

7-27-2016

# The Changing Landscape of Digital Collections

Kelley F. Rowan

Florida International University, [krowan@fiu.edu](mailto:krowan@fiu.edu)

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## Recommended Citation

Rowan, Kelley F., "The Changing Landscape of Digital Collections" (2016). *Works of the FIU Libraries*. 53.  
<https://digitalcommons.fiu.edu/glworks/53>

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The background image is a wide-angle photograph of a frozen body of water, likely a lake or fjord, during a soft light period like dawn or dusk. The sky is a pale, hazy blue with wispy clouds. The water is a deep, calm blue, reflecting the sky and the surrounding ice. Numerous icebergs of various sizes and shapes are scattered across the water, some appearing as large, rounded blocks and others as smaller, more jagged pieces. In the center of the frame, a series of concentric ripples emanate from a point, suggesting a recent disturbance in the water. The overall mood is quiet and expansive.

# The Changing Landscape of Digital Collections

Kelley Rowan, Digital Archives Librarian  
Florida International University  
SEFLIN Regional Conference 7.27.2016

```
1 <!--meta-->
2 <title></title>
3 <meta name="viewport" content="width=device-width, initial-scale=1.0, maximum-scale=1.0, user-scalable=0" />
4 <link rel="shortcut icon" href="/favicon.ico" type="image/x-icon" />
5 <link rel="icon" href="/favicon.ico" type="image/x-icon" />
6 <!--CSS-->
7 <link type="text/css" rel="stylesheet" href="css/materialize.min.css" />
8 <link rel="stylesheet" href="https://maxcdn.bootstrapcdn.com/font-awesome/4.4.0/css/font-awesome.min.css" />
9 <link rel="stylesheet" href="css/theme.css" />
10 </head>
11 <body>
12 <!-- banner -->
13 <div class="banner">
14 <nav class="nav">
15 <div class="nav-wrapper">
16 <div class="container">
17 <a href="#" class="brand-logo hide-on-med-and-down">
18 </div>
19 </div>
20 </div>
21 </div>
22 </nav>
23 <div class="row">
24 <div class="col m8 m18 hide-on-small-only">
25 <div class="col m4 m12">
26 <div class="col m4 m12">
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```

#scanning

#image, video, audio processing

#metadata creation

#quality control

#ETD processing & publishing

#migration of content



### dPanther Repository

The Florida International University dPanther digital repository hosts unique digital collections of cultural, historical, scholarly, educational, and community resources; including rare books, manuscripts, maps, photographs, and oral histories held by the university as well as partner institutions.

[Learn more →](#)



Advanced Search - Press "enter" from keyboard or type "\*" and click search button to retrieve all items

## COLLECTIONS

Partners/Contributors Collections

City of Miami Beach Digital Archives



Coral Gables Memory



Díaz-Ayala Cuban and Latin American Popular Music and the Collection



Digital Archive of Religion in Latin America and the Caribbean



Everglades Digital Library: Reclaiming the Everglades



Mara River Basin



Miami Metropolitan Archive



Mile-Markers: Linking Keys History



Pete Harlem Vietnam War Photography Collection



Sea Level Rise



