

California Local History Digital Resources Program

PROJECT EVALUATION: First Quarter

2010-2011

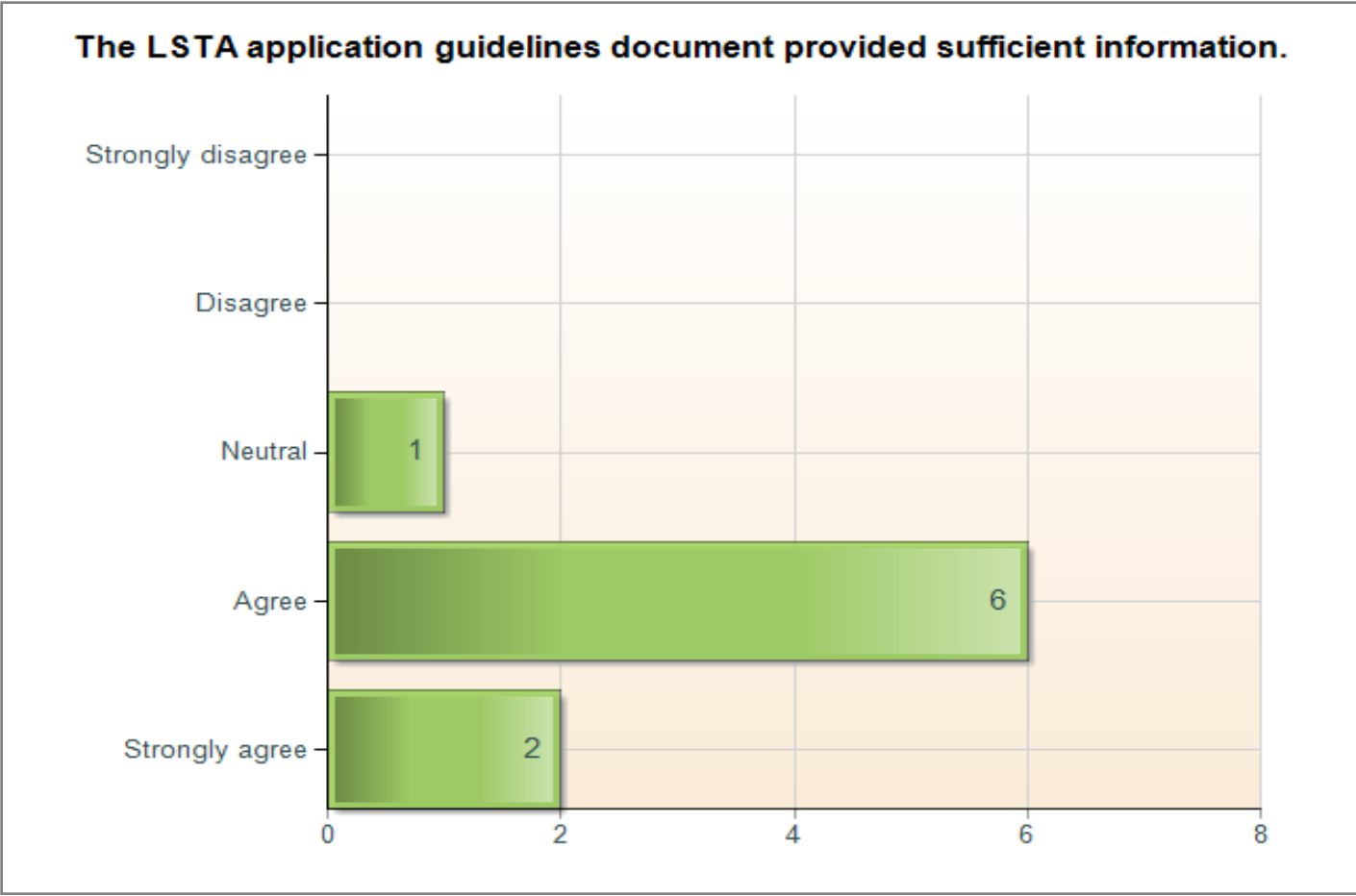
Prepared by the Califa Group
December 2010

