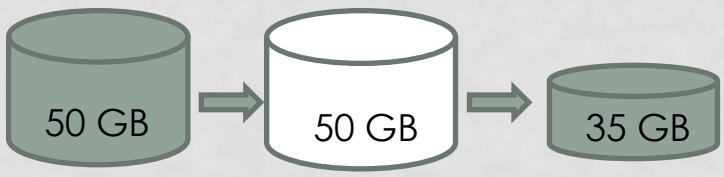
RICE HISTORICAL IMAGES

Infographics

Snapshot as of April, 2013

Progress to date



Disorganized files
August 2011

Described & online
April 2013

more to do!
generated since
project started &
for Centennial

Walk the Talk

- Wiki documentation : detail guidelines
- Project Communication: high level schedule & estimates with detail reporting (monthly)
- Quality Assurance: at point of creation and overview follow up
  - Compare image data (exif) to digi-specs
  - Embed base descriptive data in all images (access and masters)
- Programming Customization
  - Hidden masters stored in IR (better stewardship and faster retrieval)
  - Batch ingest masters separately from access versions (to place items quickly online and retains statistical data)
  - Curation task: masters count(to validate masters inventory)

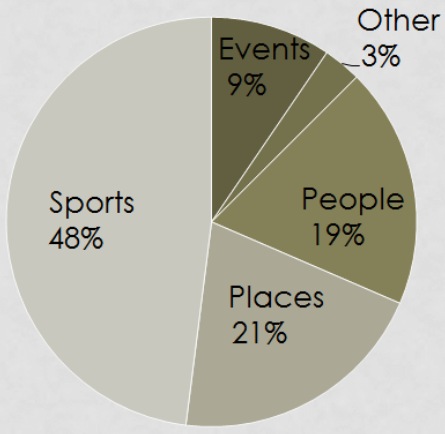
THESAURUS

Sample Controlled Vocabulary Terms

NAMES: Arbuckle, Phillip Heckman, 1883-1932 ; Archi-Arts Ball; Brick, Shirley Eclipse, 1898-1929; Hanszen College -- Fire, 1975; Jim West Mansion (Houston, Tex.); Lovett, Edgar Odell, 1871-1957; Rice Owls (Baseball team); Rice Stadium -- Aerial views; Sammy the Owl; Space City Gamelan (Musical group)

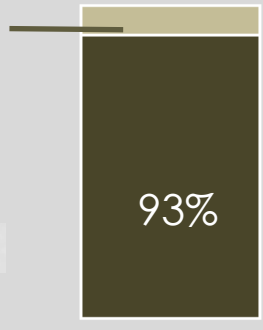
TOPICS: Automobiles -- Radio control; Balls (Parties); Bioengineering; Cheerleading; College athletes; College buildings -- Design and construction; College sports; Commencement ceremonies; Construction projects; Deans (Education); Football teams; Rockets (Aeronautics); Solar radiation simulation; Track and field athletes

