Special Library Association

June 16, 2008

Delivering your special collections online: Digitization and CONTENTdm

Jill Fluvog
Director, Sales & Marketing
Digital Collection Services, Seattle

Patrick Jones
Digital Services Consultant

OCLC™ The world's libraries. Connected.

Agenda

- Services for the digital life cycle
- Excerpts from “Digitization Basics” (Patrick Jones)
- CONTENTdm
- Additional digital collection services
- What is coming?

OCLC Digital Collection Services

We provide services for libraries and other cultural heritage organizations to create, manage, preserve and share digital collections.

Our mission is to offer services that:

- Help you create and showcase digital collections on the Web
- Enable the creation of your institution's digital repository
- Offer your collections maximum Web visibility via WorldCat
- Provide long-term archiving of your digital master files

An integrated set of solutions offering...

Access

Discovery

Creation

Management

Preservation

for your digital collections

OCLC Digital Collections Services

A range of options that support the entire digital life cycle

1. Plan
2. Process
3. Manage
4. Preserve
5. Share

A complete set of solutions

The Planning stage

- What are your project's goals and objectives? Do they support your vision, values and mission?
- Who are your stakeholders?
- Does Web access play a role? …full-text searching?
- What are your end users' needs?
- Does preservation play a role?
- How will you fund the project? Do you have the staff, hardware, etc.?

- **Determine your organizational priorities first**
- **Select the technical tools last**

OCLC Digital Collection Services

Solutions to help you create, manage, preserve and share your digital collections:

1. Digitization services
2. CONTENTdm Digital Collection Management Software
3. Connexion digital import
4. Web Harvester
5. Digital Archive
6. WorldCat
7. User Services

Digitization services

We create high-quality, digital images from…

- Original materials
- Microfilm and microfiche

We provide digital files to meet specifications

- Resolution
- Processing
- File naming
- File format
- Media delivery

Digitization process requirements

1. **Digital conversion** (TIFF creation)
   - Resolution (dpi - dots per inch)
   - Bit depth (bitonal, grayscale, color)
2. **Optical Character Recognition (OCR)**
3. **Metadata**
   - Dublin Core, MARC, METS, ALTO, etc.
4. **File naming**
   - Use ISO date format whenever possible

Digitization process requirements, *continued*

5. **Output/derivative files**
   - TIFF archival masters, bound PDF, JPEG2000, thumbnails
6. **Image processing**
   - De-skew, crop, sharpen, page and article segmentation, etc.
7. **Delivery method**
   - CD, DVD or hard drive
8. **CONTENTdm**
   - Digital collection building

CONTENTdm

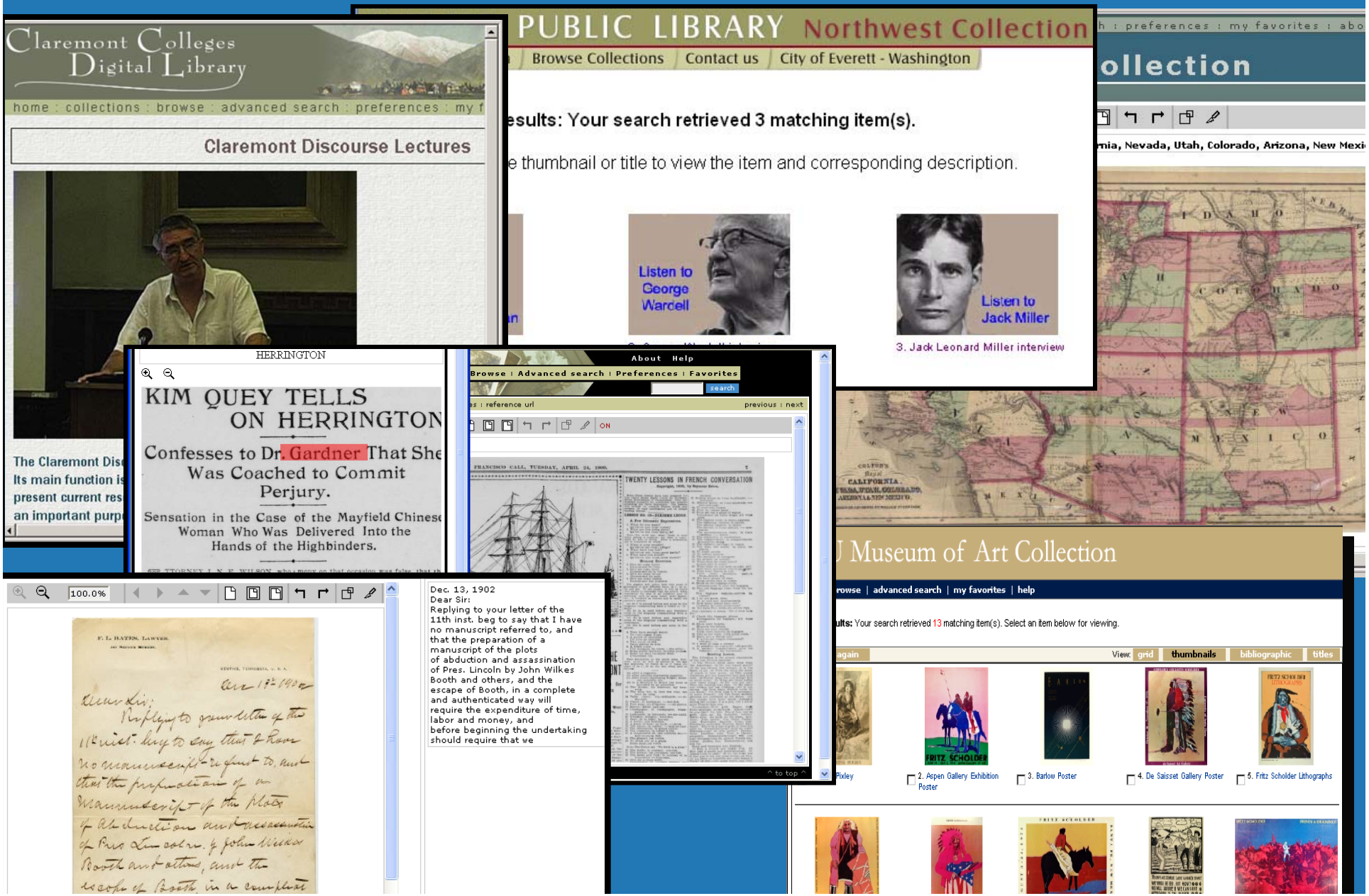
What is CONTENTdm Digital Collection Management Software?

- **A complete software solution**
- **Stores, manages and provides Web access to digital collections**
- **For organizations of all types and sizes**
  Academic libraries, public libraries, historical societies, museums, state libraries, cultural heritage organizations and others
- **Standards-based for staff efficiencies and cost effectiveness**
  Dublin Core, JPEG2000, OAI Harvesting, PHP API and more
- **Showcases a wide range of media types**
  Photos and documents to audio and video files

CONTENTdm

- **Enables you to share your digital collections on the Web**

Items of all types: images, maps, drawings, text, diaries, audio, video and more….



Organizations of all types

American Society for Cell Biology

- http://cellimages.ascb.org/
- Item link - http://cellimages.ascb.org/u?/p4041coll12,127

Buffalo Bill Historical Center

- http://www.bbhc.org/hmrl/collection.cfm

Arizona Memory Project

- Lists provide range of contributors and shows use of predefined queries
- http://azmemory.lib.az.us./cdm4/topicbrowse.php

