Welcome to the fair!

DIGITAL READINESS FAIR

Virtually hosted by Crandon Area Historical Society

July 16, 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
<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Speaker</th>
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<tbody>
<tr>
<td>9:00 - 9:10 am</td>
<td>Welcome</td>
<td>Michelle Gobert</td>
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<tr>
<td>9:10 - 9:50 am</td>
<td>Digital Readiness Community of Practice</td>
<td>Vicki Tobias &amp; Kristen Whitson</td>
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<td>9:50 - 10:00 am</td>
<td>Break</td>
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<td>10:00 - 10:50 am</td>
<td>Forest History Association of Wisconsin Digital Archives and</td>
<td>Jim Bokern &amp; Brad Casselberry</td>
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<td>Outreach</td>
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<td>10:50 - 11:00 am</td>
<td>Break</td>
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<td>11:00 - 11:30 am</td>
<td>Wisconsin Historical Society Local History Outreach Program</td>
<td>Liz Arbuckle</td>
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<tr>
<td>11:30 am - 12:00 pm</td>
<td>Local History at your Fingertips: Using TheClio.com</td>
<td>Bonnie Byrd &amp; Kimberly Redding</td>
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<td>12:00 - 12:05 pm</td>
<td>Break</td>
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<td>12:05 - 12:20 pm</td>
<td>Digital Public Library of America / Recollection Wisconsin</td>
<td>Emily Pfotenhauer</td>
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<tr>
<td>12:25 - 12:30 pm</td>
<td>Wrap Up</td>
<td>Vicki Tobias</td>
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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, Cultivating Communities of Practice (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

- 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! [https://tinyurl.com/yvy2da8s](https://tinyurl.com/yvy2da8s)
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
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<tr>
<th>Focus Area</th>
<th>Bronze</th>
<th>Silver</th>
<th>Gold</th>
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<tbody>
<tr>
<td>Plan and Prioritize</td>
<td>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.</td>
<td>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.</td>
<td>Make a plan for your digital project with timelines, roles, activities, goals and required resources. Share with partners participating in your project.</td>
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<tr>
<td>Obtain Permissions</td>
<td>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.</td>
<td>Assess collection for copyright status. Identify collections items with other access restrictions or concerns, including items with privacy, ethical or cultural considerations.</td>
<td>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.</td>
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<tr>
<td>Digitize</td>
<td>Identify standards and procedures to be used to digitize physical materials or process born-digital content.</td>
<td>Undertake digitization or born-digital processing work either in-house or with an appropriate vendor or partner using identified standards.</td>
<td>Use or advocate for a quality control checklist to review digitized or born-digital content to confirm it meets identified standards.</td>
</tr>
<tr>
<td>Describe</td>
<td>Create and maintain a collection-level inventory of digital content. Identify metadata standards to be used for digital collections.</td>
<td>Using identified standards, create descriptive metadata for collection items to be shared online. Adopt a consistent file-naming convention.</td>
<td>Create expanded item-level metadata, using controlled vocabularies and a data dictionary.</td>
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<tr>
<td>Share</td>
<td>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.</td>
<td>Review access goals and options for providing access to content. Choose a system or platform that meets your goals.</td>
<td>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.</td>
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<tr>
<td>Store and Maintain</td>
<td>Store two copies of each unmodified archival file and related metadata. Check storage media annually and refresh as needed.</td>
<td>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.</td>
<td>Plan for future storage needs as your collection grows. Use software tools to check file integrity.</td>
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<tr>
<td>Evaluate</td>
<td>Identify primary users and ways to engage them in your digital collections.</td>
<td>Collect usage data. Consider using analytics tools, social media, or research inquiries to gather use stories.</td>
<td>Share your story with other practitioners to build community around digital work. Use data to inform future collection development work, outreach and programming.</td>
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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
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? [Send us an email](https://recollectionwisconsin.org/toolkit/digital-readiness-glossary) 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.

