From the Macro to the Micro: How Small-Scale Digitization Can Make a Big Difference

Caroline Catchpole, Metropolitan New York Library Council
Molly Huber, Minitex
Jolie Graybill, Minitex
Natalie Milbrodt, Queens Library

@DigitizeNYC
@minitexmn
Macro to Micro: Digital Storytelling with the Minnesota Digital Library

Jolie Graybill, Assistant Director, Minitex
Molly Huber, MDL Outreach Coordinator
The Minnesota Digital Library – What is it?
Our Projects

Projects

Minnesota Reflections
A collection of images, documents, maps, and more depicting the history of Minnesota.

Ebooks Minnesota
An online ebook collection for all Minnesotans that covers a wide variety of subjects for readers of all ages, and features content from our state's independent publishers.

Minnesota's Immigrants
A collaborative project that captures and exposes the myriad stories of the citizens who make up this great state and call Minnesota home.

DPLA Collaboration
Our collaboration with the Digital Public Library of America to increase online access to the collections held by cultural organizations across Minnesota.

Public Library Partnership Project
A project designed to train and support public library staff members in selecting and digitizing content to be included in Minnesota Reflections and the Digital Public Library of America.
Contributor Map
Minnesota Reflections

• Images only at first, now many types of objects
• Over 175 organizational contributors
• Just over 50,000 unique items
• More than 260,000 digitized individual objects
• Initial service hub for DPLA
A different type of engagement

Minnesota Reflections captured what has been collected by the cultural heritage organizations, but MDL kept being approached by groups who wanted to capture the history of individuals and families within the community.
# Scan for Keeps – Equipment, Standards, Procedures

---

### General Information

- **Name:**
- **Date of Creation:**
- **Date of Publication:**
- **Creator:**
- **Medium:**
- **Interpretation:**

### Language Information: What is the item's physical format?

<table>
<thead>
<tr>
<th>Format</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Photograph</td>
<td>Black and White</td>
</tr>
<tr>
<td>Photograph</td>
<td>Color</td>
</tr>
<tr>
<td>Filmstrip (film in a professional studio)</td>
<td>Negative – black and white</td>
</tr>
<tr>
<td>Postcard</td>
<td>Reading – 4 x 6</td>
</tr>
<tr>
<td>Other</td>
<td>4 x 6 mm slide</td>
</tr>
</tbody>
</table>

### World Image Description: What is the item's physical format?

- **Make:**
- **Model:**
- **Place of Purchase:**
- **Place of Production:**
- **Subject Information:** What is the item's physical format?

### Write a Brief Description

**Scan on the Epson Perfection V850 Pro Photo Scanner via Photoshop – 3/14/19**

**Set Up:**
- **Scanner:** Plug it in using the Epson power cord.
- **Plug in the power cord into the scanner base.**
- **Use:**
- **Unplug:**

**Turn on the scanner:**
- **Turn on the laptop:**
- **Connect the external monitor on the scanner back, and visualize the scanner lid from the locked to unLocked positions.**

**General Notes:**
- All items are digitized in color.

---

**MDL**

**MINNESOTA DIGITAL LIBRARY**
Scan for Keeps – Community Scanning Events

• Community engagement
• Collaboration
• Digital preservation
• Collection of historical content
• Digital storytelling
From the Macro to the Micro: Creating a Mobile Digitization Service

@DigitizeNYC
Queens, New York

- 2.3 million residents
- 108 square miles
- 69 Queens Library locations
- 13.5 million annual circulation
- 972,000 active borrowers
- 2 Archivists
CULTURE IN TRANSIT

Digitizing & Democratizing Metropolitan New York’s Cultural Heritage
● Funded by the Knight Foundation News Challenge on Libraries
● Partnership with Metropolitan New York Library Council, Queens Library and Brooklyn Public Library
● Collected material will also be shared with the Digital Public Library of America
Pond to Lake to Ocean
Digitization Equipment Sets

Flatbed Scanner

Copy-Stand

Outreach
Transporting Digitization Equipment
Community Scanning
Queens Library, Brooklyn Public Library

Brooklyn Public Library

Queens Library
Community Scanning

Forest Hills, Ridgewood and Woodhaven Community Libraries, Neir’s Tavern
Cultural Heritage Institutional Scanning, METRO
- 1 year
- 10 institutions
- 1,604 unique items
- 4,243 digitized images
Welcome to Culture in Transit

Culture in Transit is a partnership between the Metropolitan New York Library Council (METRO), the Brooklyn Public Library and Queens Library to bring mobile scanning equipment to smaller libraries, archives, museums, and the communities they serve. We are one of 22 projects to win the John S. and James L. Knight Foundation’s Knight News Challenge on Libraries. Our work falls into two main areas:

- Community Events (Queens Library and Brooklyn Public Library): We bring our mobile digitization kit to library branches and invite residents to bring in family photos and memorabilia. We scan the materials, which are returned to the donors along with a flash drive of digital copies. The digital copies are also included in our digital catalog, and shared with the Digital Public Library of America.
- Institutional Scanning (METRO): We bring our mobile digitization kit to METRO-member institutions across New York City and Westchester. We scan selected collections and make them available on METRO’s digital platform and the Digital Public Library of America.

So what’s in a kit?

This post focuses on our mobile digitization kits and what’s included. Below, we have compiled a comprehensive list of all items included in a Culture in Transit kit. Not all equipment features in each kit due to the nature of the kits. Each kit is made for a community event and at institutions.

We see this list almost as a first draft of equipment and thought important when embarking on a digitization project. We always check items as we use them, and we will talk more about what we use at all and additional purchases we’ve made to ensure the digitization needs.

The costs listed for these items represent the cost of purchase of all items for purchase (including on-demand purchases) and all items will be included in the cost of purchase of the digitization kit. We have also included the number of kits produced for the collection, for the purposes of future funding opportunities.

The costs include:

- Scanning Kit
- Scanners: Epson V500 and Epson V800. These scanners are the most appropriate for different institutions or projects. Future documentation will discuss the differences between these scanners in more detail.

Creative Commons Licenses: How They Work and Why We Use Them

This license lets others distribute, remix, tweak, and build upon this work even for commercial purposes, as long as they credit you for the original creation. This is the most accommodating of licenses offered. A user may choose their own terms instead of accepting this license.

The Licenses

- Attribution
  - CC BY
  - This license lets others remix, tweak, and build upon this work even for commercial purposes, as long as they credit you for the original creation.
  - Use common sense.

www.mnylc.org/cit