

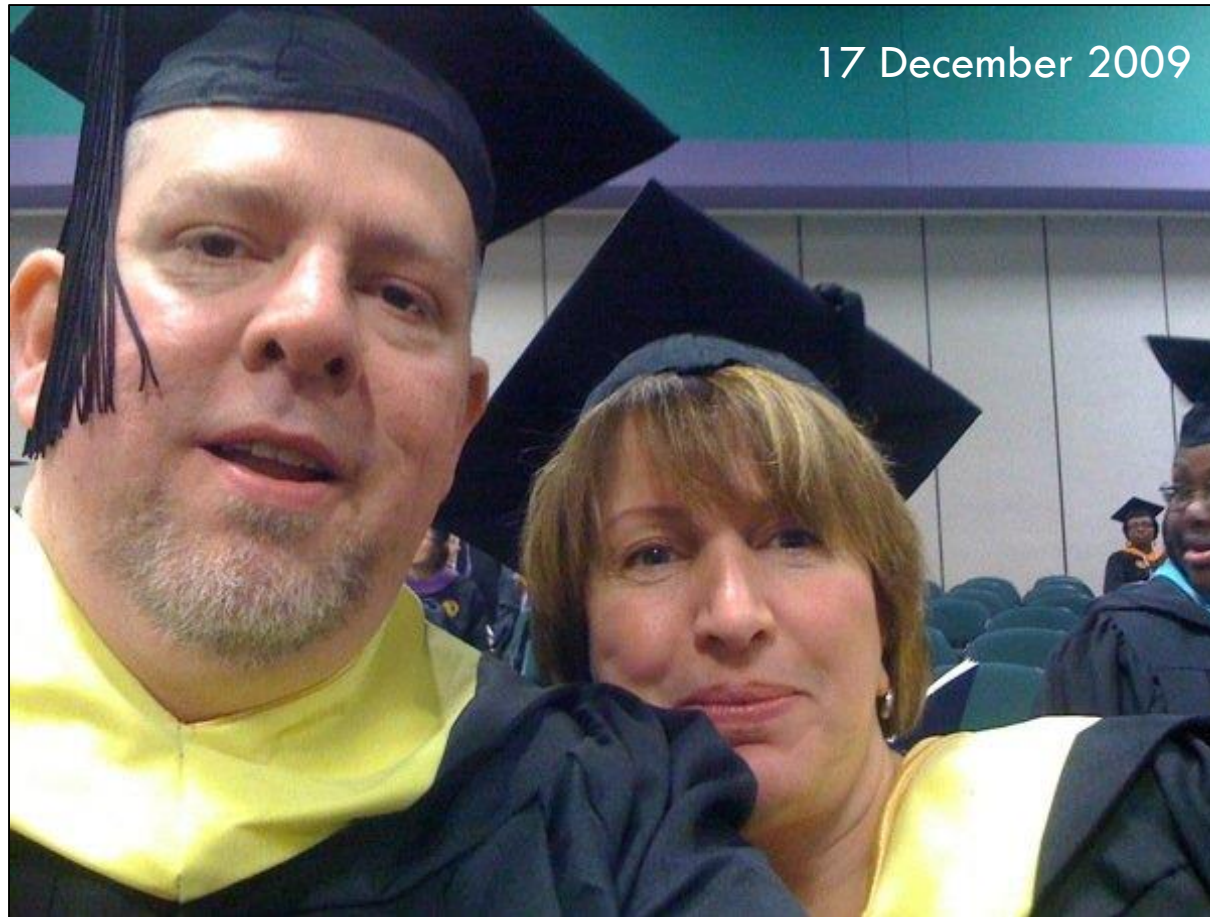


PHOTO SYNTHESIS:  
COLLABORATION AND COMPROMISE  
ON A HISTORIC PHOTOGRAPH  
DIGITIZATION PROJECT

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# Nouveaux librararians



Soon to be Digital Projects Coordinator and Photo Archivist at UNCG

# The photo collection

## **As Kathelene found it:**

- ❑ Artificial collection
- ❑ Dates ranged from 1892-2008
- ❑ Includes prints, slides, negatives, and digital photos
- ❑ Unprocessed, no collection/folder numbers or series assigned
- ❑ Arranged alphabetically
- ❑ Many duplicates
- ❑ Buildings organized by current name
- ❑ Not a priority