George Washington Masonic Memorial Meeting Minutes

- Full-text search - http://cdm2623-01.cdmhost.com/u?/p262301coll1,1394

Building *your* digital collections

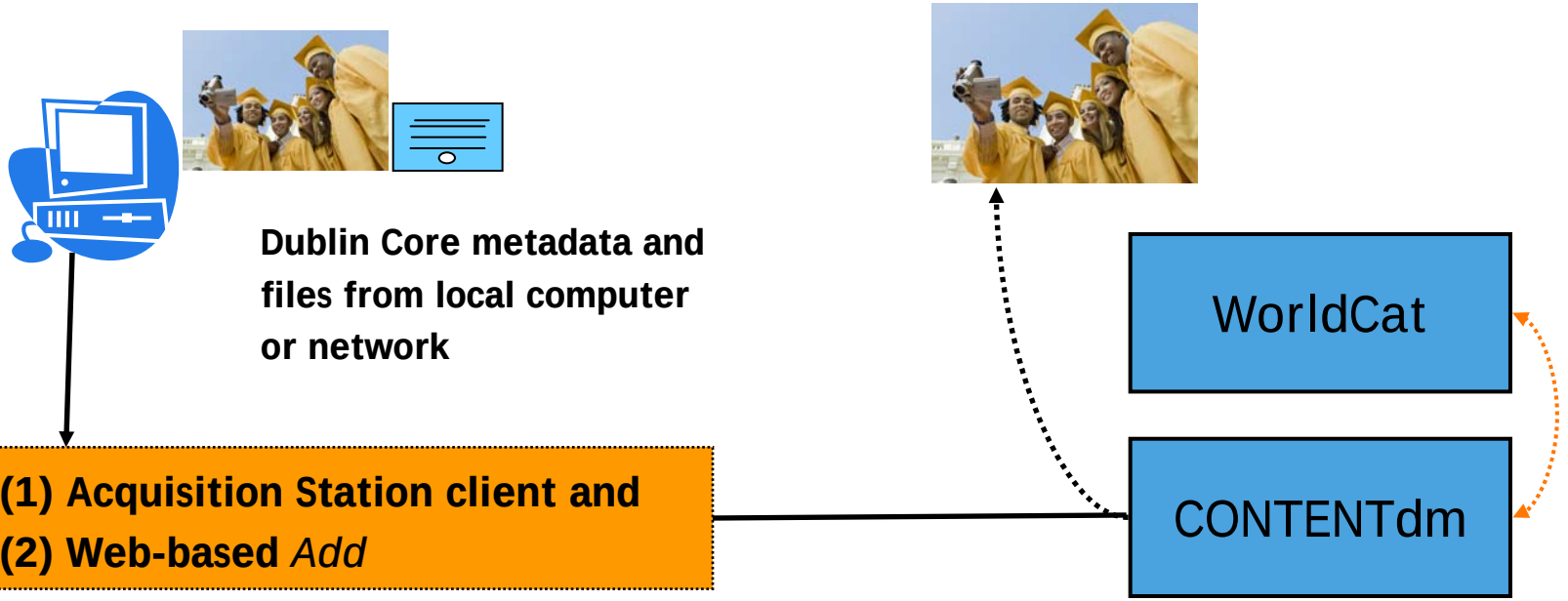
Three ways CONTENTdm fits into your workflow:

1. **CONTENTdm Acquisition Station –** submit digital files (any format) through this CONTENTdm client
2. **CONTENTdm Web-based *Add*** – submit digital files (any format, only simple files) thru a Web browser
3. **Connexion digital import –** submit digital files through the Connexion client

Optional workflows

- Web Harvester
- Digital Archive

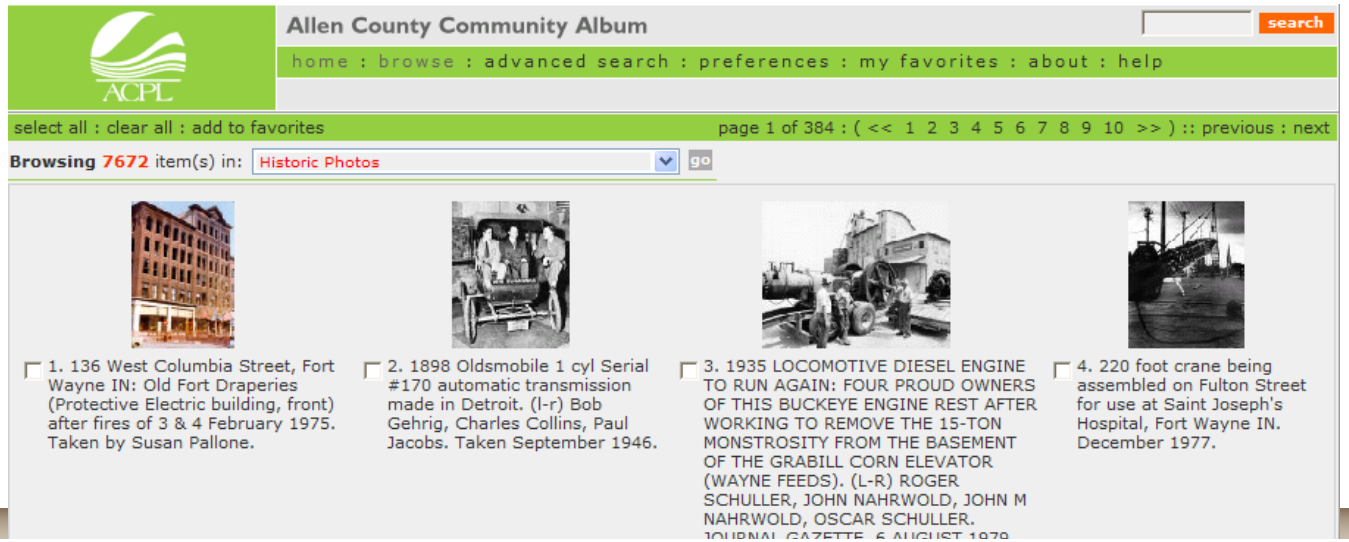
Building your digital collections with CONTENTdm - *workflow*



Building your CONTENTdm collections

Overview

1. Define your collection
   - Configure your metadata schema
2. Populate your collection
   - Add digital items and metadata
3. Share your digital collections on *your CONTENTdm Web site*



1. Define your collection

Configure the collection metadata schema

- **A group of objects (items) that**
  - Share the same metadata scheme
  - Live on the same CONTENTdm server (license)
- **200 collections per license**