A project supported by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian

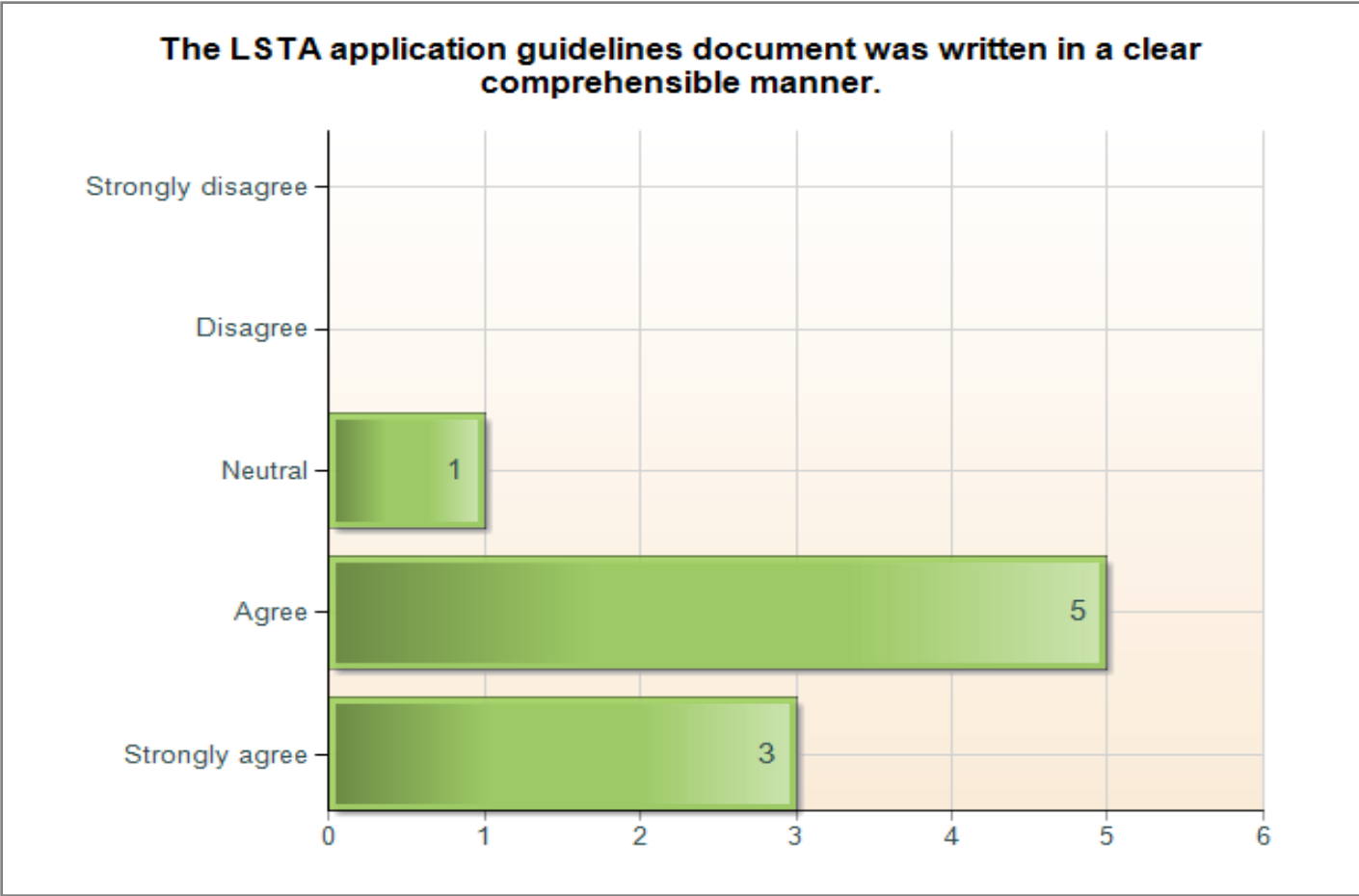
Executive Summary

This report contains a detailed statistical analysis of the results to the survey titled *LHDRP 2010-2011: Project Evaluation Survey (First Quarter)* . *The results analysis includes answers from all respondents* who took the survey in the 30 day period from Wednesday, November 17, 2010 to Friday, December 17, 2010. 9 completed responses were received to the survey during this time.