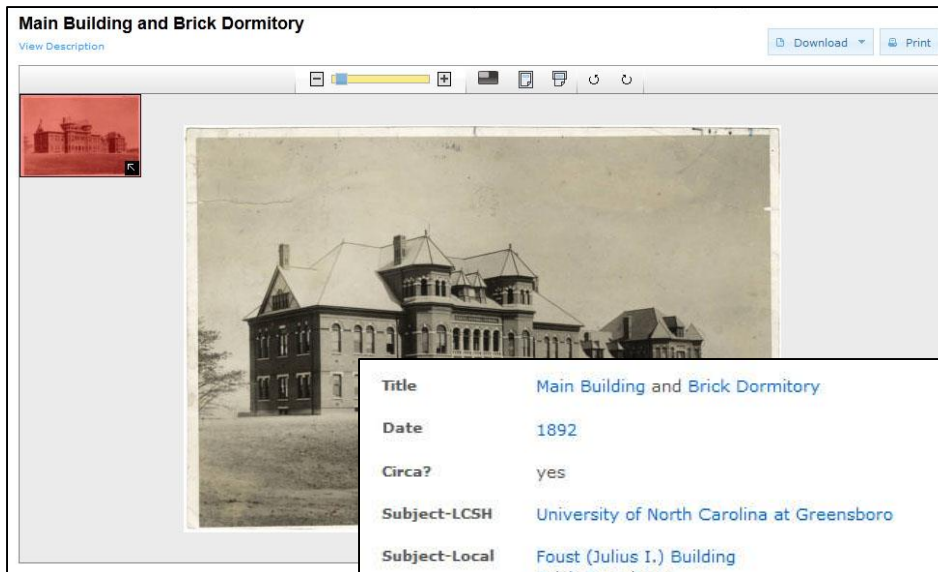
# The photo collection



## As David found it:

- ❑ Random scans from multiple projects in multiple server locations
- ❑ No relationship to the physical collection
- ❑ No real organization
- ❑ No distinction between slides, prints, and negatives
- ❑ Inconsistent metadata
- ❑ CONTENTdm “experiment”

# The photo collection



<b>Title</b>	<a href="#">Main Building and Brick Dormitory</a>
<b>Date</b>	1892
<b>Circa?</b>	yes
<b>Subject-LCSH</b>	<a href="#">University of North Carolina at Greensboro</a>
<b>Subject-Local</b>	<a href="#">Foust (Julius I.) Building</a> <a href="#">Brick Dormitory</a>
<b>Coordinates</b>	36.066484,-79.80855
<b>Place</b>	<a href="#">Greensboro (N.C.)</a>
<b>Description</b>	Photograph of the Main Building circa 1892. The Brick Dormitory can be seen to the right. The Main building, designed by Epps & Hackett of Greensboro, North Carolina, was opened in 1892. Two flanking wings were added in 1895. From 1892 to 1908, the building was called Main Building and from 1908 to 1960 it was called Administration Building. In 1960, the building was named in honor of Julius Isaac Foust, president of College from 1906 to 1934. It was placed on the National Register of Historic Places in 1980. Brick Dormitory, designed by Epps & Hackett of Greensboro, North Carolina, opened in 1892 and was one of the original buildings and primary dormitory. It was expanded in 1895 and included a kitchen, an infirmary room, and a dining hall. The dormitory was destroyed by fire on January 20, 1904, with all of the residents escaping unharmed. This photo is part of the Campus Views online exhibit.
<b>Collection</b>	<a href="#">UA104 Photographic Prints Collection</a>
<b>Series</b>	<a href="#">3 Buildings, Grounds, and Views</a>
<b>Folder</b>	<a href="#">201 Main Building - Exterior (1892-1893)</a>
<b>Object ID</b>	<a href="#">ua104.3.201.003</a>

