# Welcome to the fair! DIGITAL READINESS FAIR

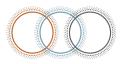
Virtually hosted by Appleton Public Library June 29, 2021



# WHAT TO EXPECT TODAY...

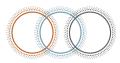
- Video and audio
- Use chat
- Recording and sharing
- Breaks!
- Need help during the meeting?
   Use chat or email vicki@wils.org or kristen@wils.org

Today's Agenda					
Time	Session	Speaker			
9:00 - 9:10 am	Welcome	Katie Stilp			
9:10 - 9:40 am	Digital Readiness Community of Practice	Vicki Tobias & Kristen Whitson			
9:40 - 9:50 am	Break				
9:50 - 10:40 am	Those Two Boxes of Tapes	Dorothea Salo			
10:40 - 10:50 am	Break				
10:50 - 11:05	Wisconsin Historical Society Local History Outreach Program	Kristen Leffelman			
11:05 - 11:35 am	Digitize Oconto County	Kitty Werner			
11:35 am - 12:05 pm	Making the Most of Digitization on Demand	Lina Rosenberg-Foley			
12:05 - 12:10 pm	Break				
12:10 - 12:25 pm	Digital Public Library of America / Recollection Wisconsin	Emily Pfotenhauer			
12:25 - 12:30 pm	Wrap Up	Vicki Tobias			



# A (brief) Introduction to "Building a Statewide Digital Readiness Community of Practice"

Vicki Tobias, WiLS/Recollection Wisconsin Kristen Whitson, WiLS/Recollection Wisconsin



### **Building a Digital Readiness Community of Practice**

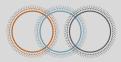
https://recollectionwisconsin.org/cop

NHPRC-funded project (thank you, NHPRC!)

- Planning Grant July-December 2019
- Implementation Grant October 2020-September 2021

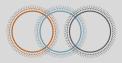
**Partners:** WiLS, Wisconsin Historical Society, Recollection Wisconsin, & Launch Committee





# What is Digital Readiness?

"...having the knowledge, tools, resources and infrastructure to provide online public access to archives and historical records."



# What's a "Community of Practice"?

*"It's a way to learn by working together...a group of people who share a common concern, set of problems, or passion about a topic and deepen their knowledge and expertise in this area by interacting on an ongoing basis."* 

Etienne Wenger, Richard McDermott and William M. Snyder, <u>Cultivating Communities of Practice</u> (2002)

### Goals & outcomes

- preservation and access
- resources and support through our community
- systems and procedures to guide digitization efforts
- increased opportunities for connections and engagement
- increased confidence and competence

# Our inspiration

- Why digital readiness? Why community of practice? Why now?
- Digital projects life cycle from planning to preservation it's not just about scanning stuff!
- Experiences understanding Wisconsin local history practitioner needs
- Information gathering during planning grant:
  - survey
  - community conversations
  - strategic planning
- We've got a white paper!<u>https://tinyurl.com/yvy2da8s</u>



#### Launch Committee

Chris Allen -Kenosha County Historical Society Ben Barbera -Milwaukee County Historical Society Bonnie Byrd -Waukesha County Historical Society Michelle Gobert -Forest County Historical and Genealogical Society; University of Wisconsin - Extension Jennifer Gurske -Madison Trust for Historic Preservation Joe Hermolin -Langlade County Historical Society **Cheryl Kern-Simirenko -**Stanley Area Historical Society Janean Mollen-Van Beckum -**History Center of Washington** County Tammy Schutz -**Barron County Historical Society** Katie Stilp -Appleton Historical Society, Appleton Public Library Robin Untz -Lake Mills-Aztalan Historical Society



### Digital Readiness Launch Committee during our kick-off meeting in October 2020

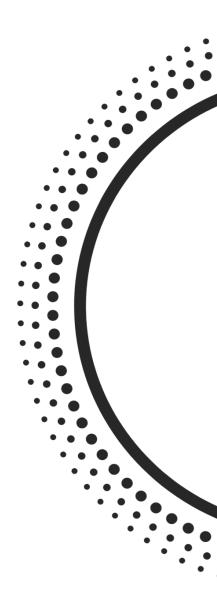
# What digital readiness questions or needs do you have?

Answer in Chat.



# **Digital Readiness Tools and Resources**

- Digital Readiness Levels
- Digital Projects Toolkit
- Implementation Guide
- Glossary
- Case Studies
- Digital Readiness Fairs



### **Digital Readiness Levels**

- Based on the NDSA Levels of Preservation
- Provide an accessible starting point for any organization
- 7 functional areas, in 3 tiered levels
- Organizations can start or end anywhere on the levels
- Drafted by Emily P., revised with input from community members
- "Check As You Go" questions emphasize the recursive nature of the levels' activities

# **Digital Readiness Levels**





Focus Area	Bronze	Silver	Gold	
Plan and Prioritize	Set goals for your digital work that fit your organization's mission and policies. Revise existing policies to include digital work, or adopt a separate digital mission statement.	Identify content you want to share in digital format based on your organization's goals, mission and policies. Identify potential partners, resources, tools and platforms to meet your goals.	Make a plan for your digital project with timelines, roles, activities, goals and required resources. Share with partners participating in your project.	
Obtain Permissions	Create and use permission forms and donor agreements, or modify existing ones, that include specific language for the use of born-digital or digitized collections.	Assess collection for copyright status. Identify collections items with other access restrictions or concerns, including items with privacy, ethical or cultural considerations.	Assign rights statements or Creative Commons licenses for collection items to be publicly shared online. Develop and share your organizational takedown policy and, if applicable, a statement on harmful content.	
Digitize	Identify standards and procedures to be used to digitize physical materials or process born-digital content.	Undertake digitization or born-digital processing work either in-house or with an appropriate vendor or partner using identified standards.	Use or advocate for a quality control checklist to review digitized or born- digital content to confirm it meets identified standards.	
Describe	Create and maintain a collection-level inventory of digital content. Identify metadata standards to be used for digital collections.	Using identified standards, create descriptive metadata for collection items to be shared online. Adopt a consistent file-naming convention.	Create expanded item-level metadata, using controlled vocabularies and a data dictionary.	
Share	Gather and evaluate digital content. Organize and move content and associated descriptive information to a centralized location using a consistent folder and file organization scheme.	Review access goals and options for providing access to content. Choose a system or platform that meets your goals.	Make item-level metadata and content available for discovery and repurposing. Follow accessibility standards for online content including alt text, transcripts and other accessibility best practices.	
Store and Maintain	Store two copies of each unmodified archival file and related metadata. Check storage media annually and refresh as needed.	Store three copies of each archival file and related metadata. One copy should be stored off-site. Check and refresh storage media on a regular schedule.	Plan for future storage needs as your collection grows. Use software tools to check file integrity.	
Evaluate	Evaluate Identify primary users and ways to engage them in your digital collections. Collect usage data. Consider using analytics tools, social media, or research inquiries to gather use stories.		Share your story with other practitioners to build community around digital work. Use data to inform future collection development work, outreach and programming.	