<table>
<thead>
<tr>
<th></th>
<th>Term</th>
<th>Definition</th>
<th>Source of definition (if ...</th>
<th>Related to</th>
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<tr>
<td>2</td>
<td>3-2-1 Rule</td>
<td>The 3-2-1 rule informs digital preservation and storage strategies. Maintain <strong>three</strong> copies of your digital files on <strong>two</strong> different storage media with at least <strong>one</strong> copy stored off site. <em>See: Storage Diversification, Digital Storage</em></td>
<td>Recollection Wisconsin Digital Projects Toolkit</td>
<td>Storage Diversification Digital Storage</td>
</tr>
<tr>
<td>3</td>
<td>AASLH</td>
<td>AASLH stands for the American Association for State and Local History.</td>
<td>AASLH (American Association for State and Local History)</td>
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Digital Projects Case Studies

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

Digital Readiness Case Study in Brief: Richard L. Bong Veterans Historical Center

March 2021

About the organization
Located at Hupper, Wisconsin, the Richard L. Bong Veterans Historical Center (VHC) preserves and honors the memory of Major Richard L. Bong, a hero of World War II and subsequent conflicts, and provides educational resources for community and beyond. The VHC opened to the public in September 2018 and maintains a comprehensive collection of historic records and artifacts that document Wisconsin veterans and their military service. Hupper Area serves as the VHC curator of collections and participates in Recollection Wisconsin governance committees.

Digital Readiness Challenges and Opportunities
• Participation in Caregiving Community: Digital Collections for Caregiving: Work completed through DCOC was an important and welcome opportunity to advance their digitalization program. Volunteers now have more digital workflows for scanning and organizing their materials.
• Community support: Staff often rely on the Recollection Wisconsin digital projects resources including Wisconsin Encyclopedia and the Digital Projects Toolkit.
• Content management systems: They are digitizing their content out of Raphaelflash and into CollectSpace. A free, open-source content management system for digitizing and sharing cultural heritage collections. The VHC is pleased to see the benefits of this technology and the support from Raphaelflash and Histopad.
• Oral histories and learning in the VHC: The VHC’s six oral histories are included in Leopold in Wisconsin’s Archives Online.

Content Management
The VHC is a member of the Caregiving Community of Practice and has been digitizing its collection for several years. The VHC plans to expand its digitalization program in the future.

Lessons Learned
• Legacy projects: Sometimes it takes longer to get things done because there are many small groups involved in the process. Patience and persistence are key.
• Working with volunteers: Volunteers have varied skills sets and different work styles, yet it is important to have good training materials and a strong support system to guide their work.
• More than just a project: Information included in their digital preservation project provided a gainful jumping-off point for conversations about digital work with different stakeholders.
• Slow and steady progress: Focusing on one or two small goals at a time is beneficial.

For more information, visit https://recollecionwisconsin.org.

Digital Readiness Case Study in Brief: Madison Trust for Historic Preservation

January 2021

About the organization
Since 1914, the Madison Trust for Historic Preservation has focused on advocacy and education about Madison’s historic properties. The organization is managed by a board and five part-time staff members and has relied on a volunteer base of members and community volunteers involved in local history preservation. See the full Case Study for more on the organization and its digitization initiative.

Digital Readiness Challenges and Opportunities
• Creating and sharing research and knowledge: Initial project analysis and planning efforts helped to inform additional grant applications. Documenting decisions, processes and data will make it easier to determine the outcomes and results.
• Expand access: Madison Trust will provide public access to its digitized materials through Recollection Wisconsin, increasing awareness of their organization and collections. This step will require a major step up in copyright status for some materials, publishing the digital collection and training 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 a LTO system, 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 support small initiatives such as digitization and staff training, but they hope to identify larger, more sustainable funding opportunities in the future.
• 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
• Digitalization projects serve many purposes such as supporting virtual reference services for organizations without (or not yet) a public facing space.
• When volunteers start scanning, there’s a lot of work that goes into a digitization project.
• The Trust is making sure that it has the necessary digital workflows and planning materials will help their organization retain, engage and hopefully retain skilled volunteers.
• The push for digitalization was around new grant requirements and key decisions, workflows, renaming standards, as well as the importance of digital preservation.

For more information, visit https://recollecionwisconsin.org.