# How the project began



- Inherited project
- Not considered an “official” digital project
- David’s first CONTENTdm assignment

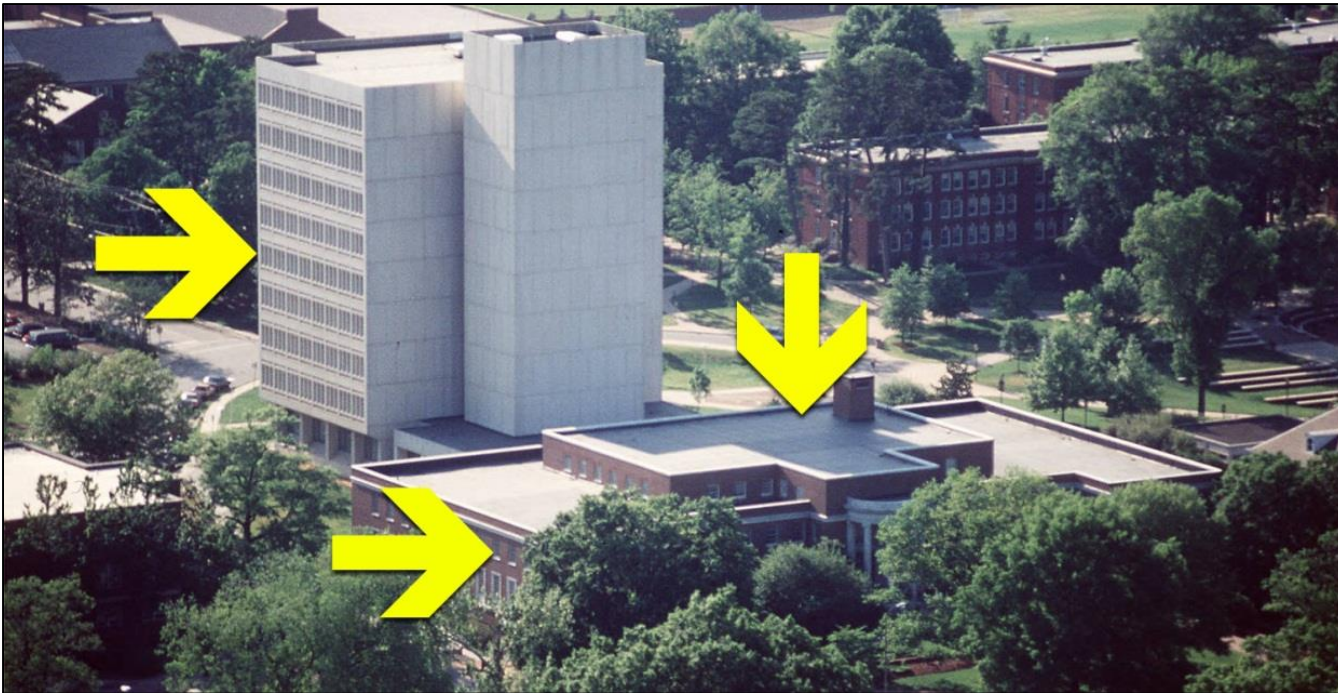
# Overall challenges and issues

- No specific goals (initially, at least...)
- No sustainable framework: “Project” orientation rather than “workflow” orientation



# Overall challenges and issues

- Understanding each other's terminology
- Communication and lack of physical proximity





# Overall challenges and issues

- ❑ Inaccurate and incomplete metadata
- ❑ No consistent plan for item selection
- ❑ No planning for non-print formats
- ❑ No structure to establish context across formats