# **Check As You Go**



As you move towards a new level in any of the focus areas, consider the following questions:

#### Is it documented?

- Are new directions and decisions represented in existing policies, such as a collection development policy or a rights and reproductions policy? Do policies need to be revised or do new policies need to be created?
- Are new procedures or processes written down, such as steps for using a scanner or standards for how to describe content? Is there enough information provided that someone new to the organization would be able to carry out these processes on their own?
- Are partnerships or arrangements with other parties, such as a digitization vendor or a content contributor, documented in some way, like a contract, Memorandum of Understanding, or letter of commitment?

#### Is it sustainable?

- Is there a plan for how this work will continue to be supported by staff and/or volunteers from year to year?
- What work needs to be done to maintain relationships with partners or collaborators?
- Is funding committed for any recurring costs, such as a cloud storage service?
- Are best practices and widely-adopted standards being used, so that digital work is "future proof"--that is, it's compatible with commonly-used platforms and systems?
- Is there an exit strategy for any tools or partnerships? For instance, can content be removed from a platform if necessary?

#### Is it appropriate, relevant and/or accessible?

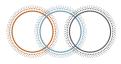
- Are new digital initiatives in line with the organization's mission and values? Do digital initiatives reflect community needs and respect community priorities?
- If information is available publicly, is it violating any privacy, copyright or ethical considerations?
- Can all potential users access the content? What can be done to improve accessibility for people with disabilities?

#### Is it working?

- Are we doing what we set out to do? What were our goals and have we achieved them, partially or fully?
- What have we learned and what will we do differently next time?
- What lessons learned would be helpful to other organizations?
- · Have we communicated our project decisions and progress to stakeholders and partners, including any funders?

#### ACKNOWLEDGEMENTS

The Digital Readiness Levels was made possible by a grant to Recollection Wisconsin from the National Historical Publications and Records Commission (NHPRC). Many thanks to the Digital Readiness Community of Practice Launch Committee and other experts who reviewed and provided feedback on drafts. The structure of the Levels is adapted from the National Digital Stewardship Alliance Levels of Digital Preservation.



### **Digital Projects Toolkit**

- Recollection Wisconsin website
- One stop shop for all things digital readiness



### **Digital Readiness Glossary**

The Glossary below includes many commonly used archives, digital collections, and organizational terms and acronyms. Don't see a term, phrase, or definition you think should be included? <u>Send us an email</u> to let us know!

Terms below are listed alphabetically. Scroll to the term you're looking for, or click the magnifying glass icon in the upper right corner of the table below to search. You can also scroll to the right to see the sources of definitions.

✓ Hide fields				
	Term .	Definition ~	Source of definition (if $\neg$	Related to
1				l
2	3-2-1 Rule	The 3-2-1 rule informs digital preservation and storage strategies. Maintain <b>three</b> copies of your digital files on <b>two</b> different storage media with at least <b>one</b> copy stored off site. <i>See: Storage Diversification, Digital Storage</i>	Recollection Wisconsin Digital Projects Toolkit	Storage Diversification Digital Storage
3	AASLH	AASLH stands for the American Association for State and Local History.	AASLH (American Association for State and Local History)	

https://recollectionwisconsin.org/toolkit/digital -readiness-glossary



# digital projects CASE STUDIES

short accounts from Wisconsin organizations of all sizes on their work selecting, digitizing, cataloging, and sharing their historical resources for online access.

#### Digital Readiness Case Study in Brief: **Richard I. Bong Veterans Historical Center** March 2021

#### About the organization

Located in Superior, Wisconsin, the <u>Richard I. Bong Veterans Historical Center</u> (BVHC) preserves and honors the memory of Major Richard I. (Dick) Bong and all veterans of World War II and subsequen conflicts, and provides educational resources for community and beyond. The BVHC opened to the public in September 2002 and maintains a remarkable collection of historic records and artifacts that document Wisconsin veterans and their military service. Briana Fiandt serves as the BVHC curator of collections and participates in Recollection Wisconsin governance committees.

BONG

VETERANS HISTORICAL CENTER

#### **Digital Readiness Challenges and Opportunities**

- Participation in Curating Community Digital Collections (CCDC): Work completed through CCDC was an important and welcome opportunity to advance their digitization program. Volunteers now follow more <u>detailed workflows</u> for scanning and cataloging their materials. • Community support: Staff often rely on Recollection Wisconsin's digital projects resources including
- Metadata Essentials and the Digital Projects Toolkit. Content management systems: They are migrating their digitized content out of PastPerfect and
- into Collective Access, a free, open-source content management system for cataloging and sharing museum and archival collections. Concerns about ongoing sustainability and support from PastPerfect motivated this change
- Oral histories and Listening to War: The BVHC's wartime oral histories are included in Listening to War: Wisconsin's Wartime Oral Histories, an NEH-funded project which brings together first-person accounts of Wisconsin veterans and civilians. The project provides an opportunity to reach new
- donors, by demonstrating how the public might interact with BVHC collections. Content warning statements: It's important to prepare patrons for sensitive or harmful topics and language they might encounter in a collection or exhibit, especially war-related material. They include a disclaimer to prepare users for the content: "This [item] contains language that is offensive and is presented as it exists in the original documents. The materials reflect the context in which they were created but do not represent the views of the Richard I. Bong Veterans Historical Center."

#### Lessons Learned

- · Legacy projects. Sometimes it's better to live with less-than-ideal components of a legacy digitization projects. A much better use of time and resources could be to focus on current and new projects and adopting the guidelines and best practices.
- Working with volunteers. Volunteers have varied skills sets and different work styles so it is important to have good training materials and a strong support system to guide their work. It's more than just a policy. Information included in their digital preservation policy provided a good
- jumping off point for conversations about digital work with different stakeholders.
- Slow and steady progress. Focusing on one or two small goals like developing, implementing, and documenting a file-naming scheme or documenting a scanning process as a training tool for volunteers. Over time, small goals will become part of a larger, more sustainable digital program.

#### nity of Practice, visit https://recollectionwisconsin.org/co



#### **Digital Readiness Case Study in Brief:** Madison Trust for Historic Preservation January 2021

#### About the organization

Since 1974, the Madison Trust for Historic Preservation has focused on

- advocacy for and education about Madison, Wisconsin's historic properties The organization is managed by a Board and one part-time staff member and has relied on a
- olunteer board of trustees and community volunteers invested in local history preservation. See the full Case Study online for more on the organization and the digitization initiative.
- **Digital Readiness Challenges and Opportunities** 
  - Creating and sharing resources and knowledge: Initial project analysis and planning efforts helped inform additional grant applications. Documenting decisions, processes and data will make future grant applications easier and demonstrate how they will build upon previous successes
  - Expanded access: Madison Trust will provide public access to their digitized materials through Recollection Wisconsin, increasing awareness of their organization and collections. This step will require a more in-depth exploration of copyright status for some materials, publicizing the digitized collection and thinking about ongoing costs for collection maintenance and preservation.
  - Digital preservation and storage: An analysis of digital preservation principles will be undertaken, along with how they apply to Madison Trust. For now, their digitized materials are stored on two external hard drives backed up by BackBlaze, a cloud-based backup and storage service.
  - Secure, stable funding: The Trust is a small cultural heritage organization with a limited budget Multiple small grants supported initial equipment purchases and staff but they hope to identify and secure more sustainable funding for this work.
  - Continued participation in the Digital Readiness Community of Practice: This group provides a support network for local history practitioners to connect, support and learn from each other Resources and recommendations such as these are also available in the Digital Projects Toolkit.