Digital Readiness Case Study in Brief: Lake Mills Aztalan Historical Society

February 2021

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

Digital Readiness Challenges and Opportunities
• Oral histories: Robin Smit was appointed board president in 2013. The Museum’s physical and digital collections are stored in various locations and in multiple external vendors. She facilitated the return and organization of the materials, accounts and due-date inventories were a major challenge. The museum has a restricted intellectual control over the collection.
• Digitalizing the collection: The process of identifying and documenting the collection is challenging, having an accurate inventory of digitized content, organizing and maintaining digital files, and documenting and implementing digitization into the past practices. These activities will add the material to future digitization projects. Tools and templates are available in the Digital Projects Toolkit.
• A community of practice: Recollection Wisconsin is creating a community of practice in conjunction with other local history practitioners. Inspired by the VHC, the Lake Mills Aztalan Historical Society Museum has a group of interested individuals who share their work and progress.

Lessons Learned
• Digitalization projects serve many purposes such as providing virtual reference services for organizations without (or not yet) a public facing space.
• When you start scanning, there’s a lot of work that goes into a digitization project.
• There is a lot of work involved in creating digital content and vastly increasing digital engagement and it is 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.

For more information, visit https://recollecionwisconsin.org.

https://recollecionwisconsin.org/digital-projects-case-studies
DIGITAL READINESS FAIRS
Free and virtual
Open to anyone interested in digital historical collections
What's digital readiness? What's a community of practice?
Connect with us to find out!
Choose the fair nearest you or whichever works best for your schedule:

June 29, 2021
9:00 am - 12:30 pm
Virtual Host:
Appleton Public Library

July 16, 2021
9:00 am - 12:30 pm
Virtual Host:
Crandon Area Historical Society

August 3, 2021
9:00 am - 12:30 pm
Virtual Host:
Pioneer Village (Barron County)

August 18, 2021
1:00 pm - 4:30 pm
Virtual Host:
Kenosha County Historical Society
Questions?

Comments?
Break time!

Source: Recollection Wisconsin, University of Wisconsin Madison
Jim Bokern
President
Manitowish Waters Historical Society

Brad Casselberry
University Archivist
UW-Stevens Point
Forest History Association of Wisconsin Digital Archives and Outreach

Topics:
• UW Stevens Point archives
• National History Day outreach UW Lacrosse
• Power of linking to existing archives
• Using interns
• Final thoughts
FHAW at UWSP Archives

• Repository for 20 years
• Held a small portion for years
• New energy in the organization
• Increased focus on outreach
• Recent additions ballooned the collection
Digitizing the Collection

• Boxes 1-6
• ~1,000 pages/box
• Automatic feed (Epson ES 400) and flatbed scanner (Plustek OpticBook A300)
• Documents: grayscale 300 dpi pdf OCR
• Photographs: color/grayscale 600 dpi tif
• 1.6 GB, 207 files
• 80 hours to complete
Providing Access: Preservica
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Next Steps

- 24 boxes to go
- Scan and OCR
- Create separate digital folders by name or subject for National History Day
- ~350 hours of work
- Internship opportunities
National History Day (NHD) collaboration with UW La Crosse

National History Day-junior division grades 6-8 and senior division grades 9-12
How historical societies can help NHD students

HOW TO CREATE AN NHD PROJECT

Each year more than half a million students participate in the National History Day Contest. Students choose a historical topic related to the annual theme, and then conduct primary and secondary research. You will look through libraries, archives and museums, conduct oral history interviews, and visit historic sites. After you have analyzed and interpreted your sources, and have drawn a conclusion about the significance of your topic, you will then be able to present your work in one of five ways: as a paper, an exhibit, a performance, a documentary, or a website.

PRIMARY SOURCES

A primary source is a piece of information about a historical event or period in which the creator of the source was an actual participant in or a contemporary of a historical moment. The purpose of primary sources is to capture the words, the thoughts and the intentions of the past. Primary sources help you to interpret what happened and why it happened.

Examples of primary sources include: documents, artifacts, historic sites, songs, or other written and tangible items created during the historical period you are studying.

SECONDARY SOURCES

A secondary source is a source that was not created first-hand by someone who participated in the historical era. Secondary sources are usually created by historians, but based on the historian’s reading of primary sources. Secondary sources are usually written decades, if not centuries, after the event occurred by people who did not live through or participate in the event or issue. The purpose of a secondary source is to help build the story of your research from multiple perspectives and to give your research historical context.
Pat Stovey at UW La Crosse created the NHD in Wisconsin Friendly Finding Aid (FFA)
NHD researchers select “Subjects” and can explore “People” and “Topics”
The FFA summaries include images and descriptions.
The “See Also” portion of the FFA links to webpage resources.
Webpage links target amazing collections
UW Collections have a wealth of documents to which historical societies can easily link.