✓Simple or Qualified Dublin Core *supported*

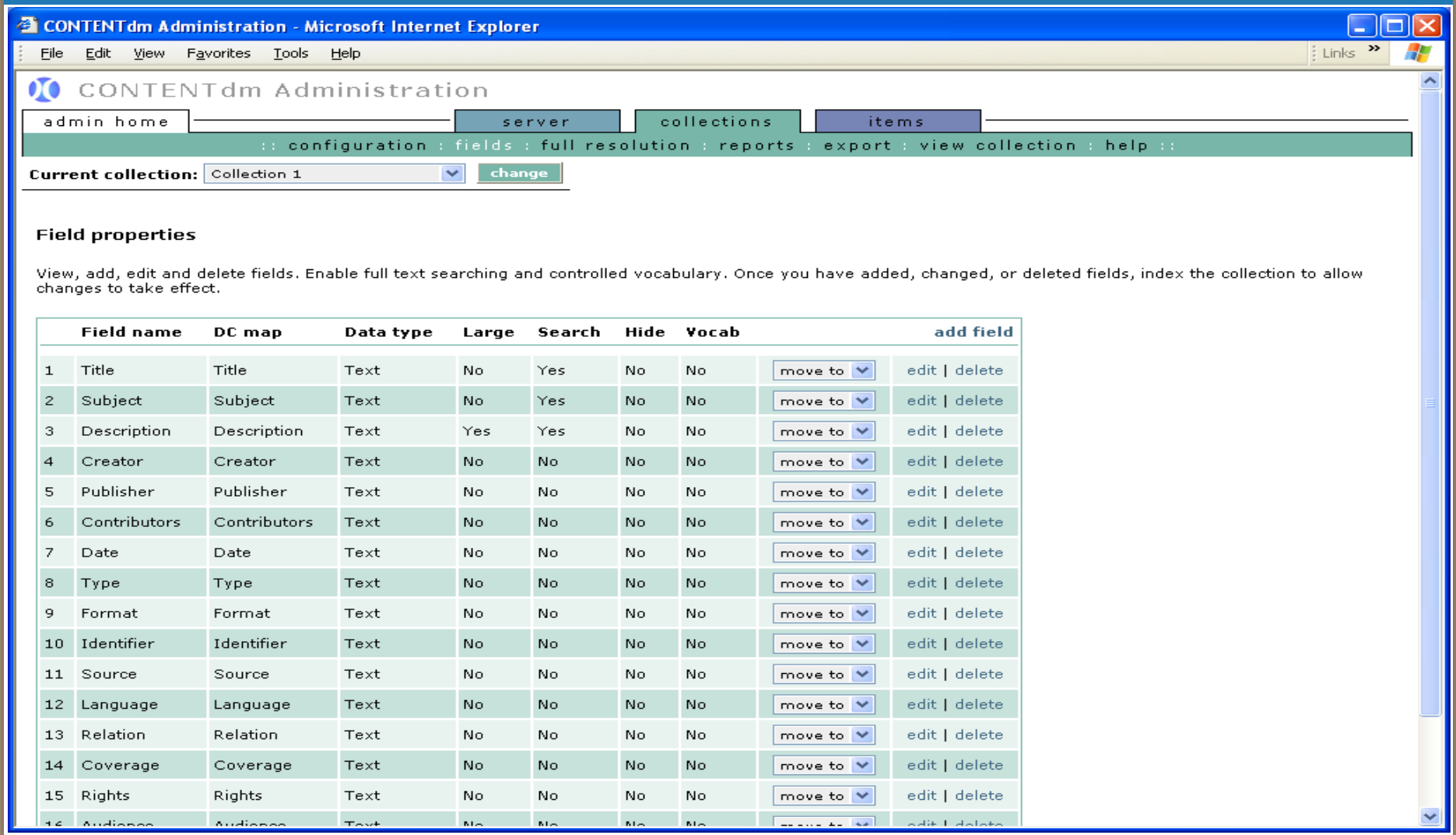
✓Title *required*

✓100 fields *per collection*

✓128,000 characters *per field*

✓16 million items *per collection*

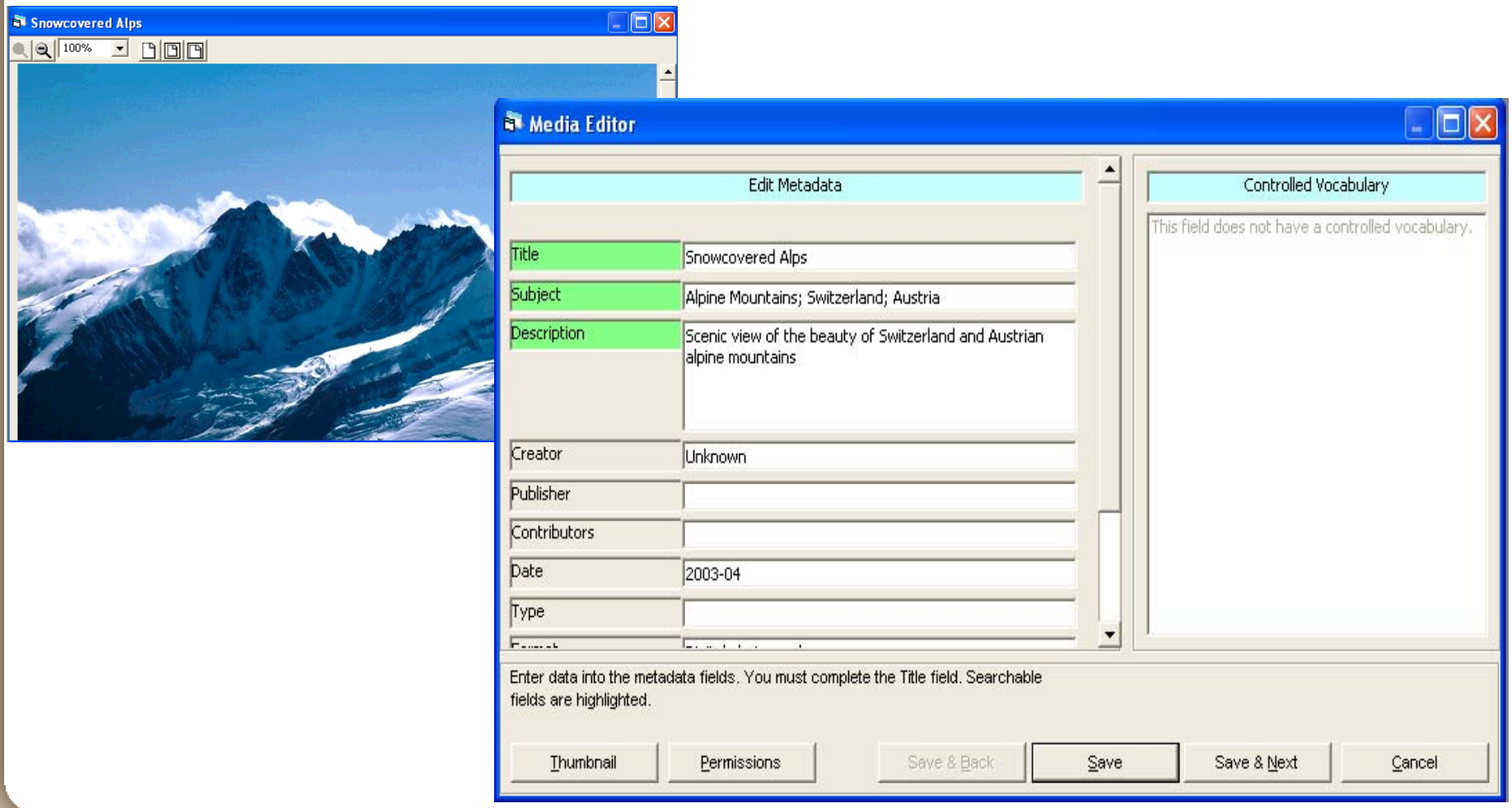
CONTENTdm and the Dublin Core



	Field name	DC map	Data type	Large	Search	Hide	Vocab		
1	Title	Title	Text	No	Yes	No	No	move to	edit | delete
2	Subject	Subject	Text	No	Yes	No	No	move to	edit | delete
3	Description	Description	Text	Yes	Yes	No	No	move to	edit | delete
4	Creator	Creator	Text	No	No	No	No	move to	edit | delete
5	Publisher	Publisher	Text	No	No	No	No	move to	edit | delete
6	Contributors	Contributors	Text	No	No	No	No	move to	edit | delete
7	Date	Date	Text	No	No	No	No	move to	edit | delete
8	Type	Type	Text	No	No	No	No	move to	edit | delete
9	Format	Format	Text	No	No	No	No	move to	edit | delete
10	Identifier	Identifier	Text	No	No	No	No	move to	edit | delete
11	Source	Source	Text	No	No	No	No	move to	edit | delete
12	Language	Language	Text	No	No	No	No	move to	edit | delete
13	Relation	Relation	Text	No	No	No	No	move to	edit | delete
14	Coverage	Coverage	Text	No	No	No	No	move to	edit | delete
15	Rights	Rights	Text	No	No	No	No	move to	edit | delete

