Developing a Statewide Digitization Program: Use of LibGuides

http://guides.ucf.edu/FDLP20140501

Federal Depository Library Conference
May 1, 2014
Rich Gause, Government Information Librarian
University of Central Florida



Alternatives for Website Creation

- Raw HTML / XML coding from scratch
- Adobe Dreamweaver or Microsoft Expression
- LibGuides
- Drupal
- LibData
- Library a la Carte
- SubjectsPlus

See also: Research Guide Technologies by Meredith Farkas (ACRL Instruction Section, Tips and Trends, Spring 2012)

Some features to look for in website software

- Very easy to use for infrequent web page creators
- Powerful / flexible enough to accommodate more advanced users
- Easy to reuse content within the site
- Easy to incorporate proxy / ezproxy in links
- Link checker
- Interface with library catalog, databases, and other library services
- Integrate Web 2.0 / social media features

What are some of the ways in which we can use LibGuides?

- Training provide step-by-step instructions
- Feedback gather input from trainees and users
- Collaboration shared development
- Marketing increase awareness by others of resources
- Reuse key feature of LibGuides

University of Florida Libraries

http://guides.uflib.ufl.edu/FLscanning

University of Florida

» Smathers Libraries | » Health Science Center Libraries | » Legal Information Center

UF Libraries » Guides @ UF » Selection, Scanning, and Submittal Guide - Florida Federal Depository Libraries Pilot Project

Admin Sign In

Selection, Scanning, and Submittal Guide - Florida Federal Depository Libraries Pilot Project

Last Updated: Oct 4, 2013 URL: http://guides.uflib.ufl.edu/FLscanning 🔠 💾 Print Guide 🔝 RSS Updates 🖂 Email Alerts

Selection Scanning: Getting Started Scanning: Scanner Settings Scanning Submittal: Your UFDC Account

Submittal: Starting a New Item Part 1 Submittal: Starting a New Item Part 2 Instruction Evaluation

Home

☐ Comments(0) ☐ Print Page

Search:

This Guide ✓ Search

Webinar 1 - Scanning Steps

Step 1) Select the documents for scanning

Step 2) Set up folder structure

Step 3) Open the Epson scanner program

Step 4) Set scanner settings

Step 5) Place item on scanner bed

Step 6) "Preview"

Home

Step 7) Select area to be scanned

Step 8) Check color using "Histogram"

Step 9) "Scan"

Step 10) Save your file to the appropriate folder.

Comments (0)

About the Project

The purpose of this pilot project is to 1) investigate the applicability of the distributed scanning model developed for the Digital Library of the Caribbean (dLOC) for use among the depository libraries of Florida and 2) determine the effectiveness of providing training in digitization using Adobe Connect. Rather than traveling to the 41 libraries around the state, the team developed an online training program on digitizing documents and using Sobek to upload them to the University of Florida Digital Collection (UFDC). This program will be delivered live to three test libraries, and recorded for reference purposes and future use if evaluations are positive.

Participating libraries will be asked to use the training to scan a set number of pieces from their government documents collection, and use the self-submittal tool to deliver them to UFDC. Scanners, webcams, and headphone sets will be provided to the test libraries to allow for uniform training conditions and optimum communication.

Funded by the University of Florida Libraries 2012-2013 Minigrant "AN EDUCATION IN DISTANCE TRAINING: A PILOT PROJECT FOR DEVELOPING A DISTRIBUTED SCANNING MODEL FOR GOVERNMENT DOCUMENTS IN FLORIDA BASED ON THE DLOC MODEL"

Contact the Instructors

Chelsea Dinsmore

Email: chelseaz@ufl.edu Phone: (352) 273-0369

Carol McAuliffe

Email: carolmc@uflib.ufl.edu Phone: (352) 273-2825

Comments (0)

Webinar Powerpoint Presentations



Comments (0)