Helping save time, money and resources.
Power of linking to existing archives

Save time, money and resources

41 Mercer Monitor Newspapers Just click on the image to select and scroll down to access more documents.
A year later, these identical links appeared in a blog which would have saved many hours of work and digital storage costs.
Easily link these existing PDF files to your webpage and acknowledge the source.
Mercer Monitor front page illustrates a wealth of historic primary source insights!
Using interns to expand archiving

UW students actively seek internships of all types

Historical society interns may be the perfect solution to jump start digital archiving
Interns at UWSP

- Paid internship through the History department funded by FHAW
- One student for 150 hours per semester
- Class credit
- Experience with archival collections and digitization techniques
- Interns bring unique skills and perspectives
Manitowish Waters Historical Society Internship Summer 2021

Overview

The Manitowish Waters Historical Society (MWHS) is based out of Koller Library in Manitowish Waters. For generations, artifacts, photos and stories have been donated to the library. MWHS is a relatively new organization, located in a small town, and is dedicated to creating diverse digital collections that are free to the public.

After five plus years as an organization, we are at that point in our growth cycle that we need more hands than our volunteers have to continue to collect, preserve and disseminate our history through our website and archival database, as well as to conduct field work to preserve historical locations. We are looking for two to three summer interns.

Due to COVID-19 precautions and uncertainty, much of the 2021 internship work can be done remotely. MWHS does not have housing for 2021, and will be flexible in scheduling meetings and onsite work. Interns will need to provide MWHS supervisors regular updates and show evidence of meeting outcomes. Since 2021 will be an atypical year for MWHS interns, both full-time and part-time internships will be considered to match the best candidates to duties.

In 2021, MWHS Interns will help with most of the duties described below. Adding digital content onto our webpages, YouTube Channel, and PastPerfect archives will be a priority in 2021. Disciplined candidates with strong skills in producing and uploading digital content will be preferred. Work schedules will be negotiated, and those working remotely will be expected to regularly submit draft and completed work for review.

Duties

1. Migrate DVD recordings to MP4, upload to a video editor, adding an introduction, save and upload on MWHS YouTube channel.
2. Organize and add content to MWHS webpages in the form of images, narratives, bibliographies, tables, graphics and web links.
3. Build narratives for assigned topics to become webpage content. Most projects will be summary in nature, between 250 and 750 words. When possible, bundle images that support the narratives.
4. Work with MWHS members to gather historic narratives, which may be developed into webpage content.
6. Assist in recording oral histories and loading them on to cloud storage.
7. Build document booklets with images, tables, text and media documents to represent regions of the community.
8. Organize collections, catalog and preserve artifacts.
9. Support field work, documenting and preserving historic sites.
10. Train to co-lead historic tours and events
11. Submit documents and images for archiving on MWHS PastPerfect account, and learn PastPerfect to archive digital records.
12. Assist with duties necessary to record cultural sites on State Historic Preservation Office’s Archaeological Site Inventory.
13. Assist with mapping trails that feature cultural and historic destinations.
14. Scan more complicated documents.

Requirements

1. Applicants should support the mission of the Manitowish Waters Historical Society: The Manitowish Waters Historical Society strive to collect, preserve, and disseminate materials and information relating to the history of Manitowish Waters, Wisconsin.
2. Current undergraduate students, graduate students or professionals may apply.
3. Experience working with producing digital media, writing historic narratives, and helping others complete collaborative and long-term projects.
4. Exhibit consistent skills of positive attitude, initiative, emotional maturity, self-responsibility and professionalism.
5. Physical requirements of walking around for up to an hour at a time; kneel, squat and carry storage boxes; ability to walk in the woods.
6. International applicants must be legally authorized to work in the U.S. without MWHS sponsorship.
7. Attend Training Dates/Hours: to be negotiated; either in person or via ZOOM.