# IT challenges

- ❑ Create a framework for ongoing digitization
- ❑ Match digital surrogates to physical collection (archival hierarchy, dark archive storage, etc.)
- ❑ Rooting out duplicates
- ❑ Assessing metadata/discovery needs
- ❑ Lack of familiarity with CONTENTdm platform



# Archival challenges



- Unprocessed collection
- Unconfirmed/erroneous information written on
- Numerous duplicates
- Arbitrary item number assignments

# Whose project was it, anyway?



- IT-driven
- No collaborative input or communication with archives
- “Our stuff, your platform”

# So whose project did it become?

It became a true interdepartmental project



# And how did that happen?

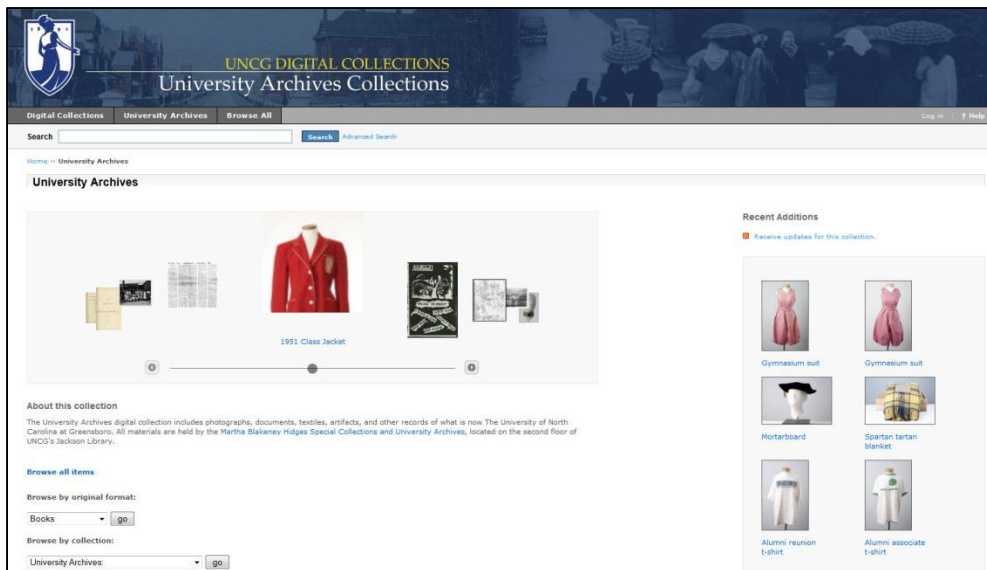
## **Implementing a strategy for reclaiming the project:**

- Designated as an official digital project
- Interdepartmental project team assembled
- Collaborative workflow and communication plan developed
- Created master metadata document and controlled vocabulary
- Began reprocessing print collection

# Strategy: Part 1

## Designated as an official digital project:

- Assessed and approved by representatives of IT, archives, and cataloging.
- Specific resources assigned to project.



# Strategy: Part 2

## Interdepartmental project team assembled:



- Archivist
- IT librarian
- Cataloger



# Strategy: Part 3



## **Collaborative workflow and communication plan:**

- Google Docs Spreadsheet
- Shared network drive
- Verbal communication between David and Kathelene

# Strategy: Part 4

## Master metadata document and controlled vocabulary:

- Detailed research on each campus building
- Controlled vocabulary for CONTENTdm based on current (or final) building name

### Buildings, Grounds, and Views

(Text for the Digital Images Project – Last Updated 7/26/2012)

**Administration Building (Administration Drive)** – This building, designed by Epps & Hackett of Greensboro, North Carolina, was opened in 1892. Two flanking wings were added in 1895. From 1892 to 1908, the building was called Main Building. From 1908 to 1960 it was called Administration Building. From 1910 until 1932, a Post Office was installed in the basement of the building. In 1960, the building was named in honor of Julius Isaac Foust, president of College from 1906 to 1910. It was placed on the National Register of Historic Places in 1980.

