. Copyright Concerns for Digital Collections: Individual Materials, Collections and Transformative Works, Orphan Works; Rights Statements: <http://ufdc.ufl.edu/AA00007596/00002/pdf>
   4. Digital Preservation: <http://ufdc.ufl.edu/IR00000449/00001>
2. Training: Digitization for Access and Preservation
   1. Digitization with the dLOC Manual: <http://ufdc.ufl.edu/AA00002865>
   2. Metadata Guide (with core elements): <http://ufdc.ufl.edu/AA00002864/>
   3. File naming: <http://ufdc.ufl.edu/l/AA00016465/00001>
   4. Using a Flatbed scanner: <http://ufdc.ufl.edu/l/UF00095843/00001>

**Unit 3-A: Alternate/Additional Topics in Digitization & Digital Production**

* Training: Selection, Scanning and Submittal of Government Documents
  + <http://ufdc.ufl.edu/l/AA00018019/00001>
* Digitization, <http://ufdc.ufl.edu/AA00016215/>
  + Metadata Theory and Specifications
  + Imaging Specifications
  + Structural Metadata and Quality Control Tool
  + Archiving and Preservation
* See example trainings/presentations from the dLOC Advanced Training Institute: <http://dloc.com/AA00016149/>
* See example guides for use in additional trainings: <http://ufdc.ufl.edu/AA00017119/>

**Unit 4: Digital Collections Management with SobekCM’s Curator Tools (available as webinars)***Training slides and videos:* [*http://ufdc.ufl.edu/IR00003545/*](http://ufdc.ufl.edu/IR00003545/)

1. Training: Introduction to SobekCM's Capabilities
2. Training: Submitting and Editing Resource Files and Metadata
3. Training: SobekCM Quality Control Tool and Serial Hierarchy
4. Training: SobekCM Curator Tools and Outreach

**Unit 5: Possible Trainings for Next Steps with Digital Collections**

1. Training: Connecting Digital Collections with Collection Development and Management
   * Bridging the IR+ Digital Library Gap: <http://ufdc.ufl.edu/l/AA00016464>
2. Training: Connecting Digital Collections with Exhibits
   * Actively Engaging Academic & Scholarly Communities in Library Exhibits: <http://ufdc.ufl.edu/l/AA00010168/>
   * Planning and Mounting Exhibits: <http://ufdc.ufl.edu/l/AA00014162/>
   * Planning and Running Launch Parties and other events
3. Training: Connecting Digital Collections with Library Instruction:
   * <http://dloc.com/AA00016267/00001>
4. Training: Connecting Digital Collections with Promotion & Outreach using Search Engine Optimization and Wikipedia
   * <http://ufdc.ufl.edu/l/AA00008692/>
5. Training: Connecting Digital Collections & Student-Produced Research for the Digital Collections
   * Developing Intellectual Infrastructure: <http://ufdc.ufl.edu/l/AA00016467/00001>
   * Enhancing Metadata and Creating Context: <http://ufdc.ufl.edu/l/AA00016041/>
6. Training: GIS and Mapping
7. Training: TEI
   * Including oxygen software for markup encoding, TEI encoding practices, and TAPASProject for online hosting, archiving, and user access
8. Workshop:
   * Writing a news or press release for a digital humanities project
   * Creating Conference and Poster Proposals for Digital Projects

**Digital Humanities Projects: Special & Area Studies Collections**

Please note all of these ideas have come from curators and have curatorial permission to use for the project. Listed projects are unordered.

**Book Arts Collection – Ellen Knudsen, Curator**This project would involve looking at different types of materials in the book arts collection. These are: Artists Books, Fine Press Books, Typography, Graphic Design, image and illustration, and woodblocks/engravings (possibly more). The project would be to have a site devoted to these types of materials with some photographs (Artists books cannot be digitized) and digitization. The project would involve: creation of website, research on different types of books, categorization of books, metadata, photography, and digitization. The end result would be to highlight the book arts collection by gathering materials together in a digital site.