#### Lessons Learned

- Digitization projects serve many purposes such as supporting virtual reference service for organizations without (or unable to use) a public-facing space.
- Before you ever start scanning, there's a lot of work that goes into a digitization project decisions and planning that help a project run smoothly and provide "proof of concept" and foundation information for funding requests.
- Small grants can be used to seed different project components. For example, small grants might pay for a scanner, support a few hours' scanning staff each week or provide for digital storage space on an external hard drive.
- Working with students and volunteers carries unique and gratifying challenges. Having clearly written guidelines and training materials will help facilitate the work and partnerships

#### ation about our Digital Readiness Community of Practice, visit https://recollectionwisconsin.org/co

#### recollection



#### Digital Readiness Case Study in Brief:

#### Lake Mills Aztalan Historical Society



Since 1941, the Lake Mills Aztalan Historical Society (the Museum) has been dedicated to preserving and sharing local pioneer and ancient Native American history. Lake Mills Aztalan Historical Society's Museum comprises seven pioneer buildings. Robin Untz serves as the Museum Board president and curator. See the full Case Study online for more on the organization and digital readiness initiatives.

#### Digital Readiness Challenges and Opportunities

- Intellectual control: When Untz was appointed Board President in 2013, the Museum's physical and digital collections were scattered in various locations and with multiple external vendors. She facilitated the return and organization of the materials; accurate and up-to-date inventories will help ensure continued intellectual control over the collections.
  - Digital readiness plans: A holistic approach to digital readiness will focus on creating an accurate inventory of digitized content, organizing and renaming digital files, and documenting and implementing digitization best practices. These activities will set the stage for future digitization projects. Tools and templates are available in the <u>Digital Projects Toolkit</u>.
  - Building a community of practice: Previous positive experiences in connecting with other local history practitioners inspired Untz to join Recollection Wisconsin's Digital Readiness Community of Practice. Her main goals for participation are to help build and share with her Board members and volunteers, a network of contacts and resources to support their ongoing digital work.
  - Sustainable leadership: Increasing learning opportunities for volunteers will empower them to more fully engage with digital collections projects and remain engaged with the Museum as they move into leadership roles. Access to a wider network of practitioners and training materials will
  - help their organization recruit, engage and hopefully retain skilled volunteers. Documenting decisions and procedures: Creating and sharing project plans and key decisions. workflows, file-naming standards, and/or file storage plans may help future staff and volunteers

understand past decisions and continue the work with greater ease.

recollection

#### Lessons Learned

- The initial planning stage of any digitization project should always include figuring out where previous projects may have left off by connecting with past project leaders and volunteers,
- tracking down project documentation, and locating the digital files. Digitization projects serve many purposes, including creating digital content to increase online
- engagement but also an opportunity to build community engagement around shared local history. · Planning for future projects means empowering others to learn and participate in digital work so
- they are ready to step in and take the lead. · Untz's experience leading the Museum in a volunteer capacity is a good reminder that this work
- is sometimes slow, never finished, and always worth it. Incremental progress is still progress.
- ation about our Digital Readiness Community of Practice, visit https://recollecti-

https://recollectionwisconsin.org/digital -projects-case-studies



# **Questions?**

# Comments?

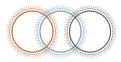


# **Break time!**



Source: Recollection Wisconsin, University of Wisconsin Madison





### **Dorothea Salo**

Distinguished Faculty Associate, UW-Madison Information School



Dorothea Salo is a Distinguished Faculty Associate in the University of Wisconsin at Madison's Information School. Her "Recover Analog and Digital Data" project rescues audio, video, and digital data from obsolete or decaying carriers.

# **Break time!**



Source: Recollection Wisconsin, University of Wisconsin Madison





# The Wisconsin Historical Society's Local History Outreach Team

An Introduction

# **WHS Local History Outreach Program**

The Wisconsin Historical Society's Local History Outreach Program manages:

- Outreach services and partnerships with local history, heritage, and cultural groups
- Local History Affiliate Program
- Wisconsin State Historical Markers
- Speakers Bureau
- Traveling Exhibits
- Webinars, programs, conferences, and more





# **Regional Staff Contacts**







# **Outreach** Regions



Northern Region Liz Arbuckle 715.685.2667 liz.arbuckle@wisconsinhistory.org Headquartered in Ashland



West Central Region

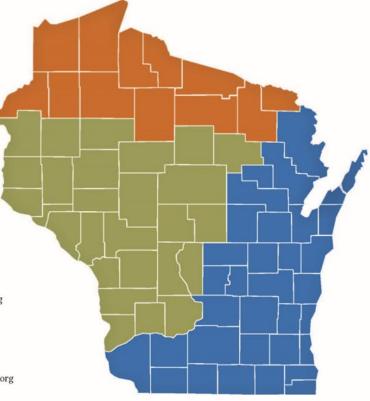
715.836.2250

janet.seymour@wisconsinhistory.org Headquartered in Eau Claire



Southern & Eastern Region Kristen Leffelman

414.988.8655 kristen.leffelman@wisconsinhistory.org Headquartered in Milwaukee



# **Statewide Programs**



Tanika Apaloo Multicultural Outreach Coordinator

- **Fitzie Heimdahl** Historical Markers Program Coordinator
- Multicultural outreach
- Heritage month activities
- Historical Markers program



- Amy Norlin Outreach Services Coordinator
- Annual reporting
- Affiliate communications
- Becoming an affiliate



# **Affiliate Program**

- The Local History Outreach Program supports a network of 426 affiliated organizations
- □ All non-profit community history and cultural organizations, including publicly funded museums and tribal museums, can apply for affiliation

#### Affiliated organizations can:

- Apply for mini-grants to support collections care
- Have endowment funds managed by the Wisconsin Historical Foundation
- Participate in the Wisconsin Council for Local History
- Receive Wisconsin Historical Society publications and newsletters
- Receive discounts from Gaylord Archival
- And more!