2. Populate your collection

- **Add digital items and metadata**

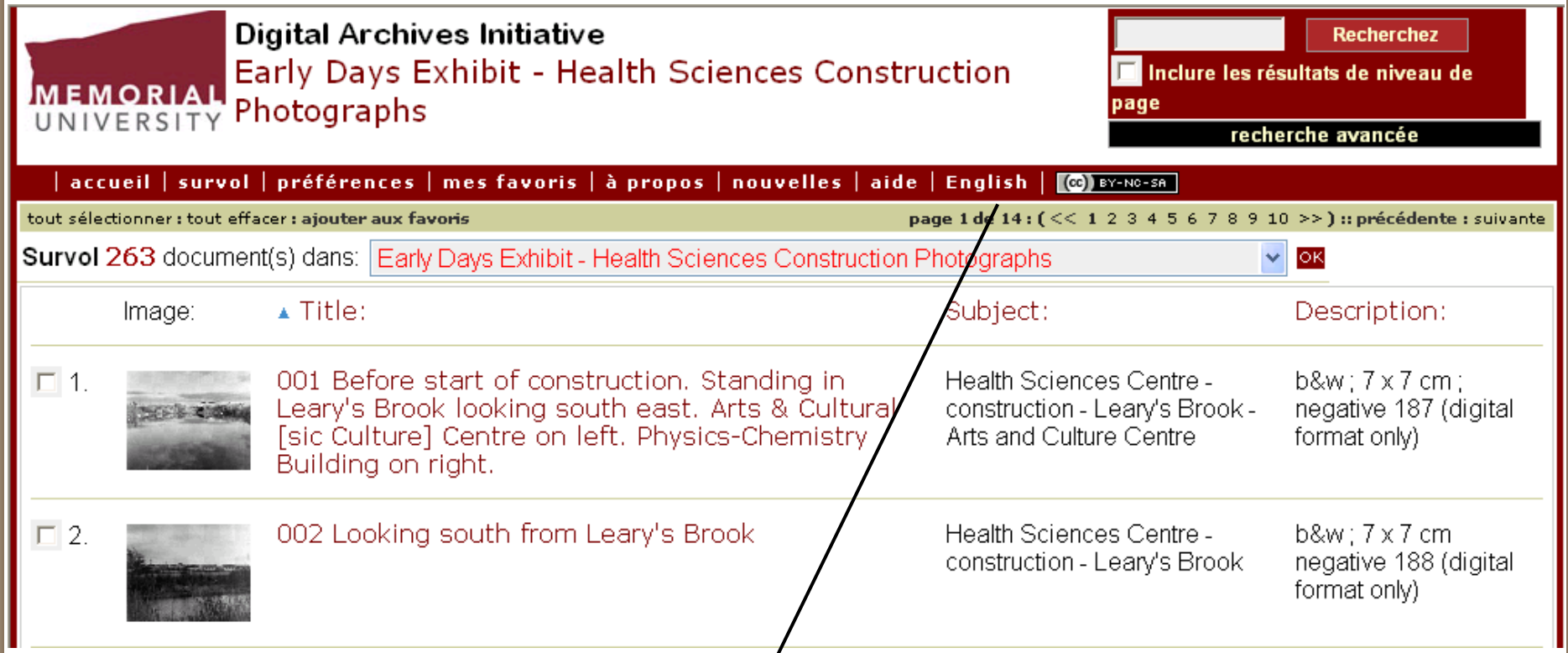


3. Share your digital collections on *your CONTENTdm Web site*

Browse

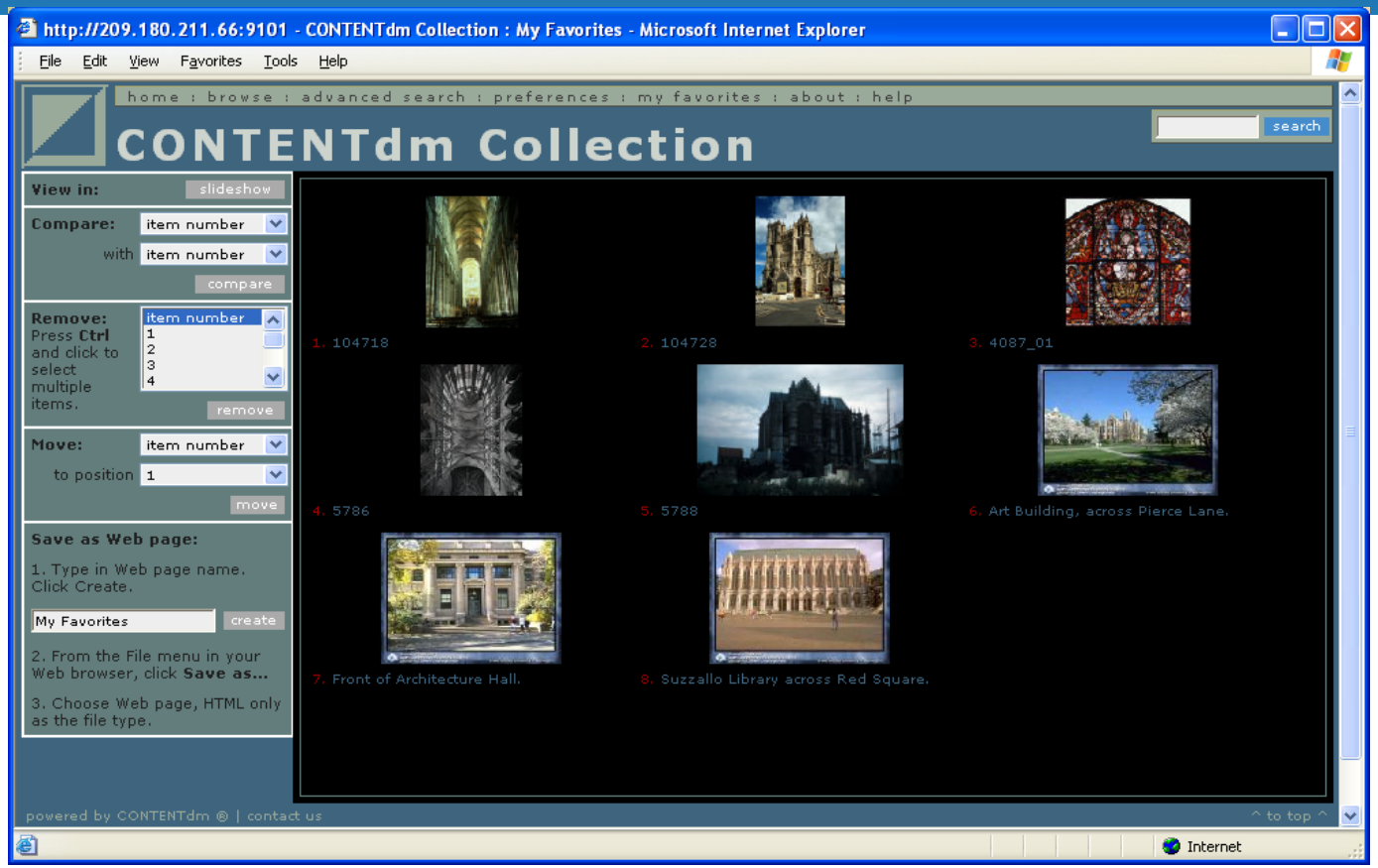
Advanced Search

3. Share your digital collections on *your CONTENTdm Web site*



Multiple languages

3. Share your digital collections on *your CONTENTdm Web site* – End user tools



• View in slide show	• Export to PowerPoint
• Save as Web page	• Use for ‘my shopping cart’

Building *your* digital collections

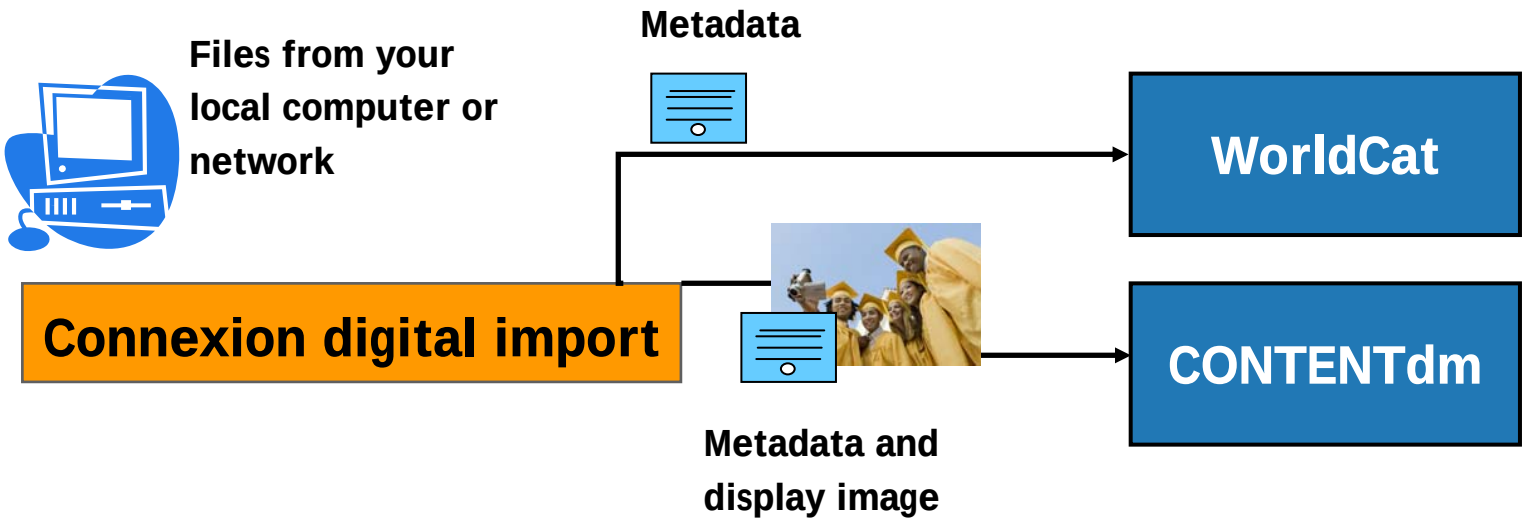
Three ways CONTENTdm fits into your workflow

1. **CONTENTdm Acquisition Station –** submit digital files (any format) through this CONTENTdm client
2. **CONTENTdm Web-based** *Add* – submit digital files (any format, only simple files) thru a Web browser
3. **Connexion digital import –** submit digital files through the Connexion client

Optional workflows

- Web Harvester
- Digital Archive

Building your digital collections with Connexion digital import - *workflow*



Connexion digital import

- Option for getting your digital items into CONTENTdm
- Cataloging workflows
- Integrates cataloging and CONTENTdm
- Via Connexion client, submit digital files stored on your local computer/network to your CONTENTdm collections
- For users of CONTENTdm Hosting Service who also have an OCLC cataloging subscription

Building *your* digital collections

Three ways CONTENTdm fits into your workflow

1. **CONTENTdm Acquisition Station**
2. **CONTENTdm Web-based *Add***
3. **Connexion digital import**

Optional workflows

- Web Harvester – *Coming soon!* Easily harvest Web content and add it to your CONTENTdm collections
- Digital Archive – Preserve your master files and digital originals