**Administration Building (Spring Garden Street)** – This building, designed by F. Freeman Associates of High Point, North Carolina, opened in 1975. It was called Administration Building until 1977, when the building was named in honor of Ethna Mossman, who served consecutively as Dean of Instruction, Dean of Faculty, and Vice-Chancellor for Academic Affairs.

1	Current Name	Previous 1	Previous 2
2	1100 West Market Street (University Offices)		
3	1209 West Market Street		
4	500 Forest Street		
5	Foust (Julius I.) Building	Main Building	Administration Building (Administration Drive)
6	Mossman Administration Building	Administration Building (Spring Garden Street)	
7	Alumnae Building		
8	Alumni House	Alumnae House	
9	Alumnae Secretaries' Garden		
10	Amphitheatre		
11	Armfield-Preyer Admissions & Visitor Center		
12	Athletic Fields		

# Strategy: Part 5

## **Began reprocessing print collection:**

- Created series:
  - ▣ Academic Units, Departments, and University Offices
  - ▣ Athletics and Sports
  - ▣ Buildings, Grounds, and Views
  - ▣ Campus Live
  - ▣ Concerts, Plays, and Productions
  - ▣ Events
  - ▣ Groups, Associations, and Clubs
  - ▣ Objects
  - ▣ Portraits and Biographical Images

# Strategy: Part 5

## Began reprocessing print collection:

- Prioritized processing of Buildings, Grounds, and Views series
- Assigned collection, folder, and photo numbers



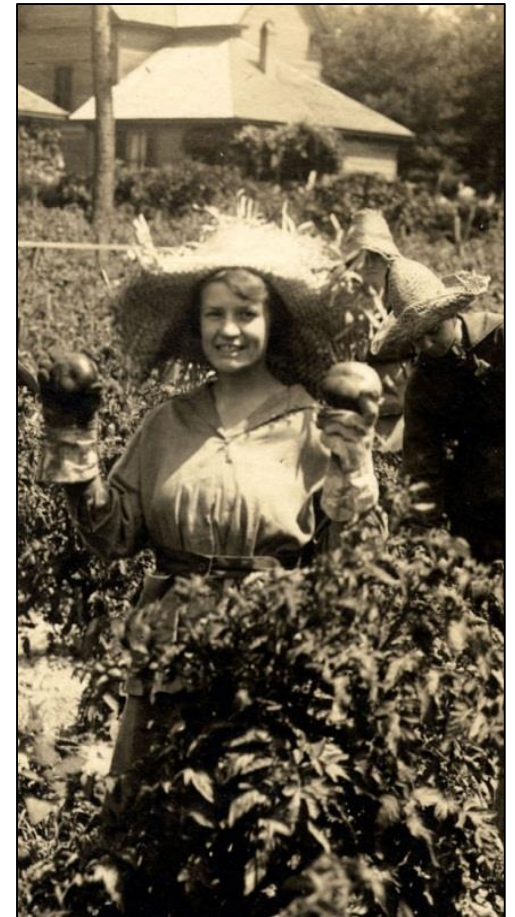
# What we learned

- ❑ Collaborate at the BEGINNING
- ❑ Understand and respect departmental (and colleague) priorities
- ❑ Avoid digitizing unprocessed collections
- ❑ Understand each other's terminology
- ❑ Communicate at all stages



# How did it change our lives?

- Metadata document as archival resource
- Facilitated research, reference, and instruction
- Established framework for large-scale digitization
- Enabled integration of future library (and community) projects



# Future steps



- ❑ Complete reprocessing of print collection
- ❑ Plan for reprocessing of slide and negative collections within the same structure
- ❑ Incorporate existing and new born-digital materials
- ❑ Geolocation component
- ❑ Using framework to include new projects
  - ❑ Processing
  - ❑ Digitization

# Thanks!



All photos taken from the University Archives Collections:  
<http://libcdm1.uncg.edu/cdm/landingpage/collection/ui>



# Contact us

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