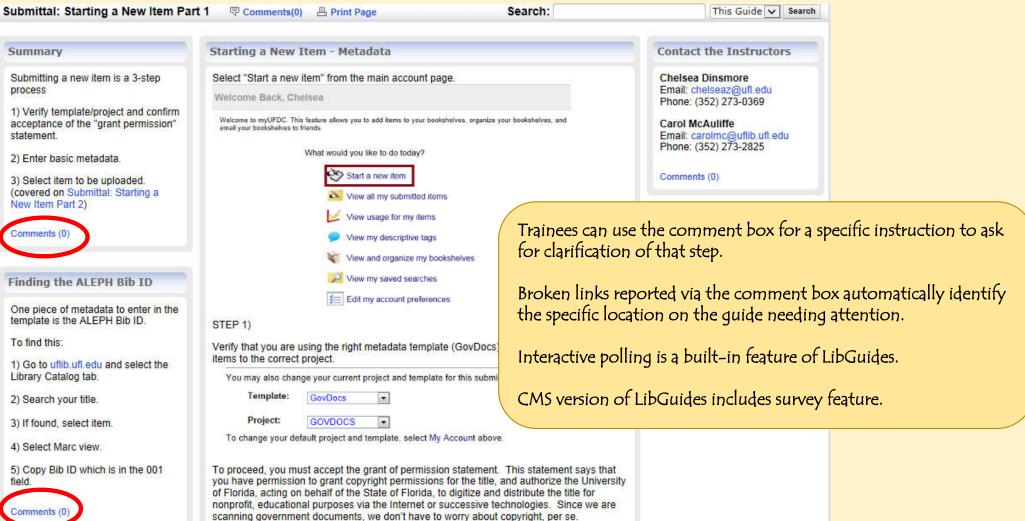
LibGuide for Pilot Project Training

- LibGuide provided asynchronous access for trainees to:
 - Recordings of webinars conducted in Adobe Connect
 - Webinar PowerPoint presentations
 - Step-by-step instructions
- Web-based archive of instructions no special software needed to review the steps on the LibGuide
- Easy to add steps and rearrange for clarity

Other LibGuides Features for Training

- Private guides provide links from the main published guide to specific pieces of training published on private guides so that the public display doesn't become cluttered
- Hidden pages during training hide pages on the guide until ready to show the next steps, e.g., (1) instructions for hands-on exercise, (2) form for student responses, (3) results from student responses, (4) example of correct results
- Previous and Next buttons (coming in LibGuides version 2)

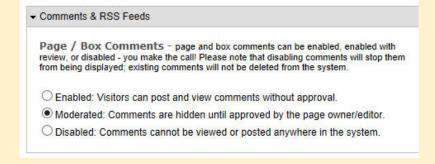
Feedback Using LibGuides



Collaboration / Feedback

Collaborators can use the "comments" feature in each LibGuides box

to discuss possible changes.



Recommendation: "moderated" setting to avoid spam postings

Users can provide feedback using the same comments boxes. A comment generates an email to the owner of the guide with a link to the specific box referenced by the comment.

Potential Collaboration

- Point to LibGuides at other depository sites
- Copy LibGuides from other depository sites
- Suggestions & comments for development at other depositories
- Shared development of site using external editors feature

Depositories with LibGuides Accounts Colleges & Universities

- Florida A&M University
- Florida Atlantic University
- Florida Institute of Technology
- Florida International University
- Florida State University
- Florida State University Law
- Hodges University
- Indian River State College
- Jacksonville University
- Lake-Sumter State College
- New College of Florida

- Nova Southeastern University Law
- Stetson University
- Stetson University Law
- University of Central Florida
- University of Florida
- University of Florida Law
- University of Miami
- University of North Florida
- University of South Florida
- University of the Virgin Islands
- University of West Florida

Depositories without LibGuides Accounts

Colleges & Universities

- Pontifical Catholic University of Puerto Rico
- Pontifical Catholic University of Puerto Rico Law
- University of Puerto Rico (Mayaguez)
- University of Puerto Rico (San Juan)
- University of Puerto Rico Law
- University of Tampa