Web Harvester – *Coming soon!*

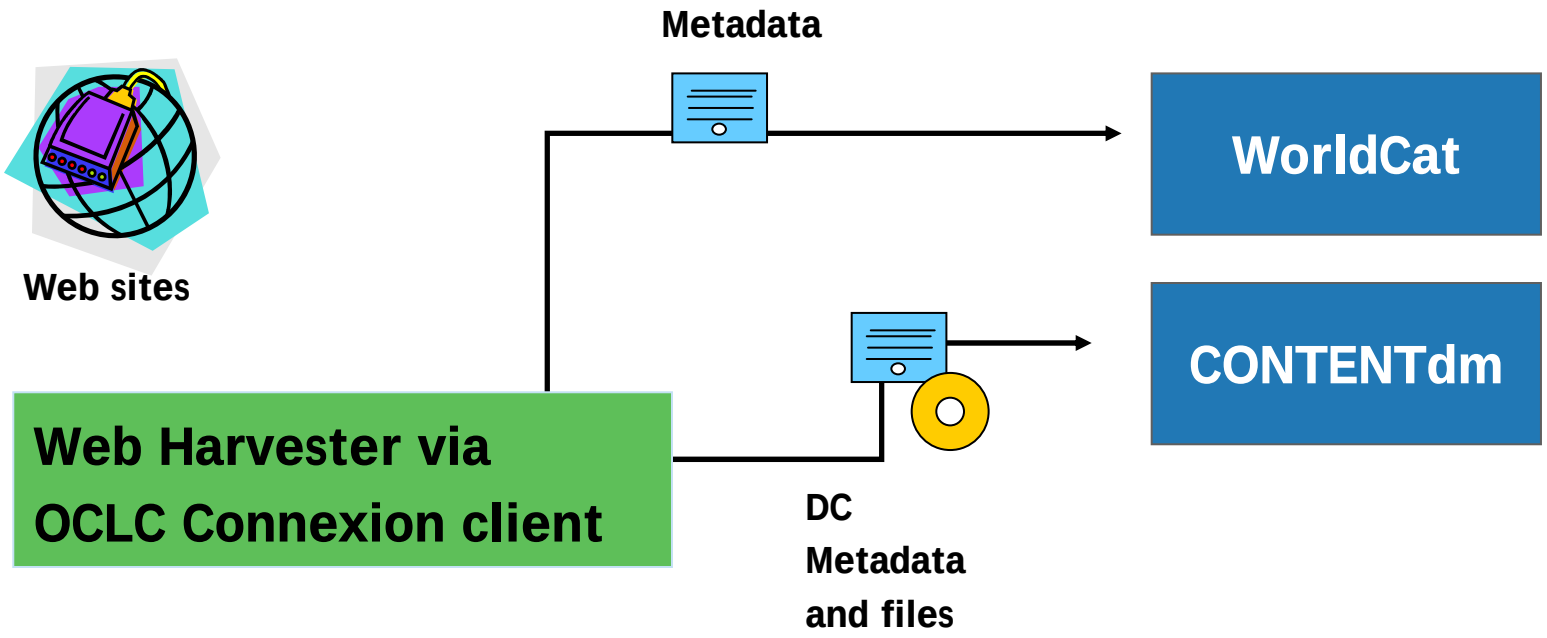
Easily harvest Web content

- Web pages
- Web sites
- Individual publications

Add Web content to your CONTENTdm collections

Provides a workflow that is integrated into both your normal cataloging and digital content management workflows

Building digital collections with the Web Harvester - *workflow*



Web Harvester:
Integrated capture and management of Web content

- Integrated with existing tools and workflows
- Cataloging workflow via OCLC Connexion client
- Digital collection management via CONTENTdm
- Access via 856 to single objects and serials via WorldCat, major search engines, and your local systems
- Customizable end user online access via CONTENTdm
- Digital Archive (optional)

Digital Archive

Some challenges of preservation

- Increasing volume of digital materials to manage
- Some solutions for widely published materials
- Few standards and not widely implemented
- Limited resources to apply to preservation

A preservation solution: OCLC's Digital Archive

- Secure, managed storage for digital originals and master files
- Integrated with your workflow for building digital collections

Digital Archive
Long-term storage for preservation

Secure, managed storage

- Systems management
- Physical security
- Data security
- Data backups
- Disaster recovery
- ISO 9001 Certification

Automated monitoring

- Manifest verification
- Virus check
- Fixity check (digital fingerprinting)
- Format Verification

Reports

- Storage use and growth
- File types
- Accesses and disseminations

"**The Montana Historical Society** has chosen the Digital Archive service as the storage facility for our digital collections. The ease of adding materials through Connexion and the secure, managed storage make the Digital Archive service the ideal solution for our needs."
—Molly Kruckenberg, Research Center Director

Digital Archive
Integrated workflows

Simple, straightforward workflows that fit in with

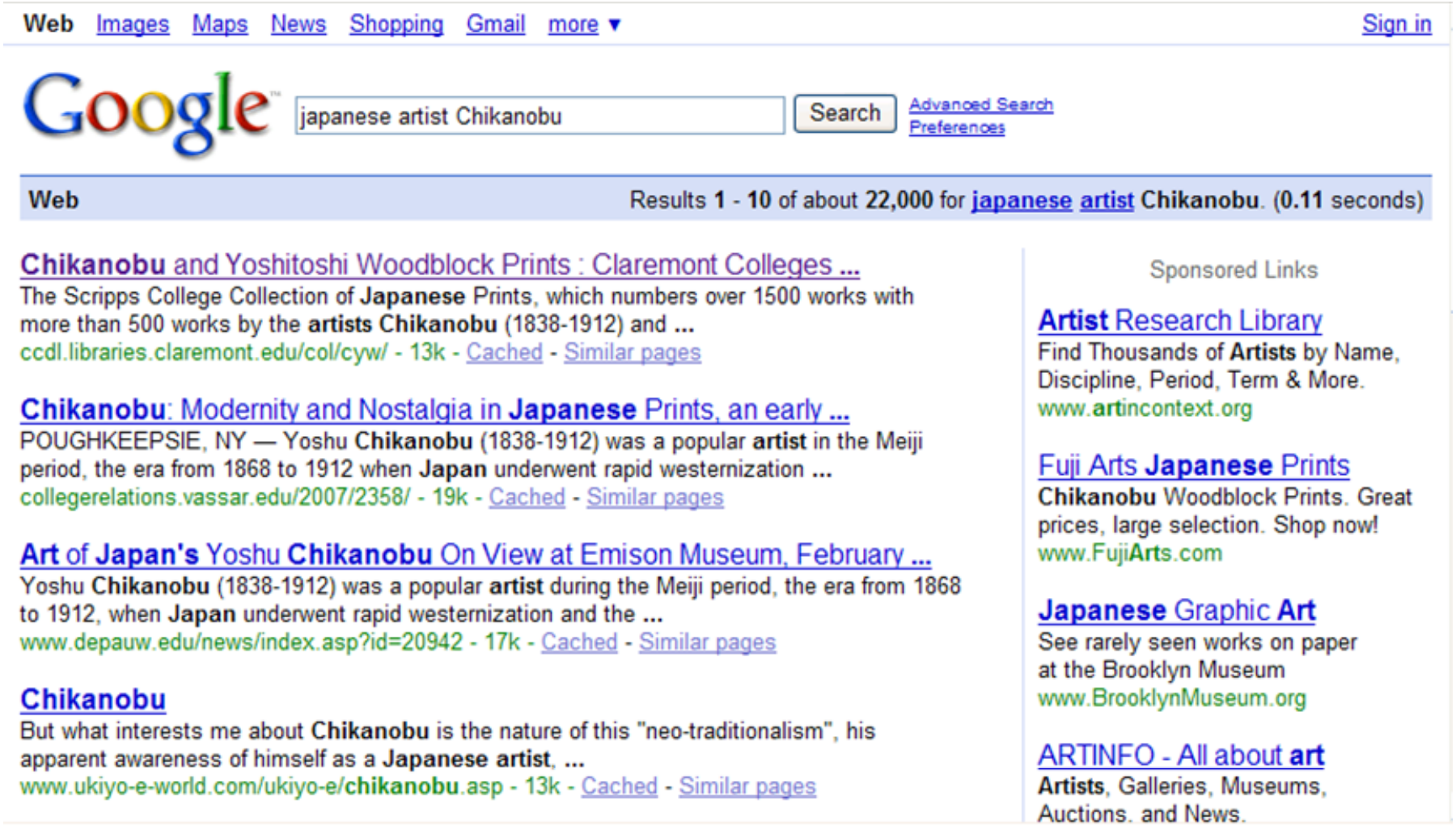
- CONTENTdm collection building
- WorldCat cataloging
- Web Harvester
- Other digital asset management systems

Sharing your digital collections

Your organization's digital collections are built and shared via the Web... what's next?