**Popular Culture Collection – Jim Liversidge, Curator**This project would involve digitizing various scrapbooks (60 available) created by Jim about important events and popular culture items. We already know that these are used by many courses across campus (e.g., Newman in History) and they are receiving a good deal of wear and tear. The main parts of this project would include digitization, metadata, digital curation, copyright issues,[[2]](#footnote-2) exhibits, linked data, and writing of an introductory essay to the scrapbook collection.

**World War I Sheet music – Jim Liversidge, Curator**This project involves digitization of part of the large collection (500 sheets, majority are in English, some German) of sheet music in the Belknap Collection. It would specifically involve items created from the World War I period. This project would include digitization, digital curation, copyright issues, exhibits, linked data (specifically to Library of Congress), research on World War I sheet music, and writing of an introductory essay to the collection. Donor lives in Ocala and will be attending exhibit on this collection in Jan. 2015, and Jim is in contact with the Music School for possible performance of some the pieces.

**Digital Curation of the Baldwin Library Digital Collection – Suzan Alteri, Curator**This project would involve working with one of the subcollections already created in the Baldwin Library Digital Collection (there are currently five). Materials in these subcollections range from 23 items to 240 items. This would be a nice project to go alongside our training program since topics that can use this collection are: GIS/Data visualization, TEI, text mining, metadata, linked data, and exhibits. Digitization is probably not required for this project unless we wanted to add more materials to the subcollection.

**Education in Florida Subject Files – Carl Van Ness, Curator**This is a great ‘hidden’ collection that contains materials related to integration of public schools in Florida (K-12). The SASC department receives many requests from students and researchers regarding integration. Parts of the collection have been digitized, but it appears that the materials related to integration have not. This project would involve: digitization, digital curation, proper handling of archival materials, metadata, linked data, exhibits, and an introductory essay to this part of the collection. It may also be possible to include GIS/data visualization information.

**Other variations/projects:**

* Project themes that connect multiple collections (1968 with Teachers Strike, Popular Culture Collections, University Archives, connections to social justice, etc.)
* UF Presidential Speeches (fragile materials; reasonable effort can pull speeches for only 2 Presidents, others will require more time), Peggy McBride, Curator

**Other Collected Notes on Potential Projects**

Projects building with and from existing digital collections:

* Baldwin Library of Historical Children’s Literature (topics, focus, etc. to be determined)
* Baldwin, subcollection-based or connected project, with many subcollections: Grimm, Defoe, St. Nicholas, Early American Children’s Literature, Verne, Alice

TEI for dLOC texts as project stages to develop into projects on critical editions:

* *Anna Mahase*, <http://www.dloc.com/l/AA00016007/00001>
* *Susan Proudleigh*, <http://www.dloc.com/l/UF00081174/00001>
* *Becka’s Buckra Baby* (brief, could be a first project), <http://www.dloc.com/l/UF00078556/00001>

Other project possibilities:

* Project-concepts that are both Baldwin and dLOC; for instance, working on colonial writers like Eliza Fenwick, <http://ufdc.ufl.edu/l/AA00021227/>
* UF Presidential Speeches as a focused lens into UF history, could include an exhibit; could include new audio readings of speeches with no audio
* Larger project connections, in collaboration with others. Example: collaborating with Dr. Leah Rosenberg, Dr. Rhonda Cobham-Sander, and Dr. Donette Francis for their *Overlapping Diasporas Project* which includes African and Asian Diasporas and the Caribbean. This may evolve into an NEH Advanced Training Institute Grant, or another.

1. This is based on a similar format for the DMCTF: <http://ufdc.ufl.edu/l/AA00014835/00039/pdf> [↑](#footnote-ref-1)
2. Transformative work may apply: <http://ufdc.ufl.edu/AA00007596/00002/pdf> [↑](#footnote-ref-2)