# **Mini-Grant Program**

- Each spring, affiliates can apply for grants up to \$700 for projects and activities that support collections care and management
- Have one of these projects on the horizon? Plan now to apply for a 2022 minigrant!
  - Archival supplies
  - PastPerfect Software
  - Storage & Shelving
  - Digitization Equipment
  - Climate Control
  - Computer Hardware
  - Conservation Supplies
  - Training





# Ways to Engage: Webinars

- The Local History Outreach Program offers free, open webinars throughout the year
- Recent topics include:
  - □ The Hmong refugee experience in Wisconsin
  - Interpreting women's history at historic sites
  - Markers, monuments, and meaning
  - Strategies for fundraising success during COVID-19
  - Reopening museums and historic sites
- Past webinars are available via the Wisconsin Historical Society website





# Ways to Engage: Local History & Historic Preservation Conference

- In partnership with the State Historic Preservation Office, the Local History Outreach Team plans the annual Local History & Historic Preservation Conference
- Use we hope you can join us!
  - October 20-22, 2021 Online
  - October 13-15, 2022 Rothschild, WI
  - October 19-21, 2023 La Crosse, WI
  - October 17-19, 2024 Appleton, WI





# Ways to Engage: Book Club

- □ Join fellow Wisconsin book lovers and amateur historians in engaging discussions on unique books
- These virtual meetings are free to join, and registrants get a 20% discount on selected WHS Press titles







# Exciting Developments: New Wisconsin History Museum

- The Board of Curators recently approved a \$120 million project to build a new Wisconsin history museum at a new site one block away from the State Capitol
   The new museum is being funded through a combination of private donations and state funds
- Look for ways to engage in sharing your history as we launch the next phase of statewide programs soon!





# **Connect with Local History Outreach**

- □ Email Local History Outreach at <u>fieldservices@wisconsinhistory.org</u>
- Request the Local History e-newsletter by email
- Join the Local History Listserv to ask questions, seek advice, post events, and more
- Go wihist.org/LocalHistory to learn more!









# **Any questions?**





# Thank you!

To learn more visit wisconsinhistory.org



# Thank you, Kristen!



# conto County Genealogical Society



# Oconto County Historical Society



#### Welcome to the Newspaper Archives

Click Here to SEARCH THE NEWSPAPERS

#### PROJECT GOAL

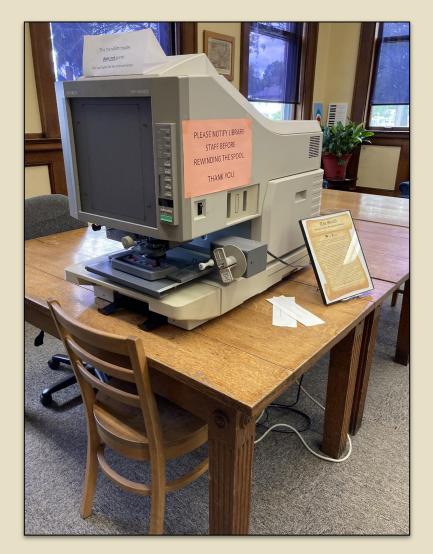
The goal of Digitize Oconto County is:

- To preserve the history of Oconto County for future generations one page at a time as documented in the early newspapers
- To make Oconto County history and stories accessible to everyone online
- To make the newspapers searchable

We hope you will support this important endeavor.

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### **Farnsworth Microfilm Reader & Printer**





The ResCarta Foundation, a non-profit organization, was founded to encourage the development of a single set of open community standards and open source implementations of those standards.

Our goal is to create, through collaboration, digital content production standards and open source applications that allow users to access disparate digital collections in a simple, user friendly process, leading to interoperability.

ResCarta recommends

Scanning services: Indus Northern Micrographics

Hosting services: Arvixe

# ResCarta Scan Day





- What does it take?
  - Greeting/Registration
  - Flatbed scanning
  - Document scanning
  - Slide scanning
  - Photography booth
  - Disk Production



Inform. Instruct. Inspire!

### **Genealogy and Local History**

The Laurie History Room in Sturgeon Bay offers an extensive genealogy and local history collection. Resources available include local newspapers on microfilm, a local newspaper obituary index, family histories, a cemetery index, marriage indexes, city directories, school yearbooks, censuses on microfilm, plat maps, biographies and histories of Door County, works by local authors, and much more.

Join us for our <u>Virtual Genealogy Meetings</u> the 1st and 3rd Thursdays each month at 2:00 PM (recordings of <u>past meetings available on YouTube</u>).

#### Door County Library Newspaper Archive newspapers from 1862 to 1979





## RESOURCE DESCRIPTION About Our Microfilm Collection Access Information and Sales Service



Newspapers deteriorate,

Microfilm wears out,

But digitized material can be made searchable, can be converted to other formats, and will last. The first newspaper, Oconto Pioneer, began in 1859. Here is a list of the county's 19 newspaper microfilms available At Wisconsin Historical Society. We have been given permission to digitize all the newspapers up to the present date.

#### For exact issue dates, see our website.

THE ENQUIRER FARMER HERALD GILLETT TIMES HERALD LENA ENTERPRISE MAPLE VALLEY EDUCATOR MILITIAMAN (Oconto) OCONTO COUNTY CHRONICLE OCONTO COUNTY ENTERPRISE OCONTO COUNTY REPORTER O.C. REPORTER-ENTERPRISE O.C. ENTERPRISE ENQUIRER OCONTO FALLS HERALD OCONTO LUMBERMAN OCONTO PIONEER OCONTO TIMES SURING SUN UNION FARMER (Oconto Falls) UNION FARMER-HERALD

Digitize Oconto County Contact us at: digitizeoconto@gmail.com

#### DIGITIZE OCONTO COUNTY



Project Goal: Preserving the history of Oconto County -one page at a timeand making the newspaper content freely accessible to everyone

A County's Journal as reported in its early newspapers

Whether your interest is learning about local history, researching genealogy, or just gatting a perspective on the county as a whole, you will appreciate this special effort to make the early Oconto County newspapers available online. With today's 'writter, blog, email, texting' hardly anyone reads newspapers today. But we forget that everyone depended on the newspaper for their information in the senty days.

Back then, it wasn't necessary to be famous or important to be in the paper because they covered just about everything in the community.

The early newspapers kept neighbors in touch, and in the process, they captured everyday stories about the people, the community, and the world.

There were special town sections that let all the readers know what was happening such as who came down with the pripe, who celebrated an anviversary, school news, who hosted a card party, family and school reunions, house fires, limber and mill accidents, and, of course, the weather. This is the kind of information in the newspapers that you cannot find anywhere else.



#### Ogitize Oconto County is a group working to digitize all the Oconto County newspapers and make them available and searchable online. We now have permission to digitize newspapers to the present date.

The newspapers provided a unique window into our community. If you want to find out more about an old business in the county, your family, school news, or you are interested in the history of our area, and would like to see it preserved for future generations, contributing to Digitize Coento County is your answer.

We hope you will help support this important endeavor. You may wish to honor a loved one, a special date, or your hometour. Your sponsorship will be recognized with every issue that you fund.