- Promote your collections
- *Increase discovery* through WorldCat
  - WorldCat.org
  - WorldCat Local
  - Google
  - Yahoo! Search

Increase discovery via Google and WorldCat



Search WorldCat.org

WorldCat®

Home | Search

Create lists, bibliographies and reviews: Sign in or create a free account

Search for items: japanese artist Chikanobu Search Advanced Search

Search results for **'japanese artist Chikanobu'**

Sort by: Relevance

Refine Your Search

Author
Claremont College... (12)
Boston Museum Of ... (1)

Year
1897 (1)
1894 (1)
1889 (1)
1882 (1)
1881 (1)

Results **1-10** of about **14** (**.13** seconds)

« First ‹ Prev 1 2 Next ›

Select All Clear All **Save to:** [New List] Save

1. **Illustration of Kinryuzan Sensoji**
by Museum of Fine Arts, Boston.
Language: English Type: Internet Resource : 2-D image Visual Material
Publisher: Museum of Fine Arts, Boston, Boston, Massachusetts, USA. 2000.30 Jean S. and Frederic A. Sharf Collection 1882 1882 registered February 1882.

2. **#30 Yamashiro, Flowers of Kinkaku-ji, Princess Yuki**
by Claremont College Digital Library; Kobayashi Tetsujiro. Ruth Chandler Williamson Gallery, Scripps College
Language: English Type: Internet Resource : 2-D image Visual Material
Publisher: Claremont Colleges Digital Library 1884-12-10

3. **A Glimpse of Dignitaries Dancing**
by Claremont College Digital Library;
Language: English Type: Internet Resource : 2-D image Visual Material
Publisher: Claremont Colleges Digital Library 1888-02-08

WorldCat for global discovery

WorldCat

Home | Search

Create lists, bibliographies and reviews: Sign in or create a free account

Search for items: japanese artist Chikanobu Search Advanced Search

#30 Yamashiro, Flowers of Kinkaku-ji, Princess Yuki

by Claremont College Digital Library; Kobayashi Tetsujiro. Ruth Chandler Williamson Gallery, Scripps College

☆☆☆☆☆
(not yet rated)

Type: Internet Resource; English
Publisher: Claremont Colleges Digital Library 1884-12-10
OCLC: 181589045
Related Subjects: Chikanobu, Yoshu | Art, Japanese -- Edo period, 1600-1868 | Hashimoto, Chikanobu
Web Resources: ccdl.libraries.claremont.edu
Citations: Cite this Item | Export to EndNote | Export to RefWorks

Thumbnail →

Get It
View Item Online
Search my library
Buy This Item

Save It
Add This Page to Favorites
Save to: [New List] Save

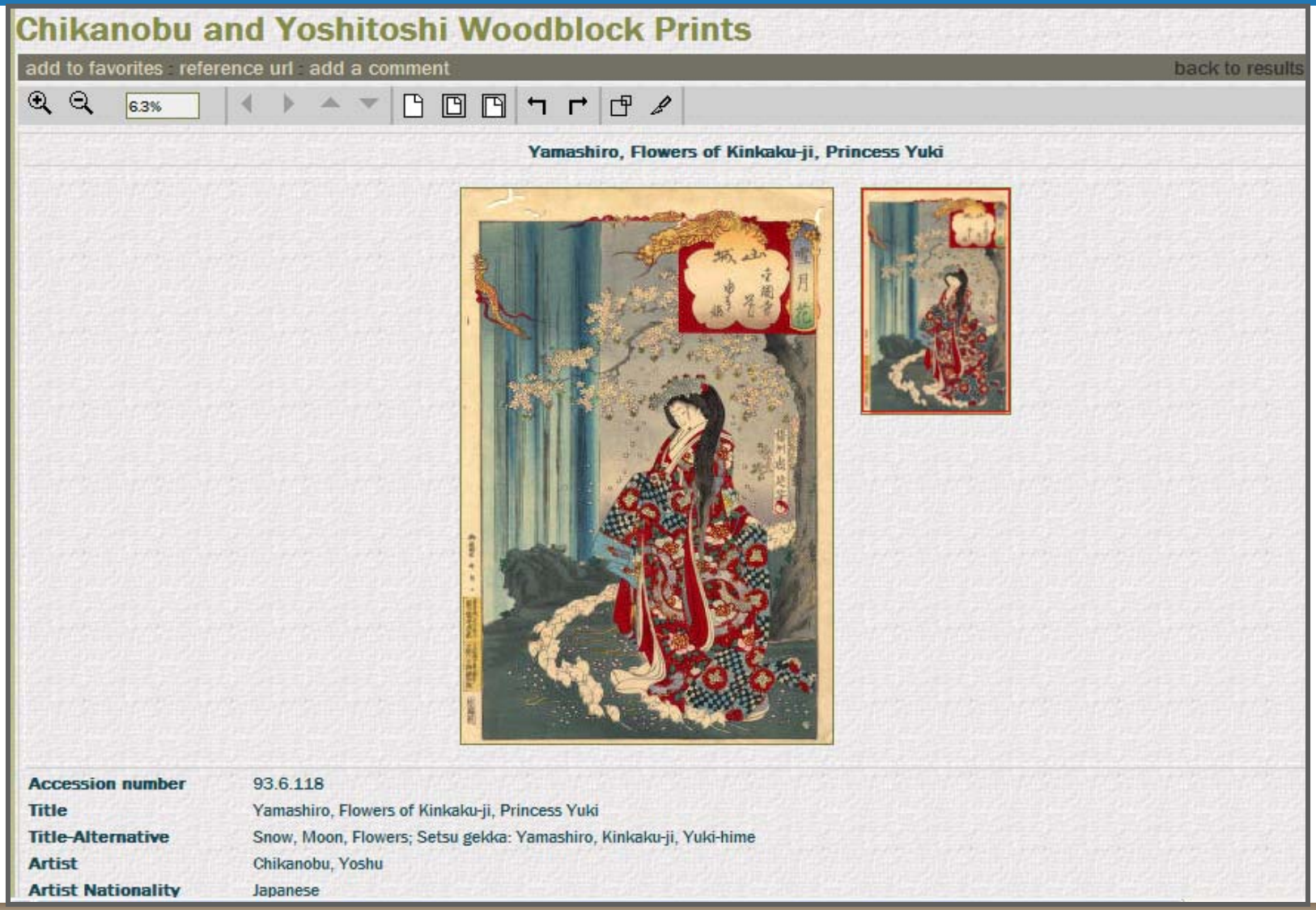
Add to It
Review this Item
Edit Public Notes

Share It
Link to this Page
BOOKMARK

Services from OCLC Library for this item: OCLC Partner Access 1.0 | ILLiad | OCLC Test | Connect to the catalog of the OCLC Library | Request item | OCLC FirstSearch

View the item

WorldCat for global discovery



WorldCat for global discovery

WorldCat®

Home | Search

Create lists, bibliographies and reviews: Sign in or create a free account

Search for items: japanese artist Chikanobu Search Advanced Search

#30 Yamashiro, Flowers of Kinkaku-ji, Princess Yuki

by Claremont College Digital Library; Kobayashi Tetsujiro. Ruth Chandler Williamson Gallery, Scripps College

☆☆☆☆☆
(not yet rated)

Type: Internet Resource; English
Publisher: Claremont Colleges Digital Library, 1994-12-10
OCLC: 181589045
Related Subjects: Chikanobu, Yoshu | Art, Japanese -- Edo period, 1600-1868 | Hashimoto, Chikanobu
Web Resources: ccdl.libraries.claremont.edu
Citations: Cite this Item | Export to EndNote | Export to RefWorks

OCLC number

Item citation

Get It
View Item Online
Search my library
Buy This Item

Save It
Add This Page to Favorites
Save to: [New List] Save

Add to It
Review this Item
Edit Public Notes

Share It
Link to this Page
BOOKMARK

WorldCat for global discovery

Citation Styles for "#30 Yamashiro, Flowers of Kinkaku-ji, Princess Yuki"

APA

Claremont College Digital Library, & Kobayashi Tetsujiro. ( ). *#30 Yamashiro, Flowers of Kinkaku-ji, Princess Yuki*. Claremont Colleges Digital Library. http://ccdl.libraries.claremont.edu/u?/cyw,52.

Chicago (Author-Date)

Claremont College Digital Library, and Kobayashi Tetsujiro. . *#30 Yamashiro, Flowers of Kinkaku-ji, Princess Yuki*. Claremont Colleges Digital Library. http://ccdl.libraries.claremont.edu/u?/cyw,52.

Harvard

CLAREMONT COLLEGE DIGITAL LIBRARY, & KOBAYASHI TETSUJIRO. ( ). *#30 Yamashiro, Flowers of Kinkaku-ji, Princess Yuki*. Claremont Colleges Digital Library. http://ccdl.libraries.claremont.edu/u?/cyw,52.