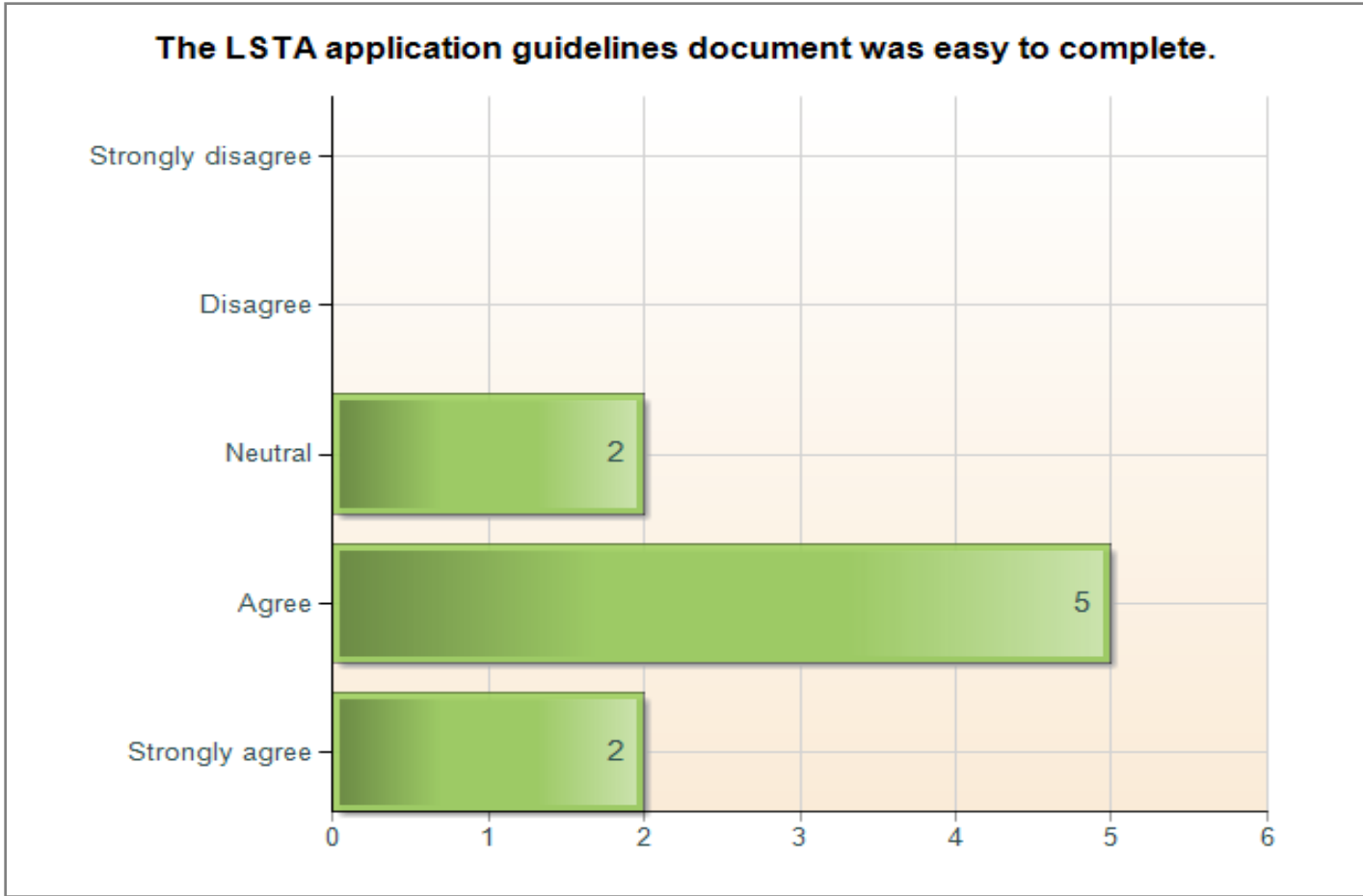
1.) The LSTA application guidelines document provided sufficient information.



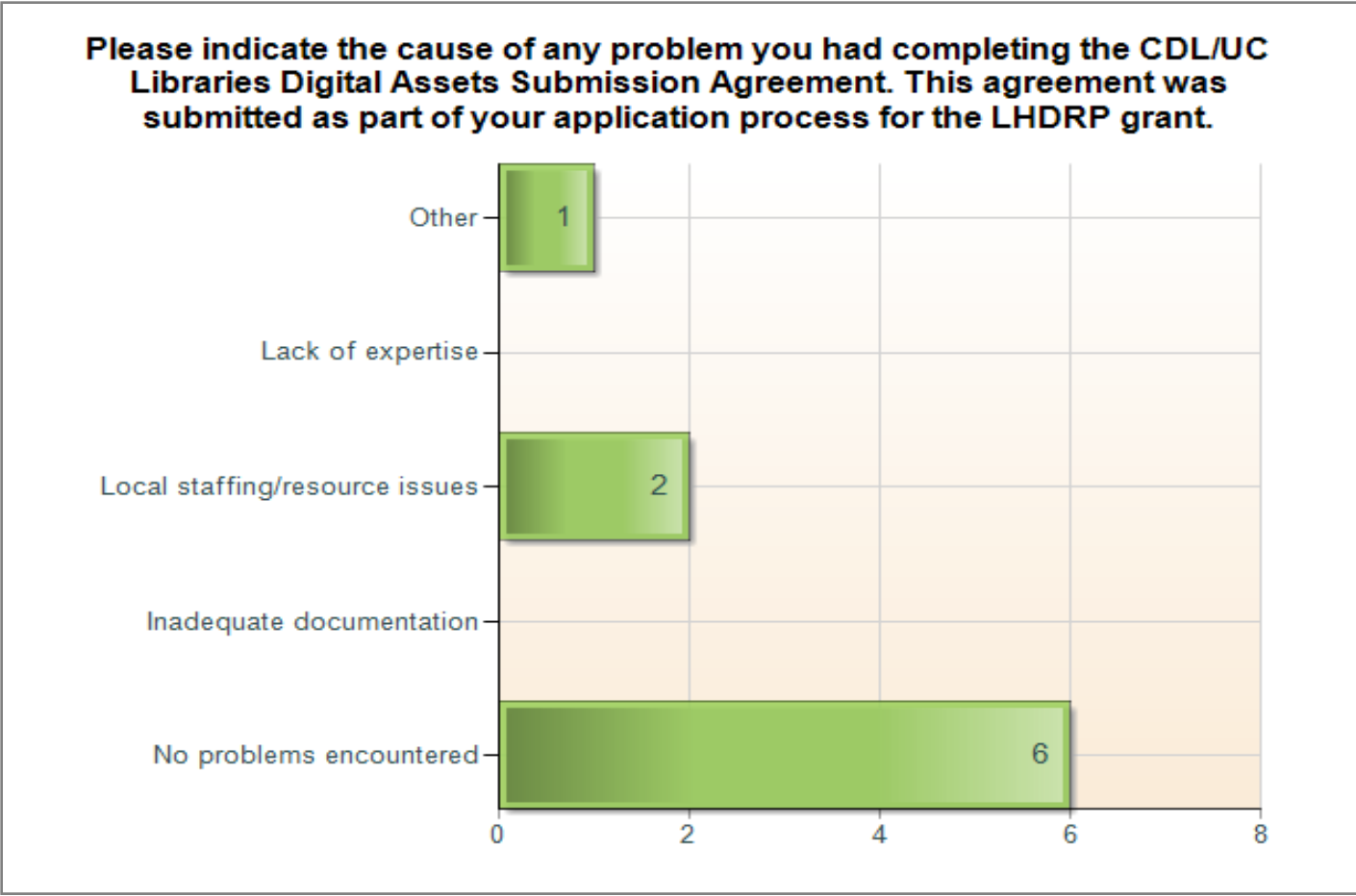
2.)The LSTA application guidelines document was written in a clear comprehensible manner.