#### One issue is \$3.00

For full pricing options and exact issues available, go to our website: ocnews.co.oconto.wi.us

#### Please join us in this venture

Name

Address

City, State, Zip Code

Company/Organization

Email To sponsor a particular newspaper,

or to honor a loved one's memory, please specify:

Issue Date/s:

This gift is given in memory of:

Make check payable to: OCHS Mail form and contribution to:

Digitize Oconto County c/o Kitty Werner, Co-Chair 800 Superior Avenue Oconto, WI 54153



### **Jake & Connie Jacobs**

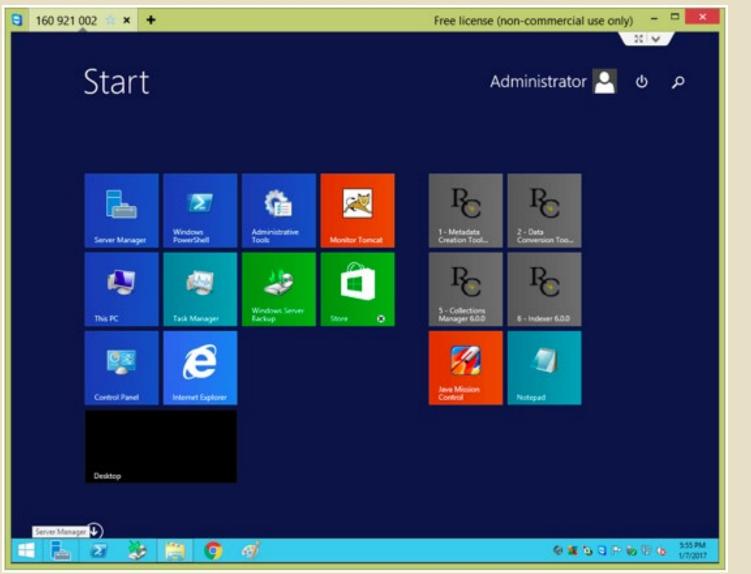
### **TeamViewer App**

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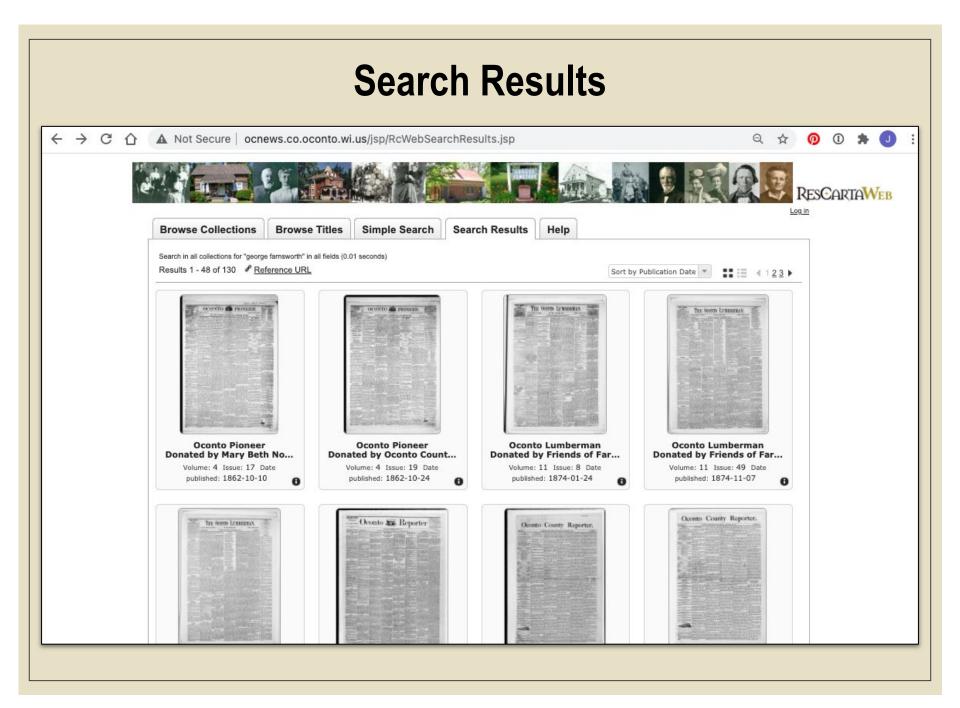


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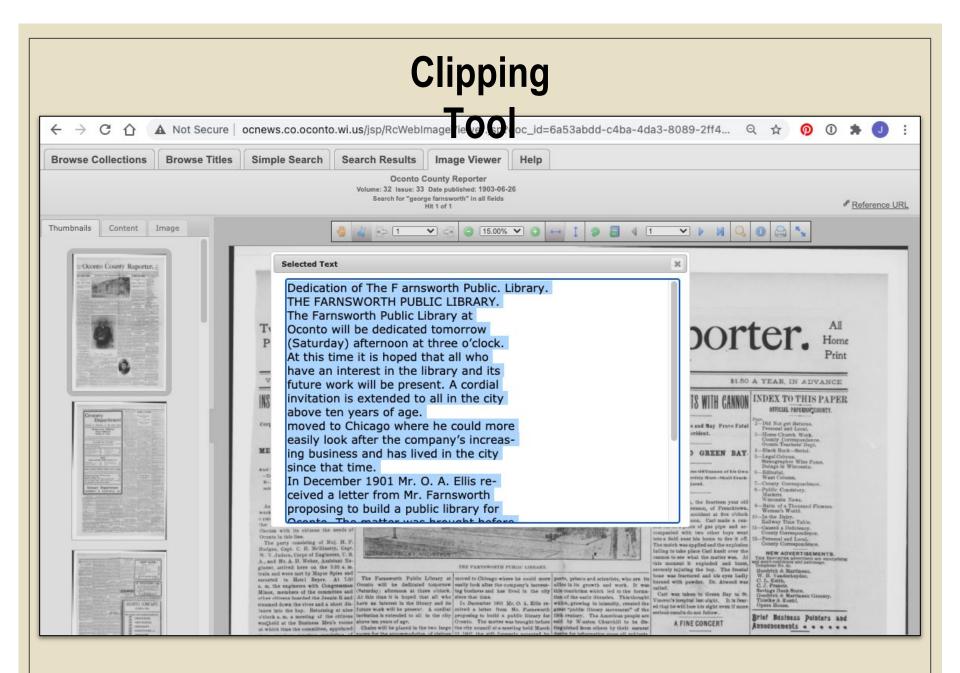
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### **Simple Search**