MLA

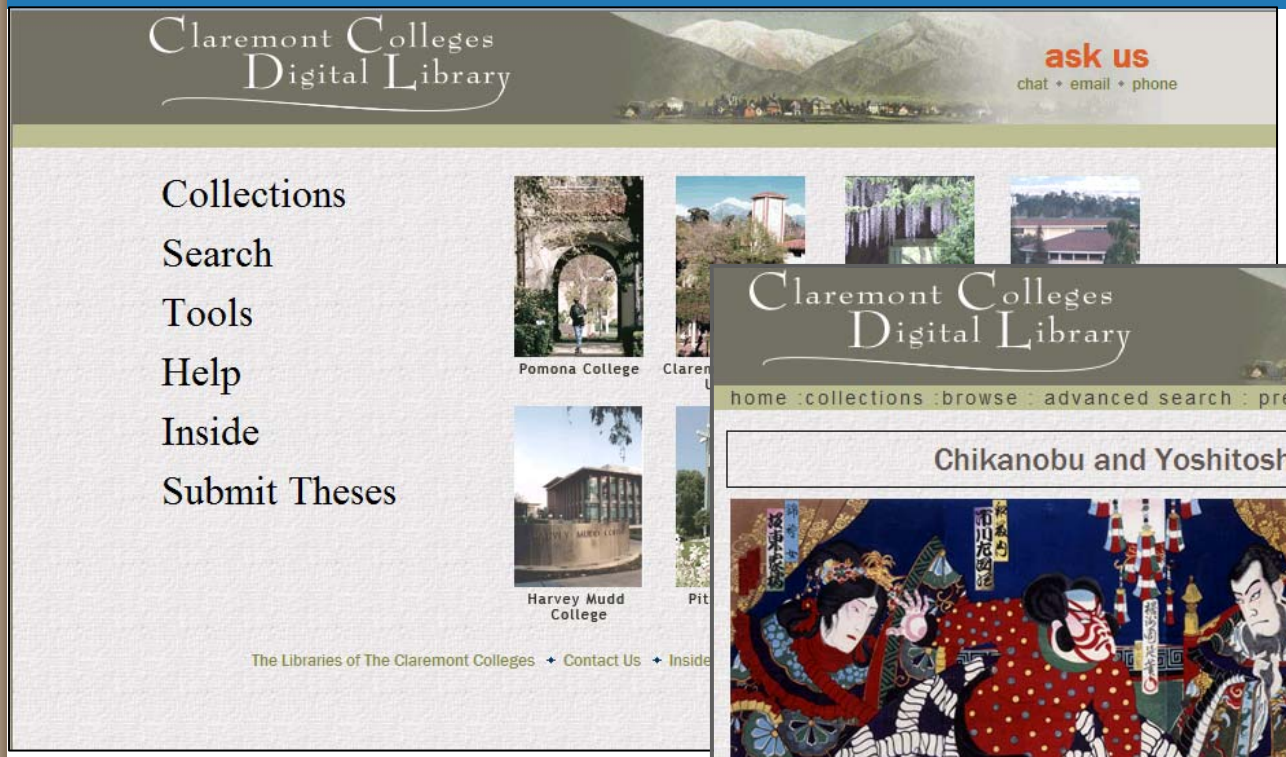
Claremont College Digital Library, and Kobayashi Tetsujiro. #30 Yamashiro, Flowers of Kinkaku-Ji, Princess Yuki. Claremont Colleges Digital Library, . <http://ccdl.libraries.claremont.edu/u?/cyw,52>.

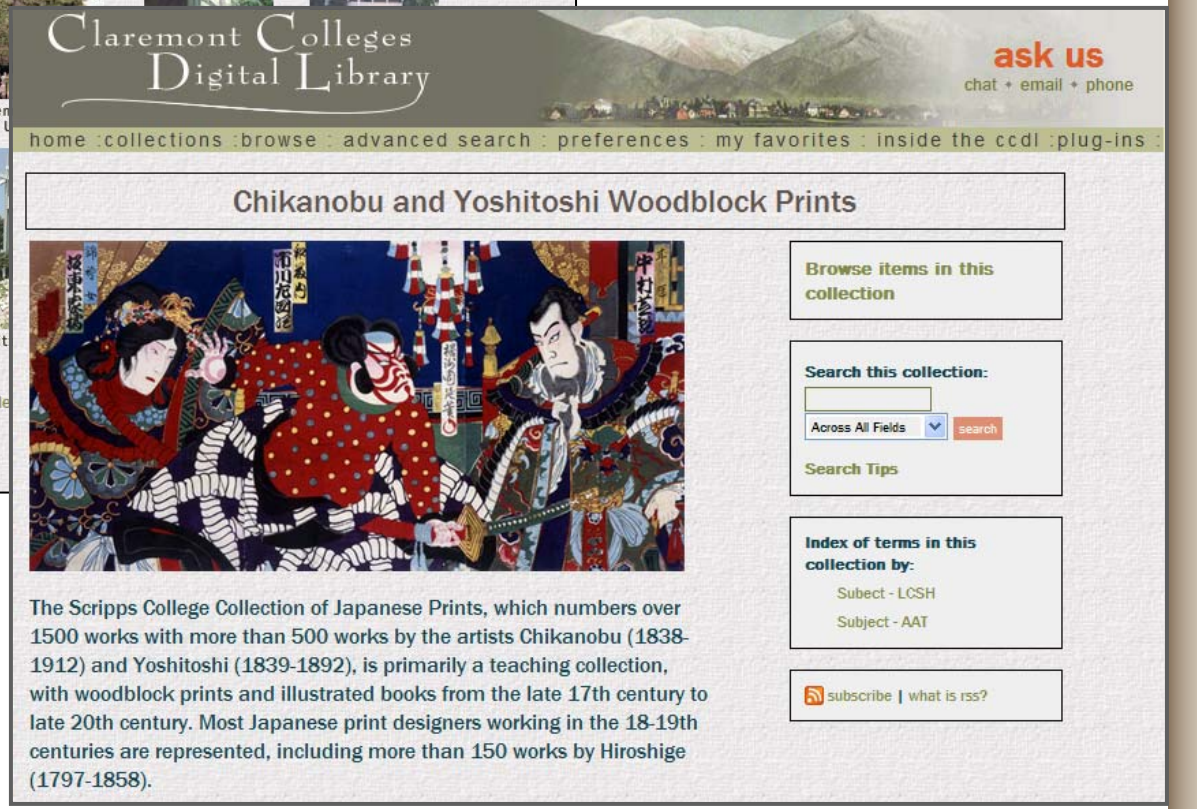
Turabian

Claremont College Digital Library, and Kobayashi Tetsujiro. *#30 Yamashiro, Flowers of Kinkaku-Ji, Princess Yuki*. Claremont Colleges Digital Library, . <http://ccdl.libraries.claremont.edu/u?/cyw,52>.

Learn more about these citation styles: APA | Chicago | Harvard | MLA | Turabian

Claremont Colleges:
Access and discovery via CONTENTdm and WorldCat.org





"It was the solution we needed to not only manage the collection, but to share it with the broadest audience possible."

Pat Vince, Digital Initiatives Librarian
Claremont Colleges

http://ccdl.libraries.claremont.edu/

Better global discovery with WorldCat

Libraries and other cultural heritage organizations add their CONTENTdm collection metadata to WorldCat

- Through WorldCat.org and WorldCat Local, people on the Web discover—not only traditional library collections—but special collections that have been digitized.

OCLC
The world's libraries.
Connected.