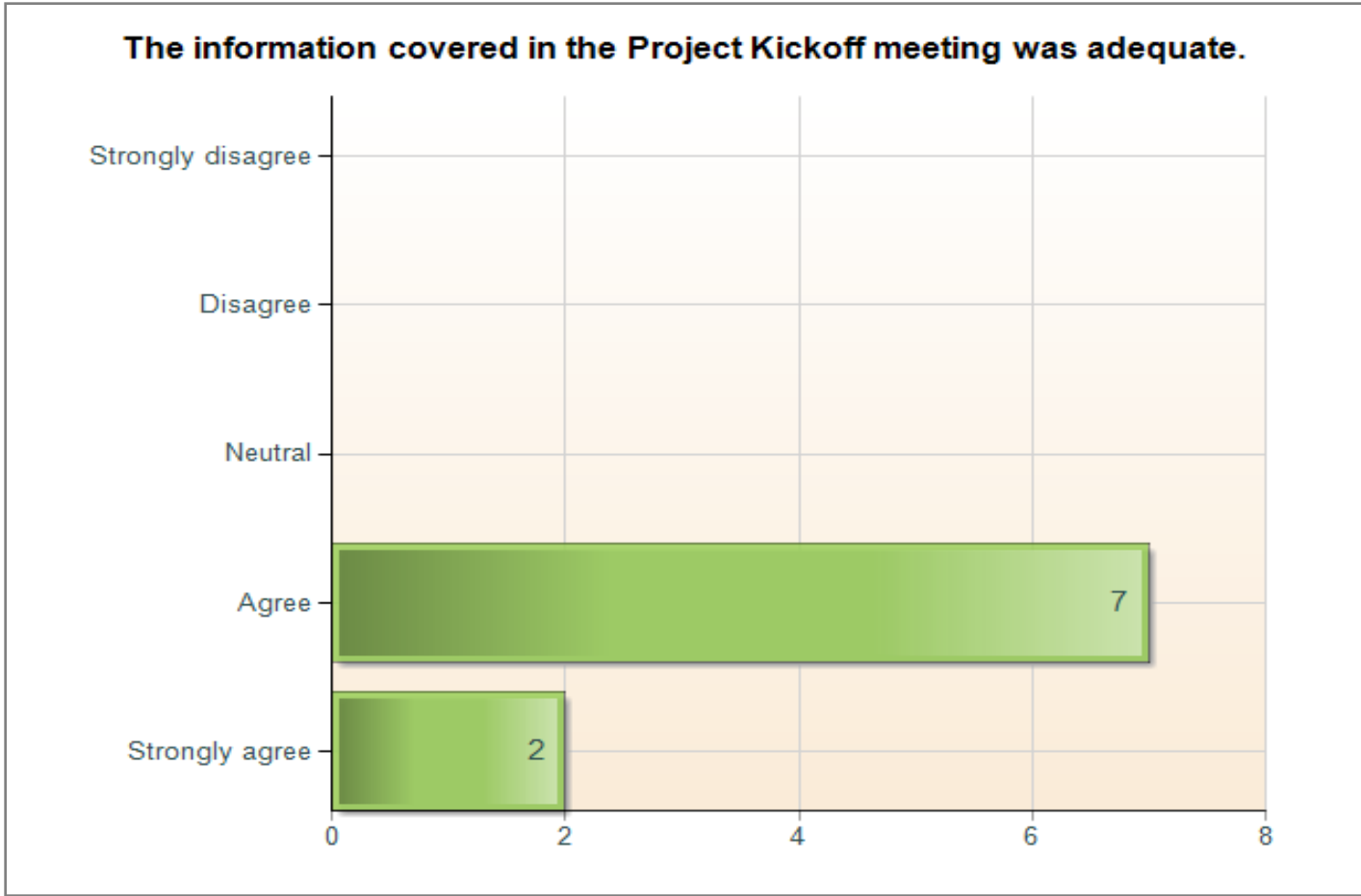
3.) *The LSTA application guidelines document was easy to complete.*



4.) Please indicate the cause of any problem you had completing the CDL/UC Libraries Digital Assets Submission Agreement. This agreement was submitted as part of your application process for the LHDRP grant.