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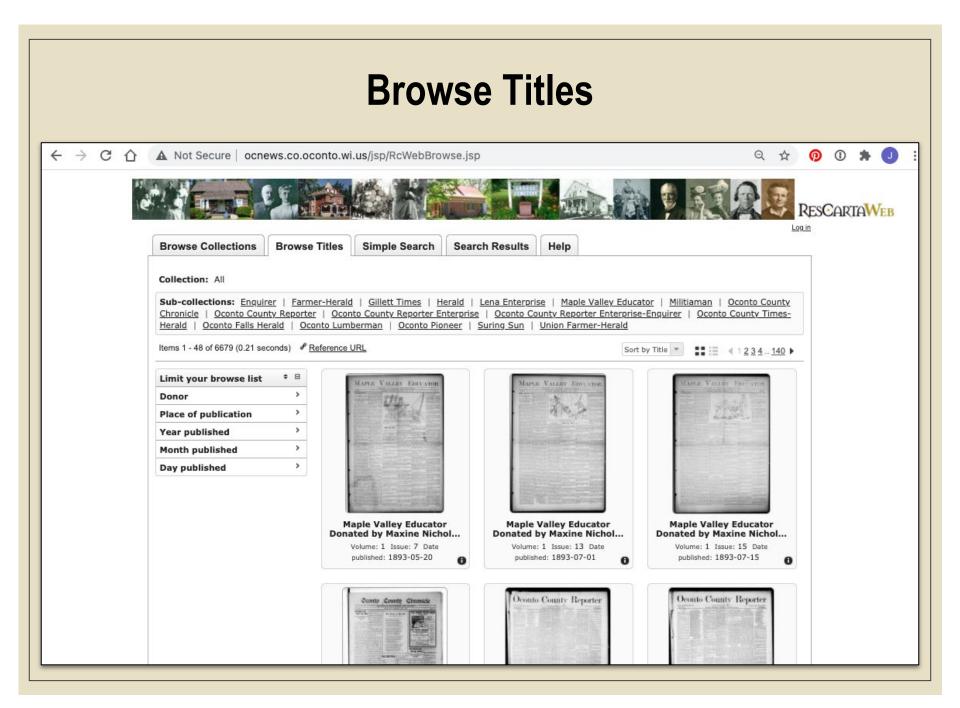


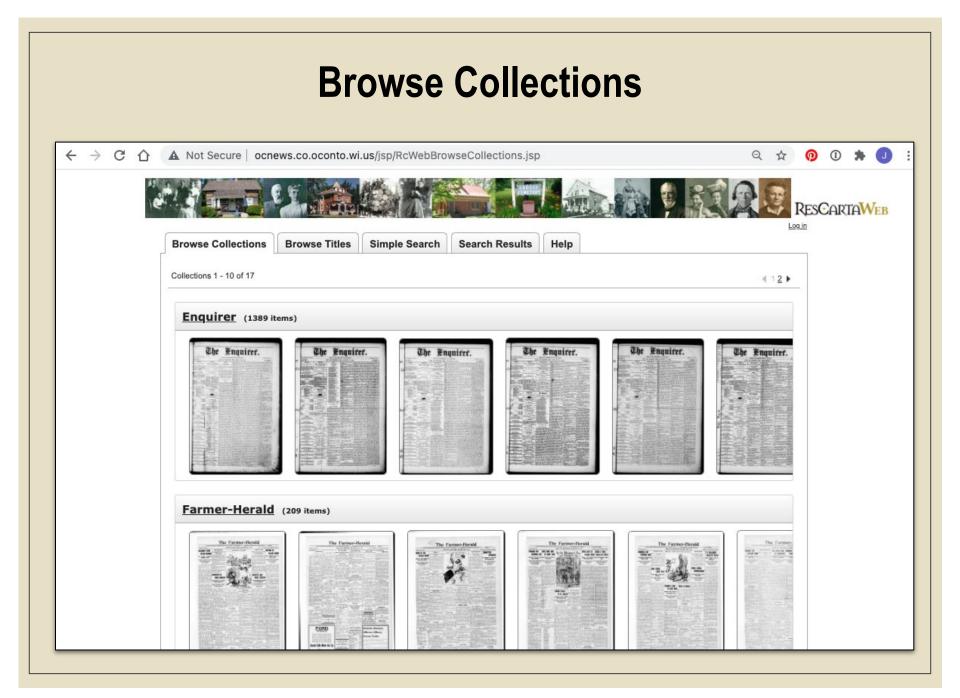


### **Snipping Tool**



Chairs will be placed in the two large the city council at a meeting hold March. tingulated from others by thele samest





### ORGANIZATIONS USING RESCARTA

**Door County Library** 

Algoma Library

Shorewood Historical Society: almost 3500 items:

yearbooks, phone directories, newsletters, newspapers

### **SCAN DAY sites**

Westby: https://scandays.rescarta.org/Westby Galesville: https://scandays.rescarta.org/Galesville/jsp/RcWebBro wse.jsp

#### SERVICE PROVIDERS

**Northern Micrographics** in La Crosse has been doing it. They are closing June 30. The Crowley Company in Maryland will continue to provide preservation imaging services to their customers.

Crowley Company Indus [ResCarta recommends] BMI Imaging Scanning America Pro: Faster to get images Con: More expensive, have to send items to them

Oklahoma Correctional Industries: digital imaging, less expensive

Wisconsin Historical Society charges \$0.15 per frame. Pro: WHS has their own copies that are not circulated so they are pristine. Less expensive Con: It takes much longer to get the images. [Currently not taking new clients] Wisconsin Historical Society https://www.wisconsinhistory.org/Records/Article/CS40 08

ResCarta https://www.rescarta.org

Scan Day Presentation http://rescarta.org/ScanDayIL2011.pdf

TeamViewer https://www.teamviewer.com

# Thank you, Kitty!

Lina Rosenberg Foley, university archivist

# MAKING THE MOST OF DIGITIZATION ON DEMAND



# The set-up

- Tight budgets
- Small staff
- Additional duties
- ...and yet, time for digitization







# House #1:

- Lux is Lawrence's digital repository for scholarly works
- Home to published materials from the Archives
- Digital Commons platform



#### UNIVERSITY ARCHIVES

The Lawrence University Archives collects, preserves, and makes accessible materials that document the history of both Lawrence University and Milwaukee-Downer College. Located in the Seeley G. Mudd Library, it serves as a resource for Lawrence students, faculty, staff, alumni, and members of the wider community. The resources presented here represent a selection of items from the University Archives holdings. For more information about our collections, visit <u>our collections</u> <u>database</u>. For general information about the Archives, visit <u>our website</u>.

Follow

Browse the University Archives Collections: Commencement Addresses Commencement Programs Course Catalogs Faculty Award Citations Lawrence University Presidential Portraits Lawrence Yearbooks Milwaukee-Downer College Publications and Histories Oral Histories Selections from the Archives Student Handbooks The Lawrentian



# ARTSTOR

# House #2:

- Artstor hosts the bulk of our digital content
- Home to photographs, objects, and individual or unpublished documents
- ITHAKA product

#### Lawrence University Archives This collection consists of digitized content from the Lawrence University Archives. It includes a selection of photographs of the Lawrence and Milwaukee-Downer College campuses, students, faculty, and staff; letters and memoranda; reports and publications; Artist Series and other event programs; and photographs of artifacts from our collections. These materials collectively document the rich history of Lawrence University, founded in Appleton,

Sort: Relevance - Images/page: 48 - . Select

Celebrate! LU Sprin...

Lawrence faculty let..