Tequesta: the Journal of the Historical Association of Southern Florida



Unearthing St. Augustine's Colonial Heritage



Advanced Search -

Press "enter" from keyboard or type "\*" and click search button to retrieve all items



## COLLECTIONS

Partners/Contributors Collections



Disaster Risk Reduction



FIU Government Documents



FIU Sound and Image



FIU Special Collections



FIU University Archives



Florida Coastal Everglades Long Term Ecological Research Network



Global Water for Sustainability



HistoryMiami

HISTORY MIAMI

South Florida Natural Resource Center



South Florida Water Management District



Southeast Environmental Research Center



The Patricia and Phillip Frost Art Museum



Wolfsonian-FIU Museum



Step 2 of 3: Item Description

Enter the basic information to describe your new item

◀ BACK   CLEAR   NEXT ▶

**Title Information**

**Main Title:**  ?

**Other Titles:**  Abbreviated Title + ?

**Physical Description**

**Resource Type:** Unknown ?

**Physical Description:**  ?

**Language:**  + ?

**Identifier:**  Identifier Type:  + ?

**Holding Location:** FIU ? Florida International University ?

**Source Institution:** FIU ? Florida International University ?

**Name Authorities**

**Creator:**  + ?

**Publisher:**  + ?

**Place of Publication:**  + ?

**Publication Date:**  ?

**Subjects**

**Subject Keywords:**  Scheme:  + ?

**Spatial Coverage:**  + ?

**Coordinates:** Latitude:  Longitude:  + ?

**Notes**

**Abstract:**  + ?

**Note:**  + ?

**Aggregations**

**Aggregation:** IFIU ?

◀ BACK   CLEAR   NEXT ▶

# METS | Viewer Editor

This application is used for viewing, editing, and creating METS files for SobekCM. This software is freely available and can be used for any other purpose for which it seems applicable.

What would you like to today?

[Create new METS file](#)

[Open existing METS file](#)

[Batch METS file creation](#)

[Create image derivatives for load](#)

[View online help for this application](#)



**SOBEK CM**

The Engine Behind UFDC and DLOC



CANCEL

EXIT

APPLY

# Workshops



Mets Editor  
Batch creation  
Name authorities  
Subject  
authorities  
XSLT crosswalking  
OCR  
FDA  
Video





libtube.fiu.edu



## FDA Workshop

FDA Workshop



## Metadata Crosswalk

Metadata Crosswalk- Transform XML Documents using XSLT- For dPanther Users' Group, March 29, 2016



## Batch Creation of METS Files

Batch Creation of METS Files- March 2016

A long, illuminated walkway with a series of triangular frames leading to a horizon over water. The walkway is made of a dark material with a railing on both sides. The frames are made of dark material with a bright blue light strip along the top edge. The walkway leads to a horizon over a body of water. The sky is a deep blue color. The overall scene is illuminated with a cool blue light.

Workshops

Libguides

- PRELIMINARY GUIDELINES & WORKFLOW
- DIGITIZATION
- PROCESSING
- OCR - PRIME & ABBYY
- METADATA
  - METADATA SCHEMAS AND HELP
  - SOBEKCM METS EDITOR
    - sobekcm mets editor
  - BATCH CREATION OF METS FILES FROM...
  - SOBEKCM BIBLIOGRAPHIC IDENTIFIER (BIBID) RULES
  - NAME AUTHORITIES
  - PROPER DATE FORMATTING
  - SUBJECT HEADINGS & AUTHORITY CONTROL IN DPANTHER
- DPANTHER
- ETDS
  - ETD PROCESSING GUIDE