Pay Rate and Dates of Employment

1. Pay rate: $14 per hour undergraduate or $18 an hour for graduate or professional.
2. Internship start & end dates: are negotiable but will generally be between June 1 – September 1, 2021 (with possible option to begin earlier or work past September 1st, if available).
MWHS had 60 candidates in one week using Indeed
We filled our positions with no costs

How to post a job for free*

1. Create your free* job posting
   Include the location, an industry-standard job title, and a detailed job description. Here are some pro tips on writing a great job description.

2. Set your application preferences
   Tell us how you want to receive applications, and who needs to see them.

3. Choose skills assessments
   Pre-screen your applicants with skills, aptitude, and personality tests.

4. Select optimization preferences
   You can pay to Sponsor your job for improved results, or post for free without optimization.

*Terms, conditions, quality standards and usage limits apply.

Indeed helps the right candidates find you.
There are two ways to get your jobs on Indeed:

No career site?  
Post jobs directly on Indeed

Sponsor jobs from your career site or ATS
MWHS partnered with the local chamber of commerce and town of Manitowish Waters
Indeed delivered credentials and communicated with candidates, while interviews were conducted on Zoom.

Early results by our interns are impressive, moving MWHS archiving goals ahead by years!
Final Thoughts

Digital archiving continues to grow

Recollection Wisconsin is leading the way for groups like historical societies to digitally archive

Collaborating, sharing and exploring best practices will benefit your historical society
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
Janet Seymour
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
- Multicultural outreach
- Heritage month activities

Fitzie Heimdahl
Historical Markers Program Coordinator
- 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 mini-grant!
  - 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
- 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 fieldservices@wisconsinhistory.org
- 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
We want to hear from you!

Answer out loud or in chat:

● How are things going for your organization post-Covid? Summer reopening challenges?
● What are the top two challenges facing your organization right now?
● What were some unexpected outcomes (both positive and negative) from 2020-2021?
Thank you, Liz!
Local History at your Fingertips
Clio in Practice

Dr. Kimberly Redding,
Carroll University

Bonnie Byrd,
Waukesha County Historical Society & Museum
What is Clio?

theclio.com =

1. tour guide app WCHSM
2. crowd sourced research
3. people & place focused history
4. public facing
Good ideas happen at Conferences!
HIS200: Research Methods

Carroll University

WCHSM
WCHSM Archive Resources

- WWI Service Cards
- People Biographies
- City Directories
- Immigration Records
- Clippings Files
- Obituaries
- Digitized photos
Waukesha World War I Heritage Trail

Created by Clio Admin on May 30th 2020, 9:50:01 am.

Description
This heritage trail was created by Dr. Kimberly Redding and her students at Carroll University. The trail includes entries for individual veterans that have been placed on the map at the places where they lived prior to entering the service. The trail also includes local landmarks related to the history of World War I.

Entries on This Tour

Merrill Hills Country Club
Until a cow was struck and killed by a bolt of lightning in 1929, Merrill Hills Country C...

Joseph Evans: A Veterinarian Veteran
What does it mean to serve? To fight on the front lines; to engage in trench warfare ...

Harold Junemann's childhood home.
This modest, well-kept neighborhood is pretty quiet these days, tucked in between W...

Rhodes' Family Home
The Iron Jaw Division, Les Terribles. The Red Arrow Division. The men who made up ...

Frank Robert's Home, Waukesha Wisconsin
This Mediterranean-style home, located just up the hill from Carroll University's softb...

Clinton Breese: Son, Father, Hero
The 1919 home of Clinton Breese conceals the importance of one of Waukesha's mo...

Frederick Vergenz and the 28th Infantry Division
One of the oldest and most decorated divisions in military history, the 28th Infantry h...

Frank and Emil Olthesfks's Childhood Home
This rambling building was the childhood home of two Waukesha veterans, Frank J. ...

1893 Waukesha County Courthouse
This imposing limestone edifice was built in 1893-94, on the same site of Waukesha ...

Site of Majestic Cafe (run by Patrinos family)
Sotirios (Sam-Pat) Patrinos returned to America after World War I, an immigrant, a s...
Sample Entries

Clinton Breese

Frank Roberts

Earle William Hardy
Outcomes from Clio

Student & Volunteer Engagement
Original written research using WCHSM, Carroll U., and online database collections.