1928-01-31

PUBLIC

( 1 of 54 )



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Browse Collection

More

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circa 1975-1985

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Lawrence University

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Smith House circa 1914-1929

PUBLIC

1955

PUBLIC







Plaque with Milwauk.

circa 1920-1964



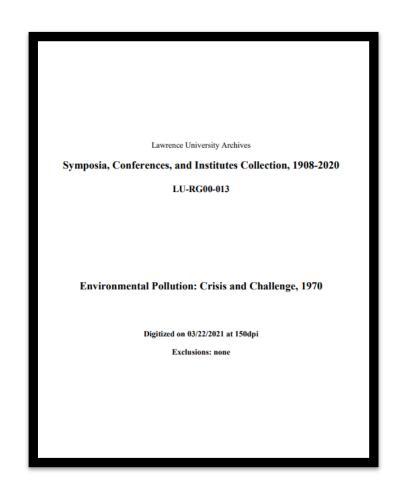
Scottish dance at M. Swimming pool in Al circa 1951





# House #3:

- In house file storage
- Lower resolution "quick scans" for reference
- Not available online





# Standardization

- Across all platforms
- Master files vs. Access copies
- Color correction
- Metadata matching



Maxie 10th anniversary, 1951 September, ARC2015-027.

Ask yourself when NOT to digitize



# **Digitization on Demand**



Field Day event at Milwaukee-Downer College, 1913-1917, ARC2021-085.

Can turn this one image...



## Into all of these





**Annual Field Day** 



MILWAUKEE-DOWNER ANNUAL FIELD DAY COLLEGE VS. SEMINARV

WAUKEE - DOWNER JAL FIELD DAY

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> d. 1. seball game.

#### SATURDAY, MAY 23rd, 1914, at 2:00 P. M. ORDER OF EVENTS: 1. 50 yard Dash-Record 6 3-5 seconds. Hartford Ave. 2. 100 yard Dash-Record 13 2-5 seconds. Hartford Ave. 12 3. Soccer Game-1st half-Seminary vs. College. 4. Running Broad Jump-Record 13 feet. 75. 5 pound Shot Put-Record 33 feet 1 inch. 6. Running Hop Step and Jump-Record 28 feet 10 inches. 2944 7. Basket Ball Throw for Distance. 7 5 Base Ball Throw for Distance. 146 5 9. Soccer Game-2nd half-

MILWAUKEE-DOWNER

ANNUAL FIELD DAY COLLEGE vs. SEMINARY

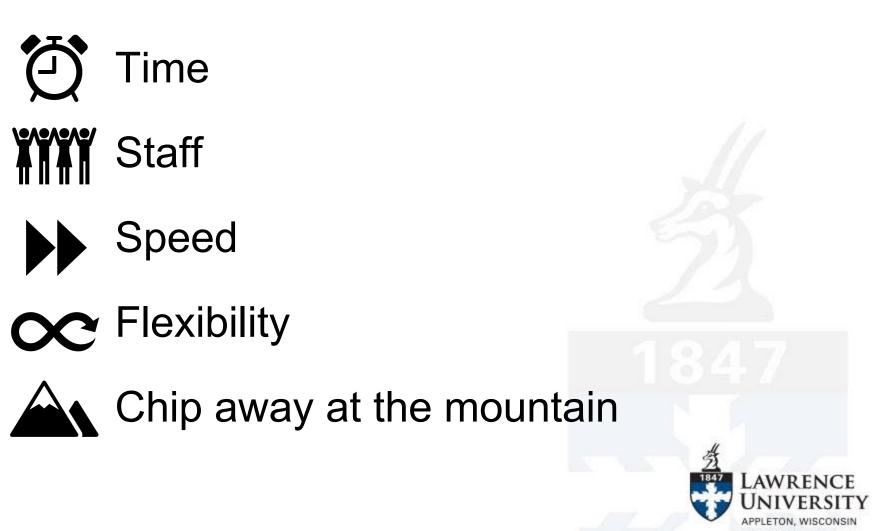








# Why digitize on demand



1922	30530445	ARC2021-095.tif	Rosenberg Fol 2021-06-16	Milwaukee-Downer College class of 1922
	30530444	ARC2021-094.tif	Rosenberg Fol 2021-06-16 Lawrence	Mojmir Povolny teaching
Gen	30530443	ARC2021-093.tif	Rosenberg Fol 2021-06-16 Lawrence	Mojmir Povolny speaking to a woman
	30530442	ARC2021-092.tif	Rosenberg Fol 2021-06-16 Lawrence	Mojmir Povolny receiving an honorary degree hood
A.	30530441	ARC2021-091.tif	Rosenberg Fol 2021-06-16 Lawrence	Mojmir Povolny giving a press conference
	30530440	ARC2021-090.tif	Rosenberg Fol 2021-06-16 Lawrence	Group photograph of four faculty members

### **Metrics. Metrics. Metrics.**

Consider the cumulative effects of digitization on demand compared to point in time projects



Lina Rosenberg Foley, University Archivist archives@lawrence.edu Lina.b.rosenbergfoley@lawrence.edu

Access our digitized collections Follow us on Instagram, Facebook, and Twitter Linktr.ee/luarchives





# Thank you, Lina!

# What digital readiness questions or needs do you have?

Answer in Chat.



# **Break time!**



Source: Recollection Wisconsin, University of Wisconsin Madison



Recollection Wisconsin and the Digital Public Library of America

AMPLIFYING YOUR DIGITAL COLLECTION

**Marquette University Archives** 

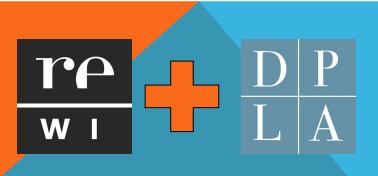
Emily Pfotenhauer <u>emily@wils.org</u> recollectionwisconsin.org dp.la



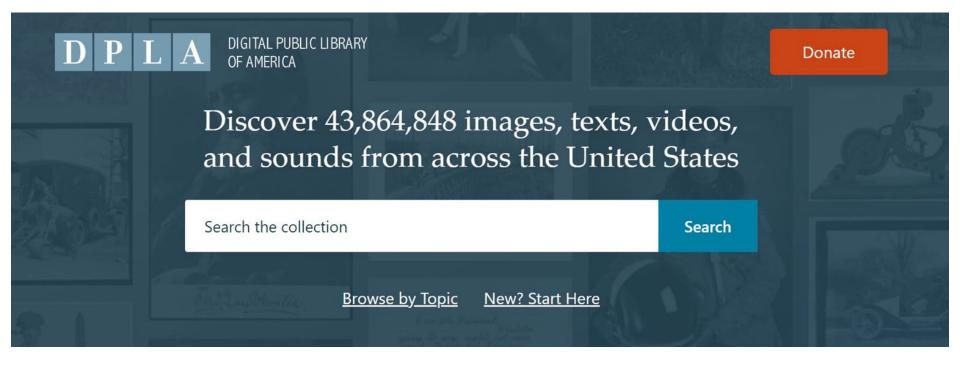




The Digital Public Library of America amplifies the value of libraries and cultural organizations as Americans' most trusted sources of shared knowledge.



## A RESEARCH PORTAL





### A TEACHING RESOURCE

### Primary Source Sets

Primary source collections exploring topics in history, literature, and culture developed by educators — complete with teaching guides for class use.