Other Types of Libraries

- Florida Supreme Court
- State Library of Florida

Public Libraries

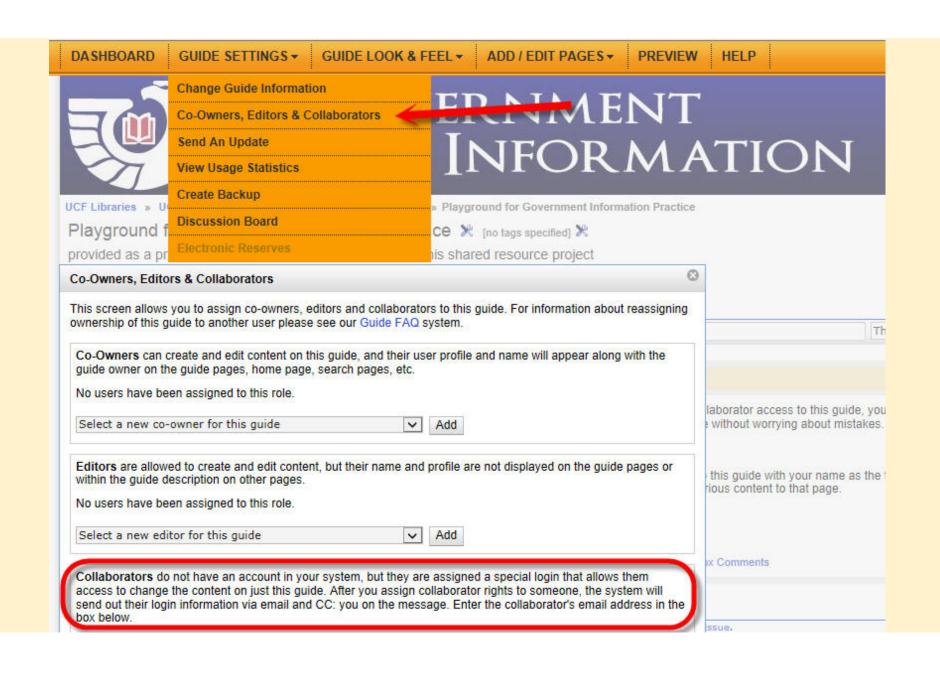
- Broward County
- Clearwater
- Jacksonville
- Manatee County
- Miami-Dade
- Saint Petersburg
- Selby (Sarasota)
- Tampa-Hillsborough
- Virgin Islands
- Volusia County

Point to LibGuides at other depository sites or Copy LibGuides from other depository sites

- Florida Atlantic University
- Florida Institute of Technology
- Florida International University
- Florida State University
- New College of Florida
- Stetson University
- University of Central Florida
- University of Florida

Potential Collaboration Roles for Other Depositories

- Joint development projects suggestions, comments & updates for development of guides at depositories with LibGuides
- Shared development of joint LibGuides site using external editors feature – editing rights can be limited to a specific guide and can be granted to anyone





GOVERNMENT INFORMATION



UCF Libraries » UCF Research Guides » Government Information

Government Information

http://guides.ucf.edu/gov

Admin Sign In

rowse All Guides	Search:	This Group	~	Search

Guides Show: Popular | Recent | All The most popular guides Depository Libraries in Florida & the Caribbean by Admin Government Information - Last Updated Jan 9, 2014 40 views this year 2. Kids Resources from Government by Admin Government Information - Last Updated Feb 10, 2014 24 views this year 3. U.S. Congressional Serial Set & American State Papers by Admin Government Information - Last Updated Jan 9, 2014 21 views this year 4. ASERL Centers of Excellence by Admin Government Information - Last Updated Feb 6, 2014 15 views this year 5. Other Guides Available from Depository Libraries

Receive Email Updates

Receive email alerts whenever guides of interest to you are published.