Themes

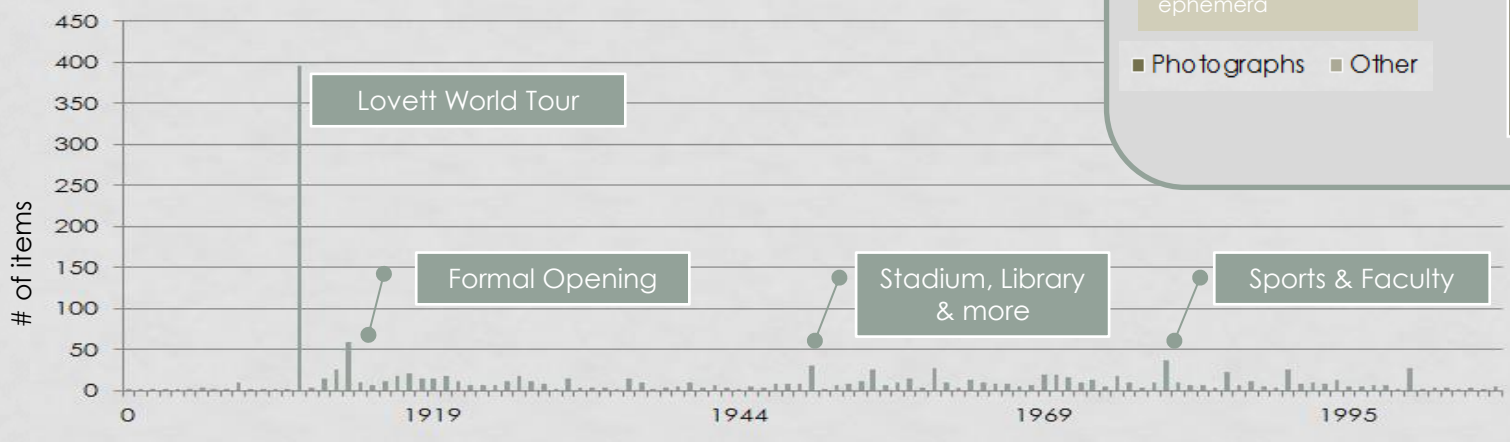


Genre

postcards, posters, drawings including architectural, correspondence and other texts and ephemera



Timeline



Intro
This collection is a wonderful view into the history of Rice and into the holdings of the university archives. However, the work done on this project is an ongoing, very active exploration of techniques and processes which benefit the entire IR (not just Fondren's own resources in the IR) as well as other aspects of work at Fondren.

This digital project has been a major endeavor towards interdepartmental collaboration

- Archivists curate, digitize and provide description of materials
- Technical Services create or enhance existing descriptions, provide in depth subject analysis, and perform name authority work
- Digital Services help develop tools and workflows for quality control review and digital preservation management

A key characteristic of any successful joint effort is effective communication. In addition to recurring team meetings, all processes and planning efforts are well documented on the Fondren Digital Projects Wiki.

Progress to Date
In 2011, the Historical Images project was begun with about 50GB of image files from Woodson reference work and particularly, items digitized in preparation for Centennial projects. Woodson (Amanda), DSS (Monica) and Tech Services (Jenn) collaborated to make a plan for metadata and began to document the basic guidelines and workflows on the digital projects wiki. By April 2013, the initial 50GB of materials had been processed and put online, with another 35GB of material having been produced in the meantime, creating a new body of work to process.

Walk the Talk - a truly trustworthy repository at Rice
The Historical Images project is serving as an excellent testing grounds for Fondren Library "walking the talk" in terms of following through on goals to maintain a trusted institutional repository for Rice. Such a repository features robust, consistent OAI-PMH friendly metadata (descriptive, administrative, technical and preservation), offers appropriate access copies and manages dark masters, and provides a safe, monitored environment for the digital object files themselves. All of these things can be done to varying degrees of quality and with various degrees of quality control.

In this project, we have taken many steps to learn how to do these things in the most efficient and reliable ways we can - examples of this include:

- using an Adobe Bridge script to embed metadata in the object files themselves (jpg, jp2 and pdf) so that is they become separated from their metadata, they will be identifiable
- using an EXIF script to extract technical image data to compare with the (human created) "digitization specifications" field in the metadata, assuring accuracy
- creating a new curation task in the IR to validate which objects have master files and which do not
- quarterly overall quality control reviews to assure that the project is following its guidelines, as described on the public wiki

Subjects, names, and enhanced descriptions
Technical Services staff work with enhancing the image metadata after images are already online with their basic descriptions, and in doing so have developed an excellent local thesaurus of Rice people, places and subjects (based on LCSH). Such a thesaurus did not exist before this project, and beyond the clear benefits for this project, it will be used to normalize Woodson's headings in archival finding aids (in Archivists' Toolkit), can enhance MARC records for archival collections, and can hopefully also be used in the IR as an local controlled vocabulary. Development of a thesaurus for Rice historical peoples and places is a major enhancement for localized records across library systems and we believe will be of great interest to the Rice community.