Subject		Time Period		Sort by	
All Subjects	~	All Time Periods	~	Recently Added	~



California Gold Rush Expansion and Reform (1801-1861) US History, Migration



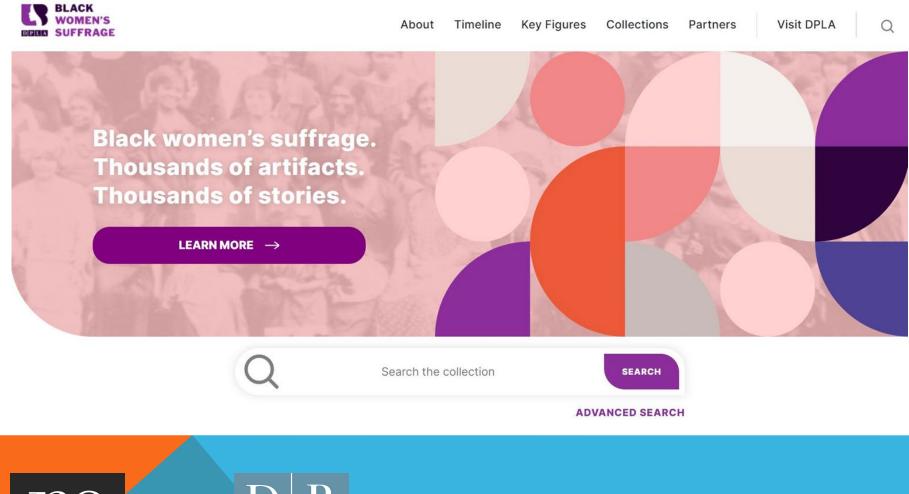
The Emergence of Modern America (1890-1930) US History, World History, Law and Government



Cotton Gin and the Expansion of Slavery Revolution and the New Nation (1754-1820s), Expansion and Reform (1801-1861) US History, Science and Technology, African Americans



## SURFACING UNHEARD VOICES







**Recollection Wisconsin** is the DPLA Service Hub in our state. It is the on-ramp for Wisconsin libraries, archives and museums to contribute content to DPLA.



### A COLLABORATIVE PROGRAM





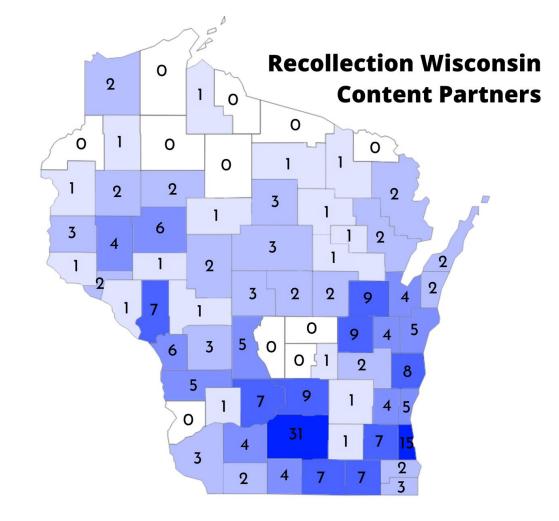














## **A COMMUNITY** OF PRACTICE



**UW-Madison Archives** 



- Digital projects consulting and training
- Content hosting
- Guidelines and standards
  - Metadata Essentials
- Digitization vendor list and tips
- Digitization kits for public libraries



### A QUICK TOUR OF https://recollectionwisconsin.org



### **Explore Recollection Wisconsin**

Discover photos, maps, books, artifacts, oral histories and more from dozens of Wisconsin communities.

SEARCH

Search the collection

### Browse

- Browse all Collections
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#### 914 results for appleton



#### Refine your search

Type +		
Subject	-	
Business enterprises	323	*
Consolidated Papers, Inc	323	
IndustriesWisconsinWisconsin RapidsHistory	322	
PapermakingWisconsinWisconsin Rapids	322	
Paper industry	259	
Wisconsin Rapids (Wis.)History	253	
Biron (Wis.) History	252	
Paper industryWisconsin Wisconsin Rapids	252	
United States	98	
Bookbinding	01	-

#### Create a list from these items



#### Appleton

#### Geological Survey (U.S

This standard U.S.G.S. topographic map was annotated by civil engineer and railroad historian James P. Kaysen to show the location of existing and defunct rail lines around the communities of Appleton...

View Full Item 🖾 in Wisconsin Historical Society



#### Appleton 1886

Sanborn Map and Publishing Company

Sanborn Fire Insurance maps are meticulously detailed, large-scale lithographed, color-keyed street maps. Sanborn Maps helped insurance agents in the late 19th and early 20th centuries determine the d...

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#### 1901 Appleton City Directory

1901 phone directory for Appleton, Kaukauna, Seymour, Hortonville, Little Chute, Black Creek, Buchannan, Center, Cicero, Deer Creek, Dale, Ellington, Freedom, Grand Chute, Greenville, Hortonia, Libert...

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#### **Explore related items in DPLA** <sup>[2]</sup> **including:**



### **1901 Appleton City Directory**



Description 1901 phone directory for Appleton, Kaukauna, Seymour, Hortonville, Little Chute, Black Creek, Buchannan, Center, Cicero, Deer Creek, Dale, Ellington, Freedom, Grand Chute, Greenville, Hortonia, Liberty, Main, Maple Creek, New London, Osborn

Partner Recollection Wisconsin

Contributing Appleton Public Library Institution

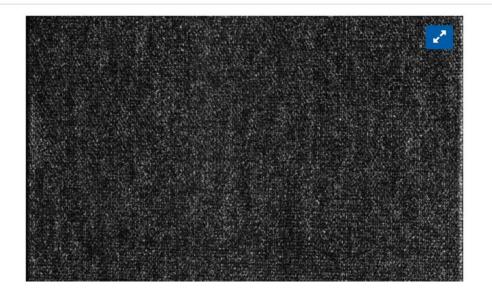
Publisher Bunn & Ferry's, Oshkosh, WI

Appleton Public Library



1901 Appleton City Directory

Cover



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Advanced Search



#### 1901 Appleton City Directory

1901 phone directory for Appleton, Kaukauna, Seymour, Hortonville, Little Chute, Black Creek, Buchannan, Center, Cicero, Deer Creek, Dale, Ellington, Freedom, Grand Chute, Greenville, Hortonia, Libert...

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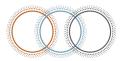
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Description	City Hall and Public Library, Appleton, Wis. Wisconsin Library Postcards
Creator	E. A. Bishop
Partner	Illinois Digital Heritage Hub
Contributing Institution	University of Illinois at Urbana-Champaign Library
Subjects	Public libraries

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# https://recollectionwisconsin.org https://dp.la



Emily Pfotenhauer <u>emily@wils.org</u> recollectionwisconsin.org dp.la



### What's next?

- 1. Join the Digital Readiness Community of Practice tinyurl.com/dsbp75kn
- 2. Attend another Digital Readiness Fair! recollectionwisconsin.org/fairs
- **3. Save the date!** October 20, 2021 Digital Readiness Workshop
- 4. Sign up for Recollection Wisconsin office hours



## How'd we do today?

tinyurl.com/33mhf2tf





# Welcome to the fair! DIGITAL READINESS FAIR

Virtually hosted by Appleton Public Library June 29, 2021