Register for Email Alerts



GOVERNMENT INFORMATION



UCF Libraries » UCF Research Guides » Government Information » U.S. Congressional Serial Set & American State Papers

Admin Sign In

U.S. Congressional Serial Set & American State Papers

American State Papers

Examples

Home

☐ Comments(0) ☐ Print Page

Search: This Guide
☐ Search

U.S. Congressional Serial Set (American Memory, Library of Congress)

- U.S. Congressional Serial Set (American Memory, Library of Congress)
- selective full-text, 1833-1917

Finding Aids

- Browse or search individual volumes
- Browse Featured Maps

Comments (0)

Home

Other Sources for the Serial Set

- Congressional Documents (FDsys) (1995+)
- · Congressional Reports (FDsys) (1995+)
- U.S. Congressional Serial Set Inventory (University of North Texas)

"aims to be a complete inventory of serial set holdings in U.S. libraries, from volume 1 through volume 12879-1. Libraries are encouraged to add their serial set inventories to the site. Researchers will be able to search and browse the inventories by serial set volume, by library, or by session of Congress."

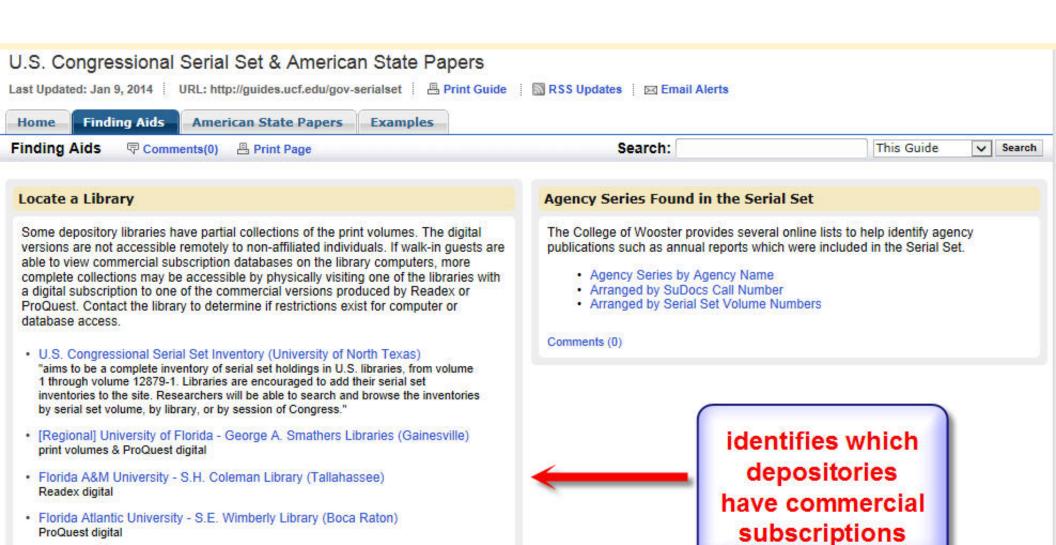
Comments (0)

What is the Serial Set?

The Serial Set contains the Documents and Reports from Congress, but that brief description fails to capture the richness of the content. Many publications from federal agencies on a wide range of topics were also published as Congressional documents. For example:

- · Maya hieroglyphs
- · war brides
- · history of whaling
- · dating the Dead Sea Scrolls
- · plant diseases
- · coelacanth fishes
- · history of psychological examining
- · consular reports, trade statistics, diplomatic correspondence
- · annual reports of the Boy Scouts & Girl Scouts
- . Commodore Perry's Expedition to the China Seas & Japan, 1852-1855
- · Capt. John Gunnison's 1853 expedition to explore a route for a transcontinental railroad
- The Children of Immigrants in Schools (1910)
- · Evolution of Credit & Banks in France (1910)
- Atlas to Accompany the Official Records of the Union and Confederate Armies
- Puerto Rican Hurricane Relief Commission reports (1928-1935)
- soil surveys and soil maps for Florida counties, 1903-1921
- Minerals Yearbook (1932-1968)
- · annual reports of the public health service (1913-1952)
- . U.S. Congressional Serial Set: What It Is and Its History (GPO)
- · Library Resources for Administrative History: Congressional Serial Set (National Archives)
- Overview of the U.S. Congressional Serial Set and Schedule of Volumes, 1970 to Current (Law Librarians' Society of Washington, D.C.)