Self Guided Tours
Community members, and visitors can self direct or follow defined ‘trails’

Programs & Publication
Student presented work at a city History Club roundtable. Several entries were published in WCHSM’s Landmark in Fall 2020.
Building an Entry

Location
A physical spot a patron/user is located and where your information is ‘pinned’ to

Introduction Backstory & Context
The historic sketch, biography, architectural description, or other research based text.

Supporting Materials
Digitized images, documents, letters, and other archival materials that relate to the location or people in the entry
Choose the location for this entry.
Be as specific as you can. Click a point on the map to change location.

Street

City

State

Zip

Latitude

Longtitude

43.01255920210641

-88.22833753096059
Check for Duplicates

Entries near this Location
If the entry you're trying to create is already here, please update the existing entry. Otherwise, hit 'Next.'

**Site of Majestic Cafe (run by Patrinos family)**
[REVIEW/IMPROVE THIS ENTRY]

**1893 Waukesha County Courthouse**
[REVIEW/IMPROVE THIS ENTRY]

**Waukesha World War I Heritage Trail**
[REVIEW/IMPROVE THIS ENTRY]
Fill out the Details

Created by Bonnie Byrd on June 3rd 2021

Title

Introduction
This should be a concise description/introduction of 4-8 complete sentences. Must be at least 50 words to submit for review. If you are under the word count, you can save as a draft and come back to it later. It's best to write this information offline, then paste your info here when you're ready to submit.

0 word(s).

Other Information

Street

City
Tours

Virtual Museum or Site Tour
This feature allows organizations to create virtual tours of museums and museum complexes, historic sites, cemeteries, and other places where there might be many.

View Examples

Walking Tour
A walking tour combines multiple entries for individual landmarks to create an interpretive experience that takes the users throughout a neighborhood. Walking tours are perfect for a few hours. These tours are perfect for.

View Examples

Driving or Biking Tour
Driving tours offer the chance to interpret history over a larger area, and most should be designed for between thirty minutes and a few hours. These tours are perfect for.

View Examples

Thematic Tour or Heritage Trail
While driving tours should be designed as a practical journey that could be completed in an afternoon, this option allows for the creation of an interpretive trail that will.

View Examples

Hiking Trail
These tours are perfect for state and national parks, nature trails, and many other applications. The tours can combine human and natural history and offer audio.

View Examples

Digital Story Map
This option is similar to the thematic trails and tours, but story maps are designed primarily as educational resources. These offer the option of adding contributing.

View Examples
Questions / Comments / Inspiration?

Contact Info
Dr. Kimbely Redding: redding@carrollu.edu
Bonnie Byrd: bbyrd@wchsm.org

Slide deck template courtesy of Slidesgo and Freepik
Thank you, Kimberly and Bonnie!
What digital readiness questions or needs do you have?

Answer in Chat.
Break time!

Source: Recollection Wisconsin, University of Wisconsin Madison
The Digital Public Library of America amplifies the value of libraries and cultural organizations as Americans’ most trusted sources of shared knowledge.
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

Select Subjects

Select Time Periods

Recently Added
Black women’s suffrage. Thousands of artifacts. Thousands of stories.

LEARN MORE
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

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

UW-Madison Archives
A QUICK TOUR OF

https://recollectonwisconsin.org
Explore Recollection Wisconsin

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

Search the collection

Browse

- Browse all Collections
- Browse by Subject
- Browse by Format
- Browse by Content Partner
### 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...

*View Full Item* in Wisconsin Historical Society
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 Institution
Appleton Public Library

Publisher
Bunn & Ferry's, Oshkosh, WI
1901 Appleton City Directory

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

View Full Item in Appleton Public Library

Explore related items in DPLA including:

- Appleton Public Library
  E. A. Bishop

- Appleton
  Geological Survey (U.S

- St. Elizabeth's Hospital, Appleton, Wisc.

- Canal, Drawbridge and Collector's Office, Appleton
  1865 · Bingham, T. P
Appleton Public Library

Created Date: 1926

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
START YOUR OWN EXPLORATIONS AT

https://recollectionwisconsin.org
https://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
thank you
Welcome to the fair!

DIGITAL READINESS FAIR

Virtually hosted by Crandon Area Historical Society

July 16, 2021