5.) The information covered in the Project Kickoff meeting was adequate.

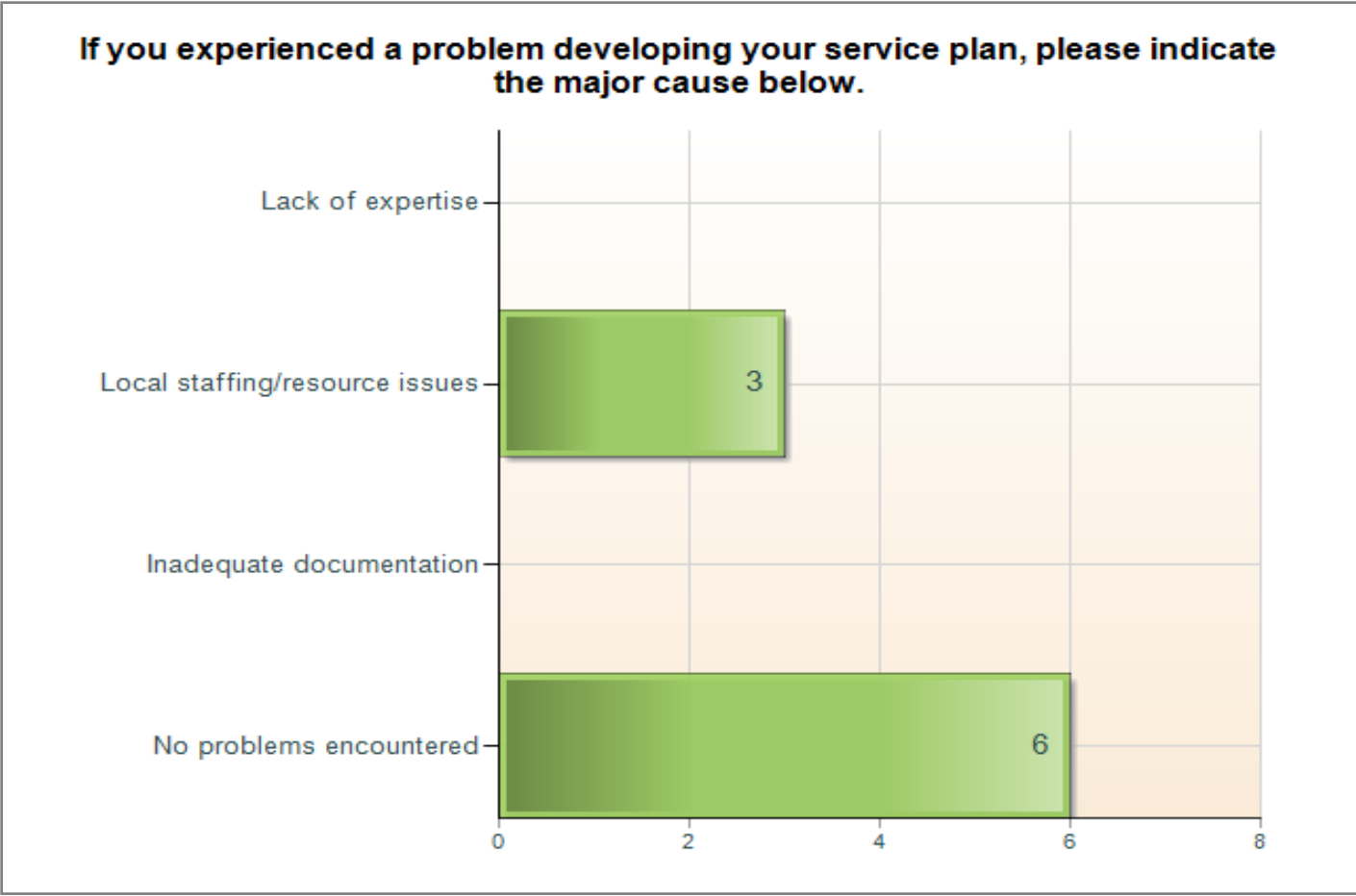


6.) If there were a particular topic or issue that you would have liked to have covered during the Kickoff meeting what would it be? (Leave this field blank if no comment)

RESPONSES:

1.) A little more on what ContentDM is, what it does and what competitive products there are.