Comments (0)



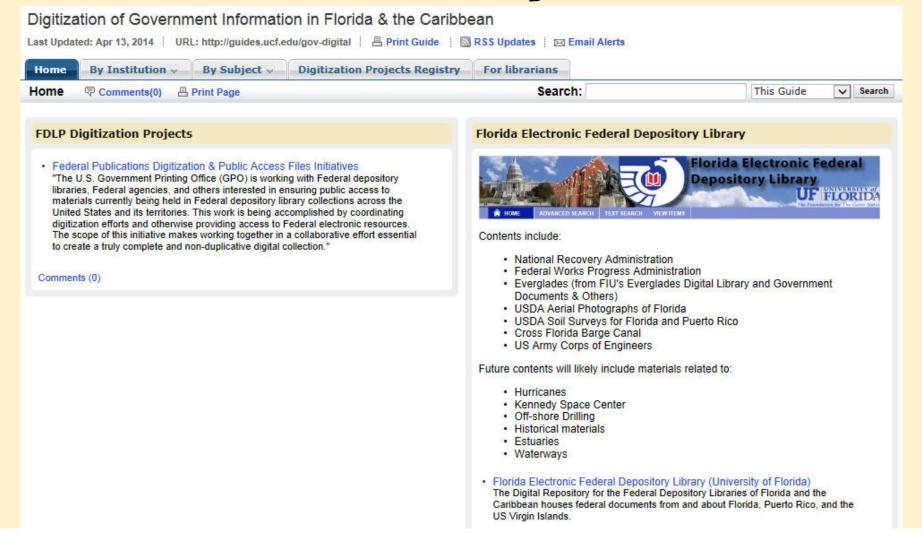
Florida International University - Stephen & Dorthea Green Library (Miami)

Florida State University - Robert Manning Strozier Library (Tallahassee)

Readex digital

ProQuest & Readex digital

Marketing



Reuse

One of the key features of LibGuides is that it makes it very easy to reuse content in various ways.

You can copy guides from other institutions and then edit for local customization.

You can reuse the content from local guides to reorganize and repurpose it.

You can reuse an entire guide or a single page.

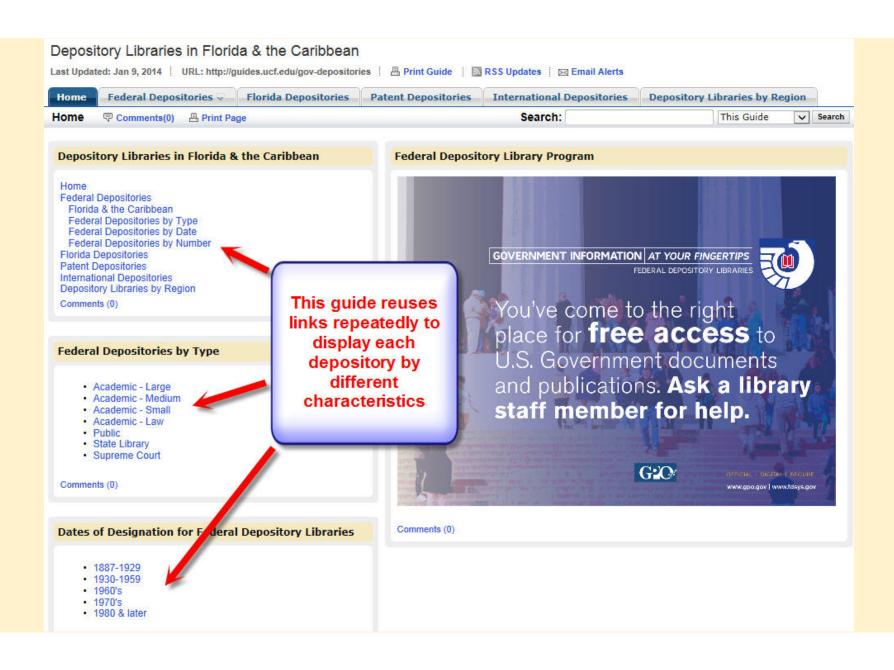
You can reuse a single box or a single link.

