Annotation for: Vietnam-Information Booklet Contact: Don Brower (<a href="mailto:dbrower@nd.edu">dbrower@nd.edu</a>)

## Annotation Project: Vietnam-Information Booklets

Contact: Don Brower (<a href="mailto:dbrower@nd.edu">dbrower@nd.edu</a>)
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The Vietnam-Information booklets are a series of publications for the international community made by the Democratic Republic of Vietnam in the 1950s. These rare booklets are in English—each is around 10 pages long and the Institute of East Asian Studies at ENS-Lyon (IAO) has the only known complete set. We will be annotating approximately 180 issues from this corpus.

The goal of this project, which is a collaboration with IAO, is to capture the following information from each title page:

- The masthead
- The table of contents, along with a transcription of it

With this project we are extending our annotation infrastructure to support cross-institution research activities and if you participated in the Epistemological Letters project, you will need to get a new account. This single sign-in account provides access to the rest of the annotation projects this semester. (The ability to handle images and people from many different institutions is surprisingly novel, and is a strength of this platform.)

## Preparation

- A) You will need a web browser and an internet connection.
- B) You will need an <u>ORCID</u> identifier. If you don't have one, follow that link and get one now. They are free to get. Your ORCID is used for access control to the scans and to credit your annotation contributions.
- C) You will need a *hasdai* account. (This is different from the account used for the Epistemological letters since we are trying something new to improve the annotation workflow). Go to <a href="https://auth.hasdai.org">https://auth.hasdai.org</a> and click 'log in with ORCID'. This will take you to ORCID and ask you to sign in and confirm that you want a *hasdai* account; then it will ask you to register a Notre Dame email. Check your inbox because it will send you an email which you need to confirm before proceeding, then back at auth.hasdai.org you'll have access to the annotation tasks. Once set up, this single sign-in also enables the workflow

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to automatically give you the next available issue to annotate, and frees us from the separate spreadsheet we used to allocate tasks for the Epistemological Letters project.

## Instructions

- 1. Visit <a href="https://auth.hasdai.org">https://auth.hasdai.org</a>
- 2. Choose "Work on the Vietnam-Information task" (If you are not logged in, log in. See step C in *Preparation* above).
- 3. If you see a blank page with a "login with hasdai", click that button.



And then choose "Authorize Application"



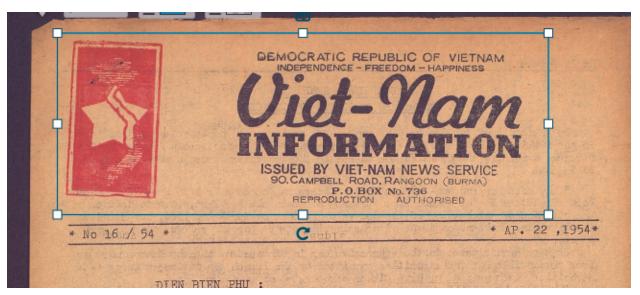
4. You should now see a viewer similar to the following. The system will give you an issue that hasn't been annotated yet.



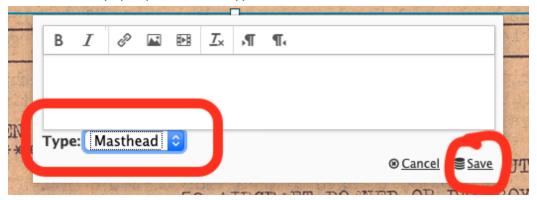
5. Choose the annotation menu and then the box annotate tool:



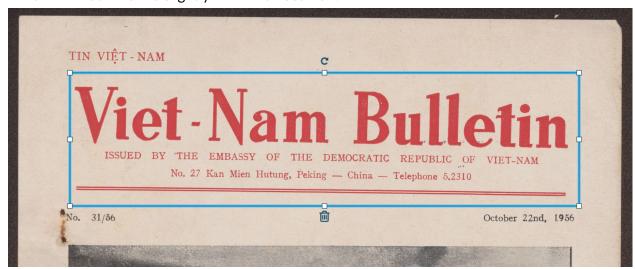
6. Draw a box around the masthead. Include both the star picture as well as the title and address, as in the following image



In the box that pops up choose the type "Masthead", and then choose "Save".

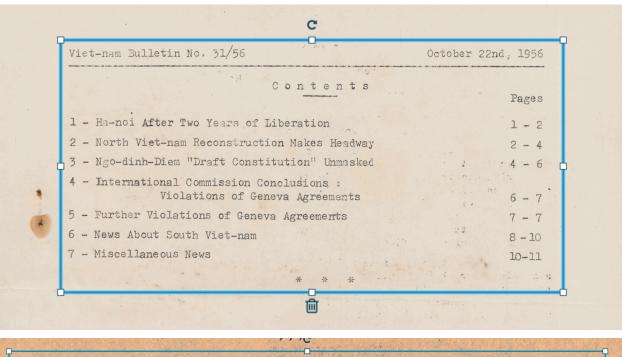


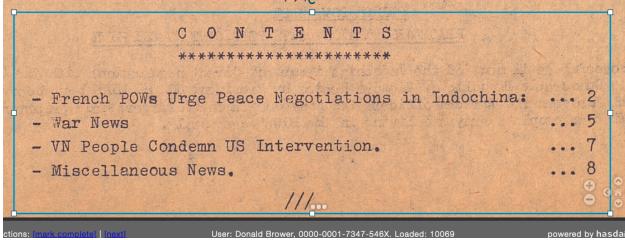
The second batch have a slightly different masthead:



7. Draw a box around the complete table of contents. If you can't find a table of contents on the first few pages, skip to step 9. If you can include the issue number and date, please do

SO.





In the box that pops-up choose the type "Contents". You now need to transcribe the table of contents into the box. You can move the pop-up to get a better view of the image. Transcribe following these guidelines:

- a. Ignore the words "Contents", and "pages".
- b. Put each article title and page number its own line in the box.
- c. Copy each title exactly as written, even with misspellings and typos. For example, in the picture below the colon is included.

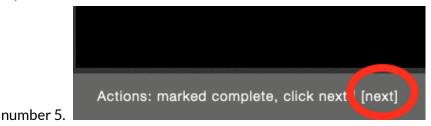
d. Put the page numbers in bold text.



- e. Don't worry about keeping the same alignment or other formatting. Article title and (in bold) the page number(s) is good enough.
- 8. When you are done, choose "Save".
- 9. Make sure you click on "mark complete" in the lower corner of the window. This will mark this issue as finished. Don't click on "next" until you are ready or your work will be lost!



10. If you have time to do another, click on "next" to move to the next item, and go back to step



You can see and edit the annotations you have made by clicking on the "show" link in the bottom left of the viewer window.