WorldCat

7. User Services

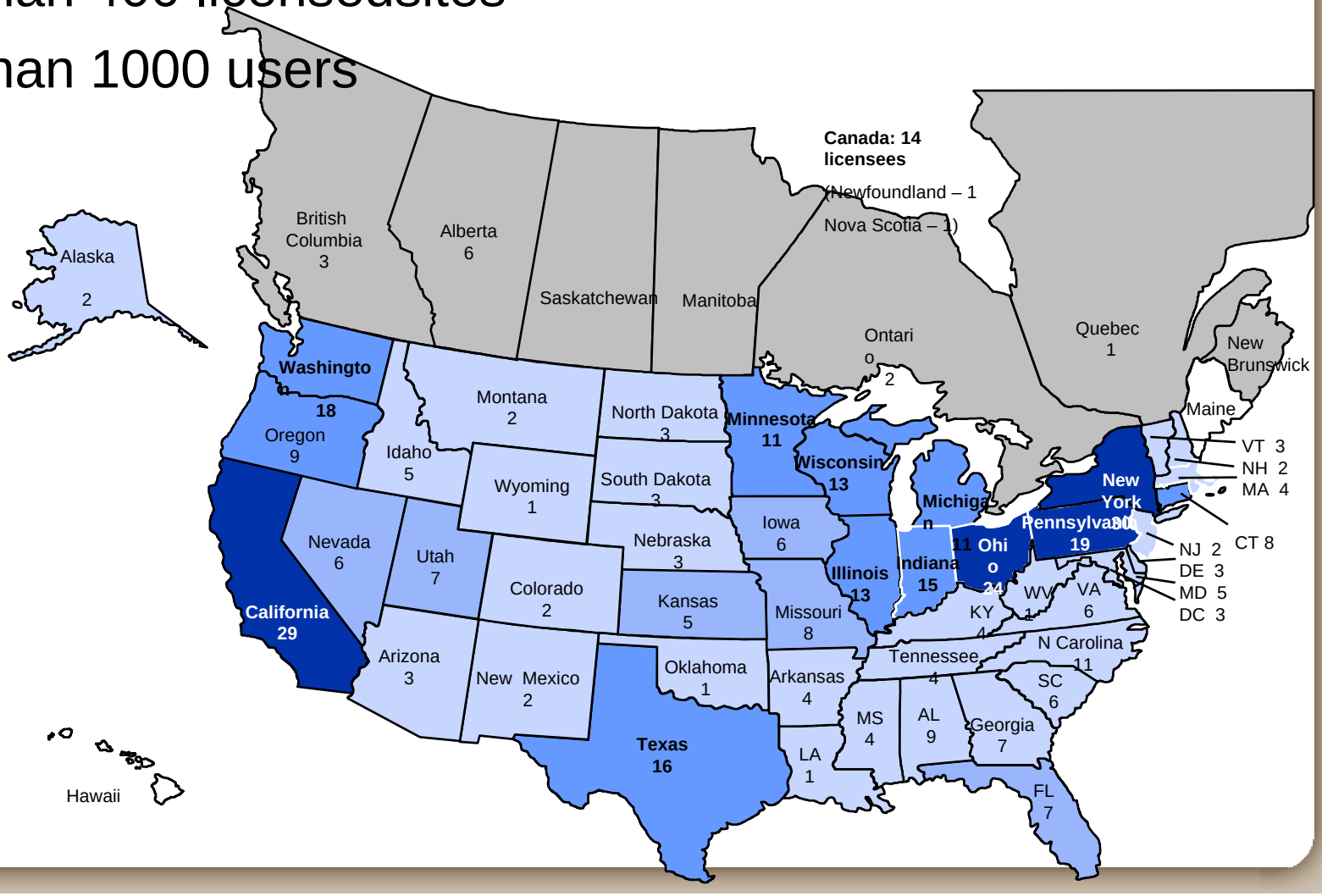
We can help you get to success!

Professional assistance is an available option for digital collection projects:

- Planning and implementation
- Metadata and workflow design
- CONTENTdm collection building
- Training (onsite and online)

The CONTENTdm user community

- More than 400 licensedsites
- More than 1000 users



A vibrant user community

CONTENTdm users freely share best practices and locally-developed extensions through:

- **CONTENTdm listserv**
- **User Support Center**
  - Available online 24x7
  - Tutorials, comprehensive Help files and more
- **User groups**
- **Example: Drake University**
  http://www.lib.drake.edu/heritage/odm/map/

CONTENTdm
Regional User Group Meetings 2008

ALA Midwinter 2008

- **January in Philadelphia**

Midwest User Group

- April in Indianapolis, Indiana

Western User Group

- June in Claremont, California .

ALA Annual 2008

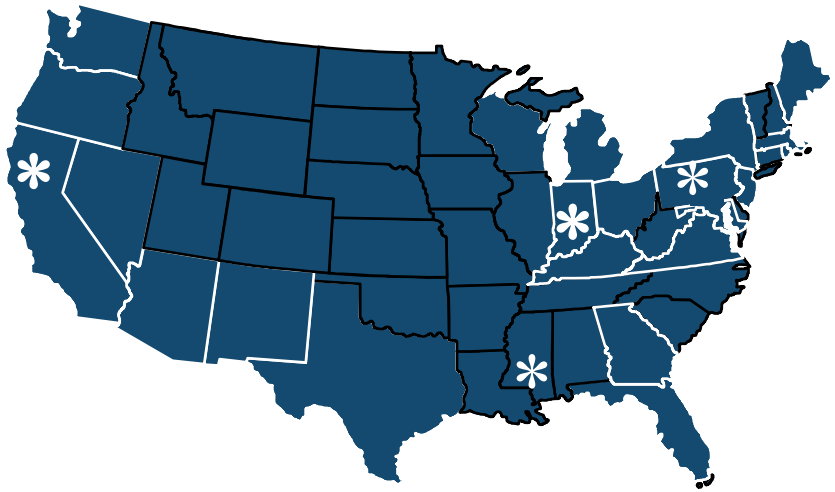
- June/July in Anaheim, California

Northeast/Mid-Atlantic User Group

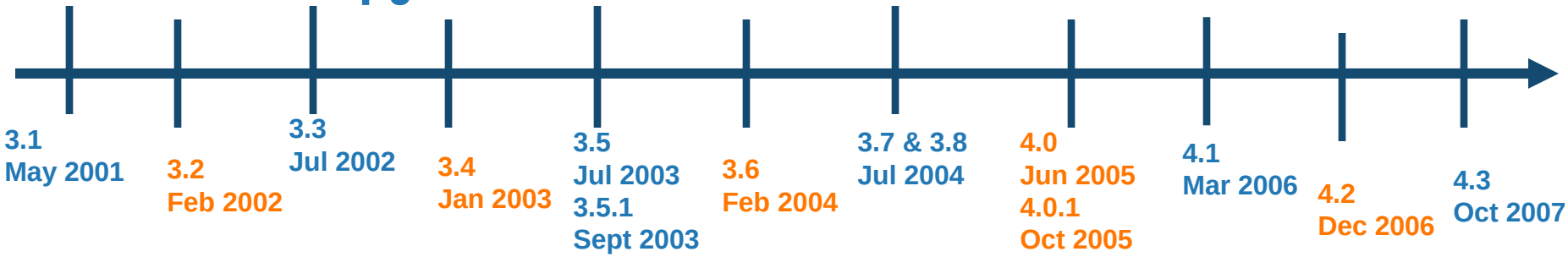
- July at Pennsylvania State University

South/Southeast User Group

- July/Aug at Mississippi State University



CONTENTdm Upgrades for users



Version 3.4 Jan 2003

OAI support for harvesting of metadata

Multi-Site Server

Version 3.5 Jul / Sep 2003

WorldCat link for metadata harvesting

Customizable Web Templates

Version 3.6 Feb 2004

Batch Add wizard

Advanced Search has a new interface and added functionality

User Support Center introduced

Version 3.7 & 3.8 Jul 2004

Zoom and pan toolbar for viewing images; Compare button

Tab-delimited Text Import

Collection and item-level security

Web browser-based editor

Version 3.8

JPEG2000

Version 4.0 Jun / Oct 2005

EAD support

PHP-based API which supports broader customizations and interoperability

User Interface based on the new PHP API

OCR Extension with ABBYY FineReader

Version 4.1 Mar 2006

Redirects for obsolete URLS

PHP 5.0 supported

Version 4.2 Dec 2006

Multiple Compound Object Wizard

OCR Extension upgraded to ABBYY FineReader Version 8

Ability to highlight, view and clip individual newspaper articles

Search and browse by date range

Version 4.3 Oct 2007

Easier to manage and access PDF documents, especially multiple-page PDFs

Improved controlled vocabulary

OCLC Connexion digital import

What's next?

CONTENTdm 5

- In progress!
- Next release will fully support Unicode
  - New search engine (Find)
- Pilot project with Simon Fraser University
  - Chinese language newspapers

What's next?

Digital Images Home : Chinese Times Home : customized search : browse : preferences : my favorites : about : help
SFU
Chinese Times
TAI HON KONG BO LTD.
THE CHINESE TIMES
menu off
add document to favorites
add page to favorites
reference url
back to results
previous
next
Search this object:
search
View:
document description
go
previous page
next page
Chinese Times, April 1, 1974
Page 1
Page 2
Page 3
Page 4
Page 5
Page 6
Page 7
Page 8
100.0%
Chinese
Serials Division-Liberary
U. B. C.
Vanc. 8
公元一九七四年四月一日 星期一
報費價目表

OCLC Digital Collection Services

WorldCat.org

WorldCat Local

CONTENTdm
Web Harvester
Digital Archive

OCLC Digital Collection Services:
A complete set of solutions

Solutions to help you create, manage, preserve and share your digital collections

Next steps

1. Explore CONTENTdm users' collections at www.oclc.org/contentdm/
2. Evaluate the CONTENTdm software www.oclc.org/contentdm/evaluate/
3. Call Patrick if you're starting a digitization project, applying for a grant or have any questions
4. Contact us

Jill Fluvog
fluvogj@oclc.org
360-866-0579

Patrick Jones
jonesp@oclc.org
866-913-8576 (toll-free)