The Directory guide has a core list showing a link for each depository library with descriptions of various characteristics. The guide then reuses those links to create additional lists by the characteristics, e.g., type of library, date of designation, depository number.

Federal Depository Libraries in Florida & the Caribbean



- [Regional] University of Florida George A. Smathers Libraries (Gainesville) Federal Depository #103, designated 1907 State Depository, designated 1968 European Union Depository OCLC Symbol: FUG
- Broward County Main Library (Fort Lauderdale) Federal Depository #107D, designated 1967 State Depository, designated 1968 Patent & Trademark Resource Center OCLC Symbol: FBR



Academic Libraries - Law - Depository Libraries in Florida & the Caribbean

- Florida State University Law Library (Tallahassee)
 Federal Depository #111B, designated 1978
 OCLC Symbol: FSL
- Nova Southeastern University Law Library (Fort Lauderdale)
 Federal Depository #111, designated 1967
 United Nations Depository DL-303, designated 1977
 OCLC Symbol: FWR
- Pontifical Catholic University of Puerto Rico Biblioteca de Derecho Mons. Fremiot Torres Oliver (Ponce, PR)
 Federal Depository #549A, designated 1978
 United Nations Depository DL-312, designated 1978
 OCLC Symbol: SOLIPUE
- Stetson University Dolly & Homer Hand Law Library (Gulfport)
 Federal Depository #102C, designated 1975
 OCLC Symbol: FPS
- University of Florida Legal Information Center (Gainesville)
 Federal Depository #110B, designated 1978
 OCLC Symbol: FUB
- University of Puerto Rico Law School Library (San Juan)
 Federal Depository #550B, designated 1991

Southwest Florida - Depository Libraries

Counties - Charlotte, Collier, DeSoto, Glades, Hendry, Lee, Monroe

- Hodges University Information Resource Center (Naples)
 Federal Depository #103C, designated 2003
 OCLC Symbol: F08
- Lee County Library System (Fort Myers)
 State Depository, designated 1991
 OCLC Symbol: FFL

The listing for a specific depository only has to be updated on the core list and it will automatically update on each of the other lists.

Federal Depository Libraries in Florida & the Caribbean designated before 1930

 Stetson University - duPont-Ball Library (DeLand) Federal Depository #105, designated 1887 State Depository, designated 1968 OCLC Symbol: FDS

[Regional] University of Florida - George A. Smathers Libraries (Gainesville)
Federal Depository #103, designated 1907
State Depository, designated 1968
European Union Depository
OCLC Symbol: FUG

Jacksonville Public Library (Jacksonville)
 Federal Depository #106, designated 1914

State Depository, designated 1968 OCLC Symbol: JPL

- University of Puerto Rico Mayagüez Campus Library (Mayagüez, PR)
 Federal Depository #550, designated 1928
 OCLC Symbol: PMU
- University of Puerto Rico Rio Piedras Campus Jose M. Lazaro Library (San Juan, PR)

Federal Depository #549, designated 1928 United Nations Depository DL-123, designated 1951 OCLC Symbol: PBR

 State Library of Florida (Tallahassee) Federal Depository #102, designated 1929 State Depository, designated 1968 OCLC Symbol: FBA