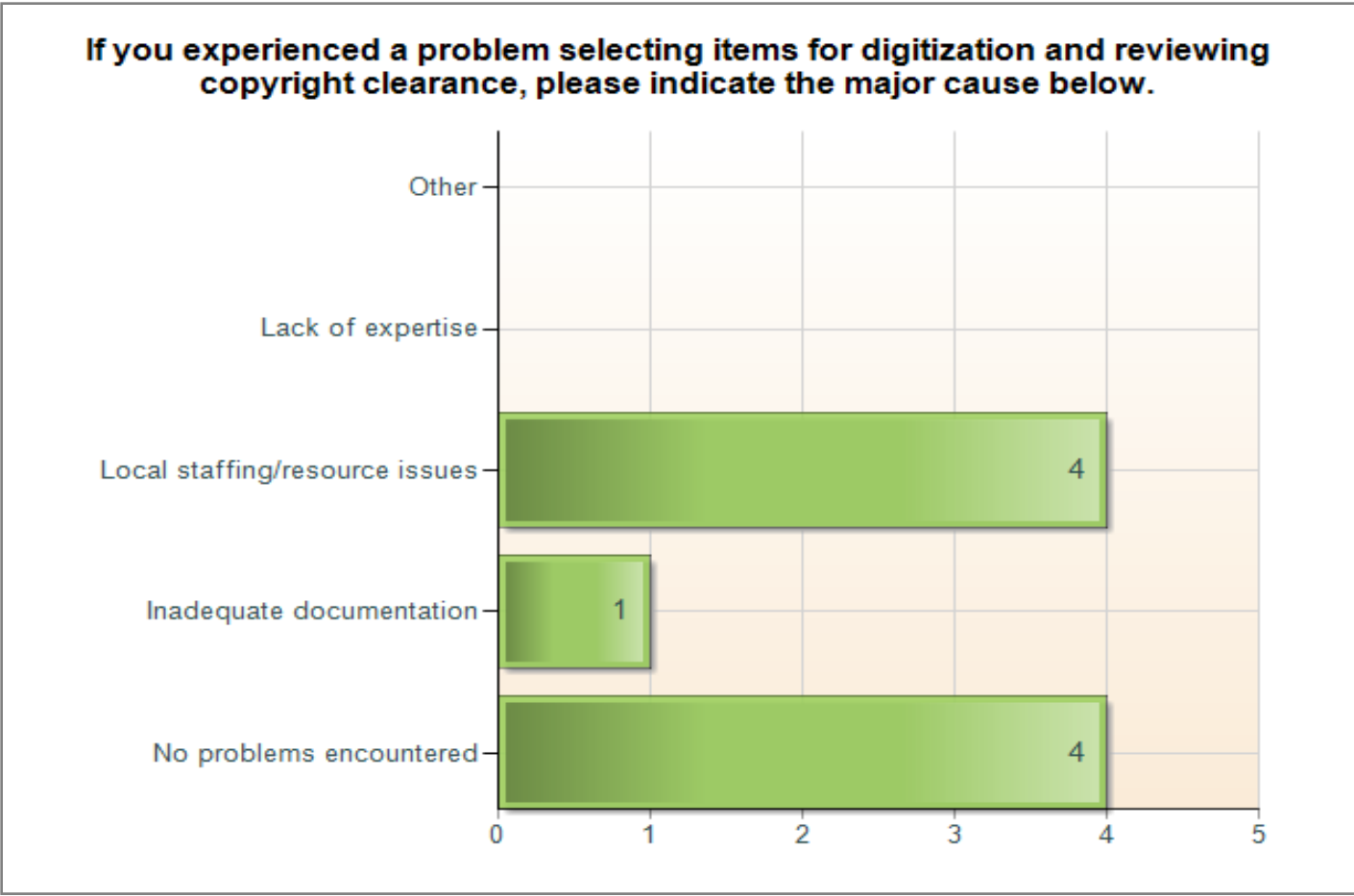
7.) If you experienced a problem developing your service plan, please indicate the major cause below.



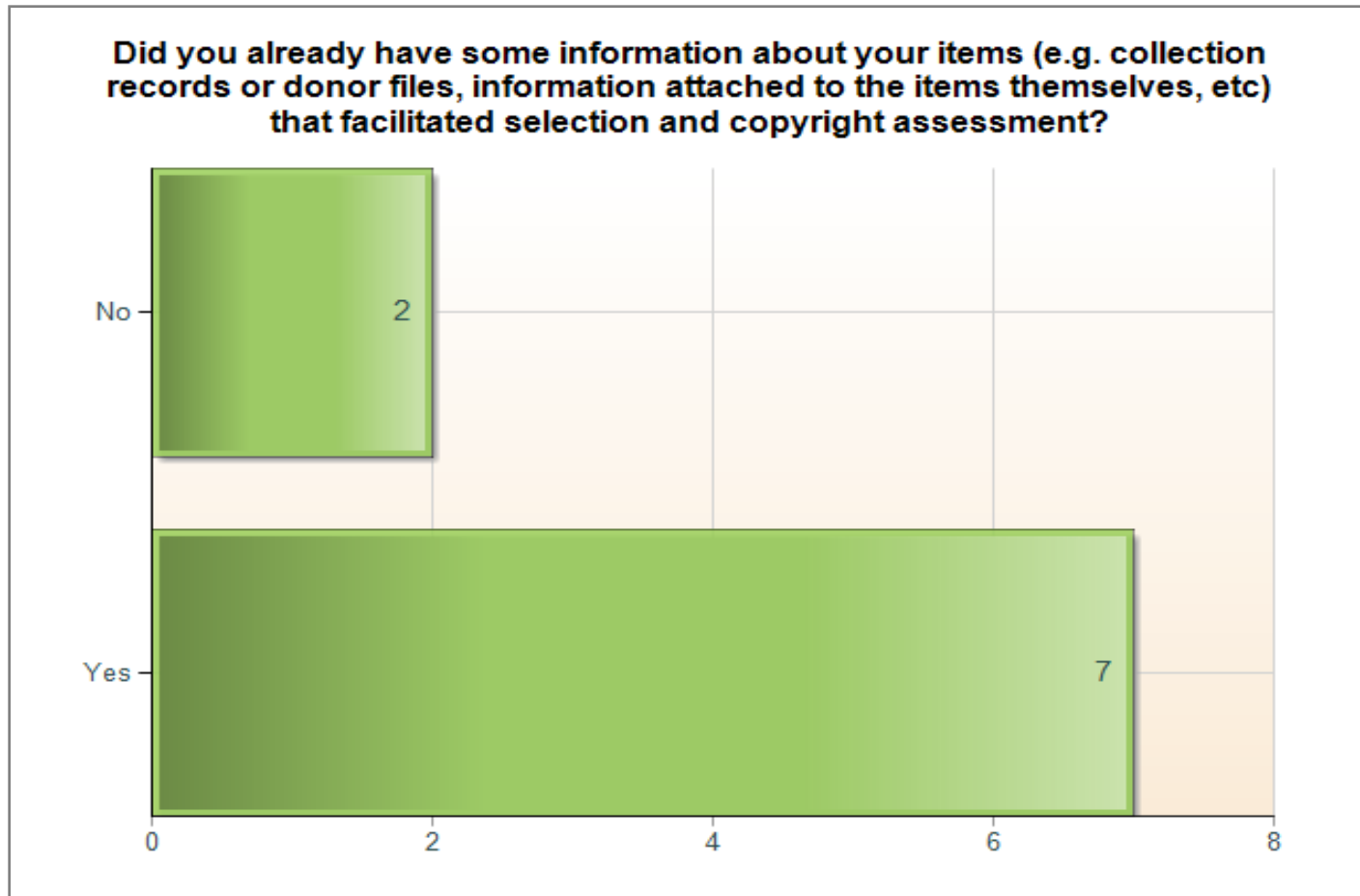
8.) Which activities did you incorporate into your service plan?