  - TROUBLESHOOTING ETDS
- DIGITAL PRESERVATION (FDA)
- OTHER RESOURCES

## sobekcm mets editor

Metadata options (MODS)   Metadata options (XML)   Metadata Creation (MODS)

METS editor for dPanther (Presentation)   METS editor for dPanther (PDF)

1. Open the METS Viewer/Editor and click on **OPTIONS** at the top of the box.
  1. In the Options, choose the first one, **Metadata Preferences**
2. In the General Options tab be sure **.METS** is chosen
3. In the Scheme tab, **MODS** should be chosen
4. In the Template tab, choose **COMPLETE**
5. In the Add-Ons tab, choose **SOBEKCM**. When processing, ETD's, choose **ETD**. If the record will go to the FDA for preservation, choose **FCLA**. Check as many as needed.
6. In the Resource Files tab, choose **INCLUDE CHECKSUMS FOR FILES**
7. In the Localization tab, check that the rights statement reads as follows:
  1. *Please contact the owning institution for licensing and permissions. It is the users responsibility to ensure use does not violate any third party rights.*
8. In the Project tab, choose **NONE**
9. Do not choose anything under Controlled Lists
10. In the SobekCM tab, add your aggregation codes (ETD, MCA, CGM, GOV, etc.)
11. If using the FCLA tab, be sure **FDA** is checked
  1. The FDA account is FIU
  2. The FDA Project will be an aggregation code. \*There are a limited number of FDA codes\*
    1. Codes: **ETD**, **MCA**, **CGM** (Coral Gables memory), **RTE** (reclaiming the everglades)
12. Click **SAVE**

<< **Previous:** Metadata Schemas and Help

**Next:** Batch creation of METS files from... >>

## sobekcm mets editor

Metadata options (MODS)

Metadata options (XML)

Metadata Creation (MODS)

METS editor for dPanther (Presentation)

METS editor for dPanther (PDF)

METS Viewer and Editor

METS Viewer Editor

This application is used for viewing, editing, and creating METS files for SobekCM. This software is freely available and can be used for any other purpose for which it is licensed appropriate.

What would you like to do?

- [Create new METS file](#)
- [Open existing METS file](#)
- [METS file location](#)
- [Create new Records to add](#)
- [Download METS file application](#)

SOBEK.CM  
The digital library of the future

Cancel Exit Apply

Kelley Rowan, Digital Archives Librarian, Florida International University

METS EDITOR

The Basics

For use with dPanther

1 of 21

in

SobekCM Mets Editor for Use with dPanther from Kelley Rowan

- PRELIMINARY GUIDELINES & WORKFLOW ▾
- DIGITIZATION ▾
- PROCESSING ▾
- OCR - PRIME & ABBYY ▾
- METADATA ▾
- DPANTHER
  - CREATING FI#S
  - USING THE WEBFORM
  - ADDING AUDIO & VIDEO TO DPANTHER
  - BATCH UPLOADING TO DPANTHER
  - CREATING OAI SETS
  - HELIX SERVER: AUDIO & VIDEO
    - adding audio & video resources
    - helix embed code for dpantner
  - CREATING A CANNED SEARCH IN DPANTHER
  - CREATING THUMBNAILS FOR DPANTHER
- ETDS ▾
- RTDS ▾
- DIGITAL COMMONS //IR ▾
- DIGITAL PRESERVATION (FDA) ▾
- OTHER RESOURCES

## adding audio & video resources

Helix Server: <http://libtube.fiu.edu/>

1. Login to the Helix Server in the top right hand corner
  1. Your username and password are your FIU credentials
2. Click on the **UPLOAD** tab near the top left
  1. You will see 5 tabs at the top; you will start in the DETAILS box
