

Session I: Introduction to Preparing Digital Collections

We welcome you to share your observations, questions, and resources mentioned in this session here. These will be available for you to reuse after the workshop.

Notes

Google Drive Folder for today's resources (contains today's agenda, worksheets, templates, demo objects and metadata, community notes, and slides):

<https://drive.google.com/drive/folders/1NH0Z6Y9ISUOdc2HqHEK0Z6Y7I9BGcmTF?usp=sharing>

CollectionBuilder Code of Conduct:

https://github.com/CollectionBuilder/collectionbuilder.github.io/blob/main/CODE_OF_CONDUCT.md

Recordings and resources will be posted to <https://deepsouthdh.github.io/resources>

Breakout Group Conversations

- What are the ways to keep up with everything on the front end?
 - Permissions
 - Organizing objects
 - Organizing information about those objects
- Securing rights to post publicly digitizing things and keep people from reusing/profitting from these items
- Roles for teams
- Project management in the middle of an ongoing project - how do you pick up from where someone else left off?
- Idea of watermarking items when they're first posted/shared as a security measure? Prevents items from being used properly by anyone