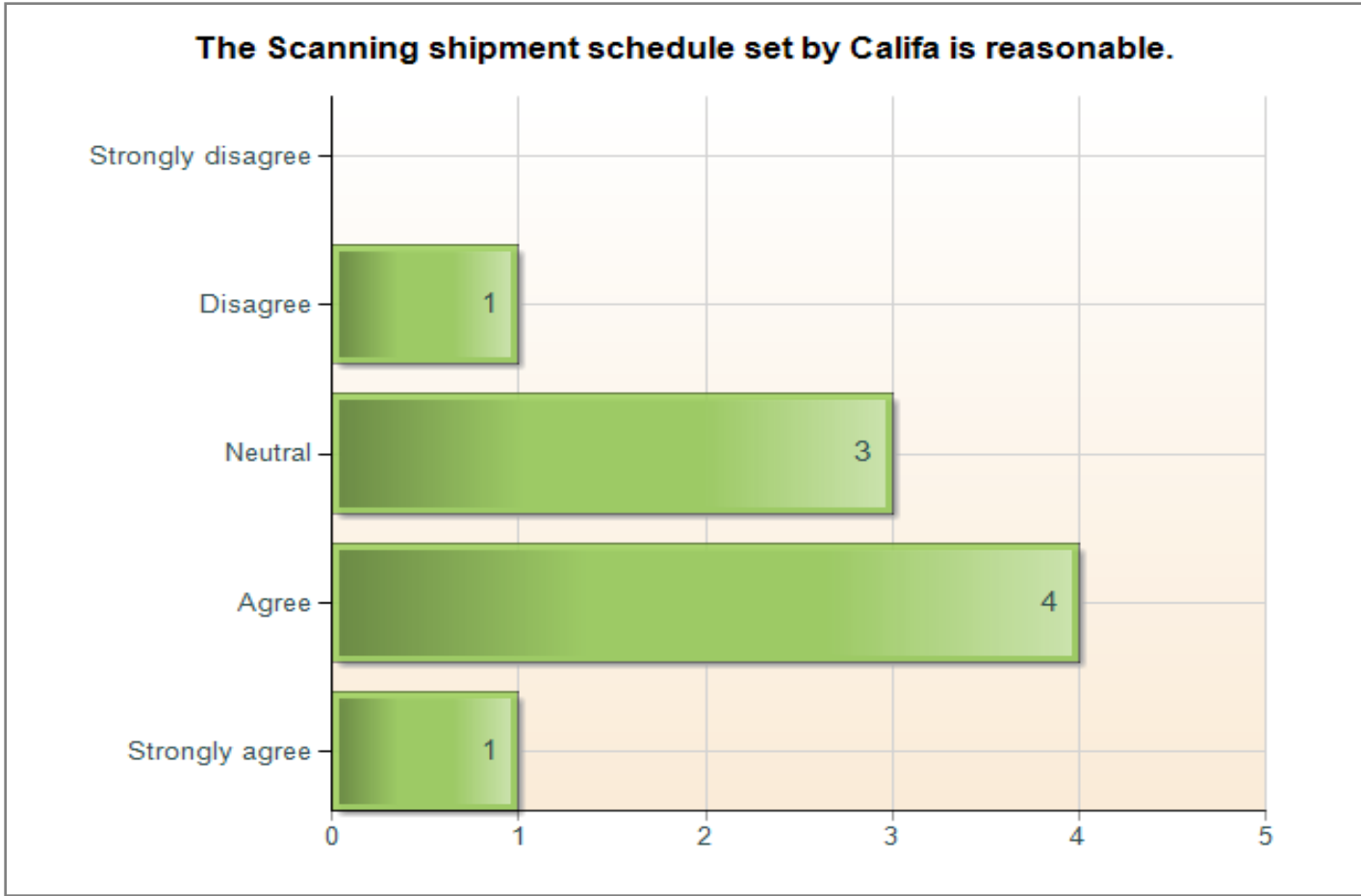
9.) If you experienced a problem selecting items for digitization and reviewing copyright clearance, please indicate the major cause below.