  2. Only minimal metadata is needed as the user will not see any information entered. The link in dPanther will simply open the media.
3. In the **DETAILS** section, those fields with a red asterisk are required
  1. **Title**: Use the FI#. You may add the title of the video/person or audio as well (optional)
  2. **Category**: choose the category
  3. **Description**: you may keep this minimal
  4. **Contributor**: put in DCC
  5. **Email**: this should populate automatically
  6. **Tags**: It is not necessary to add anything here
4. Click **NEXT**, this will take you to the **FILE** tab
  1. Click the **BROWSE** button to find your file and upload it
5. Click **NEXT**, this will take you to the **THUMBNAILS** tab
  1. You may use the thumbnail image provided by the Helix server or go to your video and using screen capture, save an image to upload as a thumbnail.
6. Click **NEXT**, this will take you to **ASSOCIATED FILES** tab
  1. If you have supplementary files, upload them here
7. Click **NEXT**, this will take you to the **CONFIRM** tab
8. From here, you may go back to fix errors or simply click on the **FINISH** button

Example:

MENU ▾

Upload

Details ✔


File ✔

Thumbnails ✔

Assoc Files ✔

Confirm ✔

**Upload Confirmation Required**  
Here is a summary of FI15032697 Tamara Nixon:

Title:	FI15032697 Tamara Nixon
Category:	Miami Beach Visual Memoirs
Description:	FI15032697 Tamara Nixon Miami Beach Visual Memoirs Interview
Tags:	
Featured:	No
Uploaded File:	<span style="color: green;">31783922.mp4</span>
Thumbnail:	
Captions File:	There are no caption files

A long, illuminated walkway with a series of triangular frames receding into the distance, set against a dark blue background. The walkway is flanked by railings and has a glowing blue light strip along its length. The triangular frames are also illuminated with blue light, creating a tunnel effect. The background is a dark, textured blue.

Workshops

Libguides

?

FILE HOME SEND / RECEIVE

New Email New Items

Ignore Clean Up Junk Delete

Clutter 2491

krowan@fiu.edu

Inbox 4485

Drafts 15

Sent Items

Deleted Items 3397

Cats

Clutter 2491













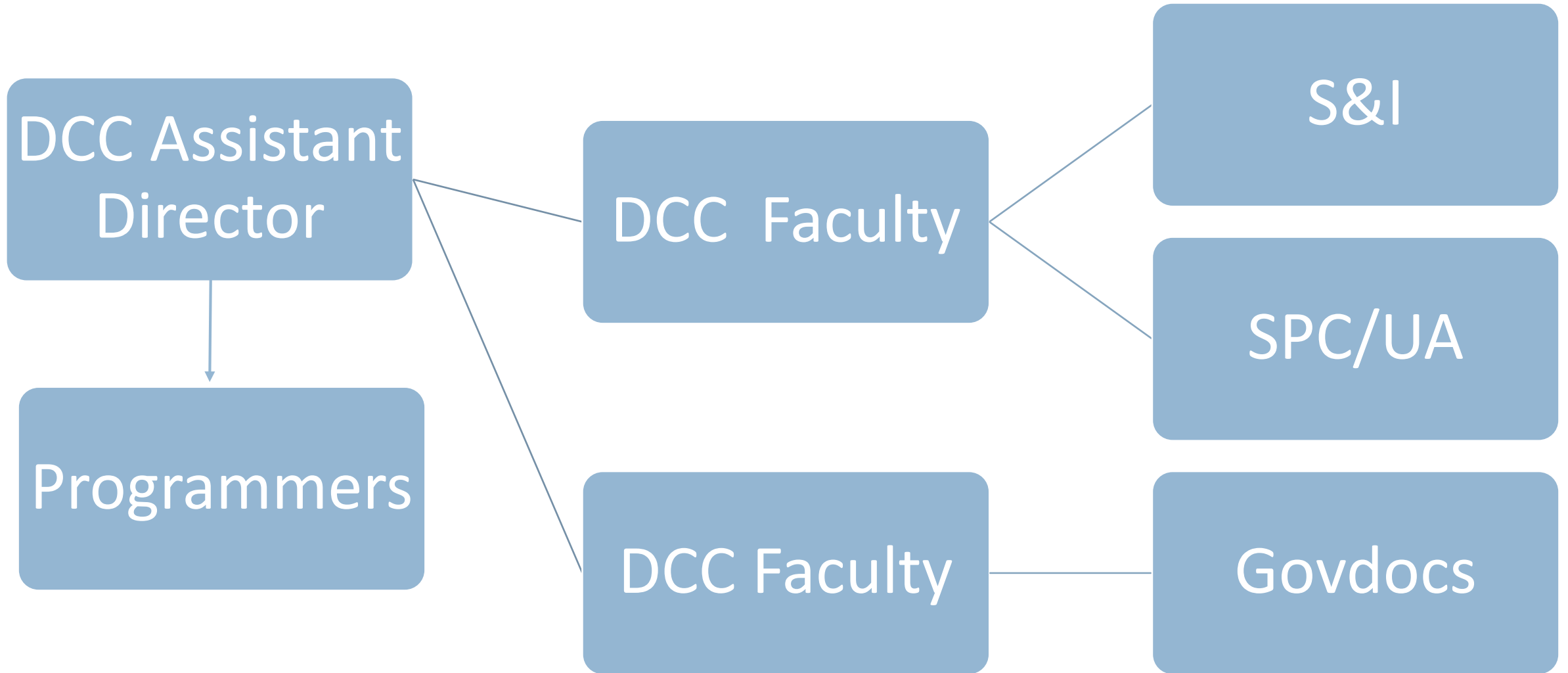
A long, illuminated walkway with a series of triangular frames receding into the distance, set against a dark blue background. The walkway is flanked by railings and has a glowing blue light strip along its length. The frames are also illuminated with blue light, creating a tunnel effect. The background is a dark, teal-blue gradient.

Workshops

Libguides

Liaison model

# The Liaison Model



Did this solve all our  
problems?



# What we've Learned

## #Implementing a training/workshop program

- \*Identify a dedicated go-to source for resolving problems
- \*Spread this task out over several staff members

## #Have related documents easily accessible

- \*Consider posting and/or recording workshops/presentations
- \*Have SOPs and troubleshooting guides



# DCC Staff

- 30% outreach activities

# Assistant Director

- 50-60% outreach activities







**Kelley Rowan**  
**Digital Archives Librarian**

**[krowan@fiu.edu](mailto:krowan@fiu.edu)**

**305-349-6485**

**Florida International University**