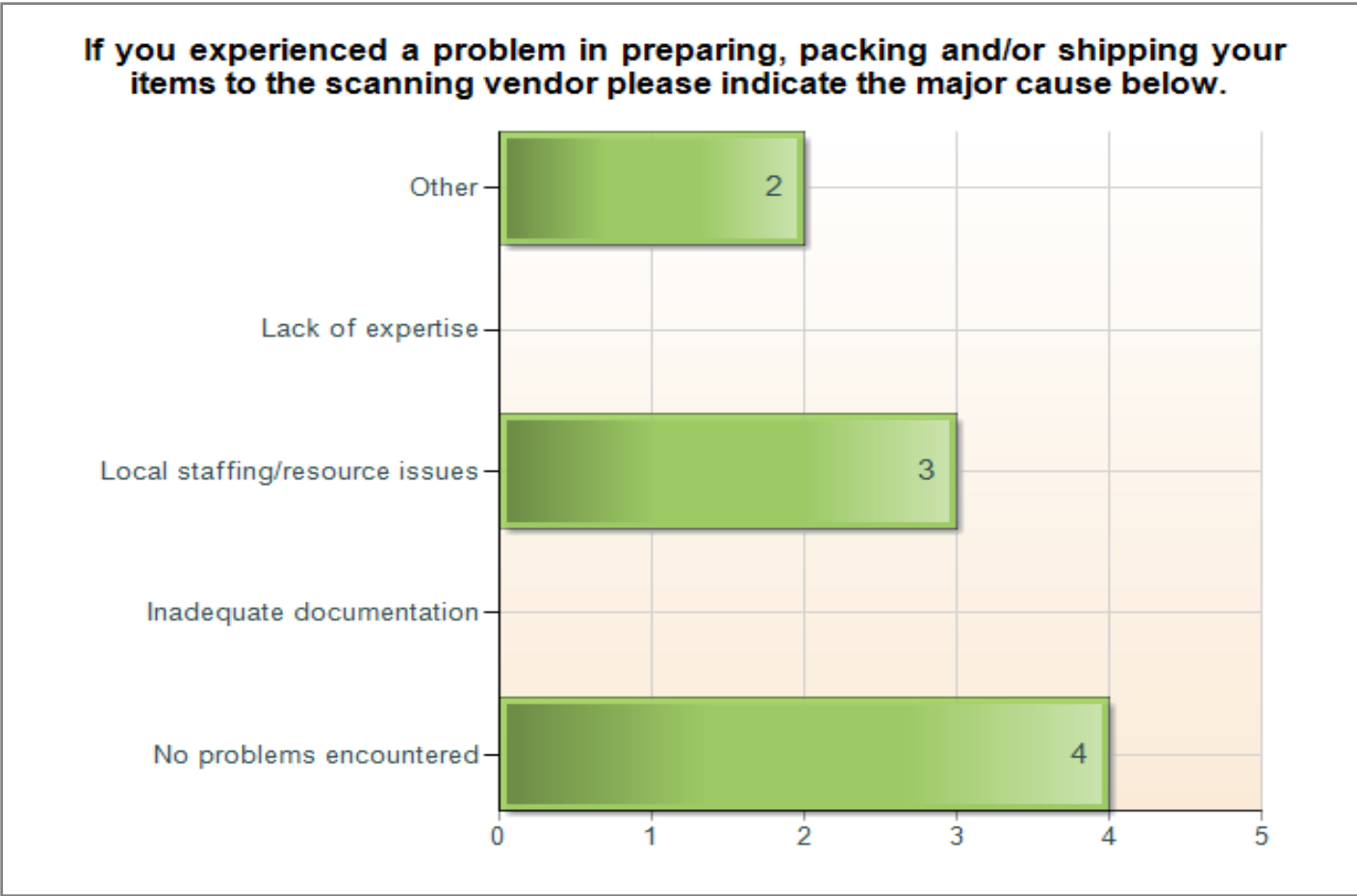
10.) Did you already have some information about your items (e.g. collection records or donor files, information attached to the items themselves, etc) that facilitated selection and copyright assessment?



11.) The Scanning shipment schedule set by Califa is reasonable.



12.) If you experienced a problem in preparing, packing and/or shipping your items to the scanning vendor please indicate the major cause below.

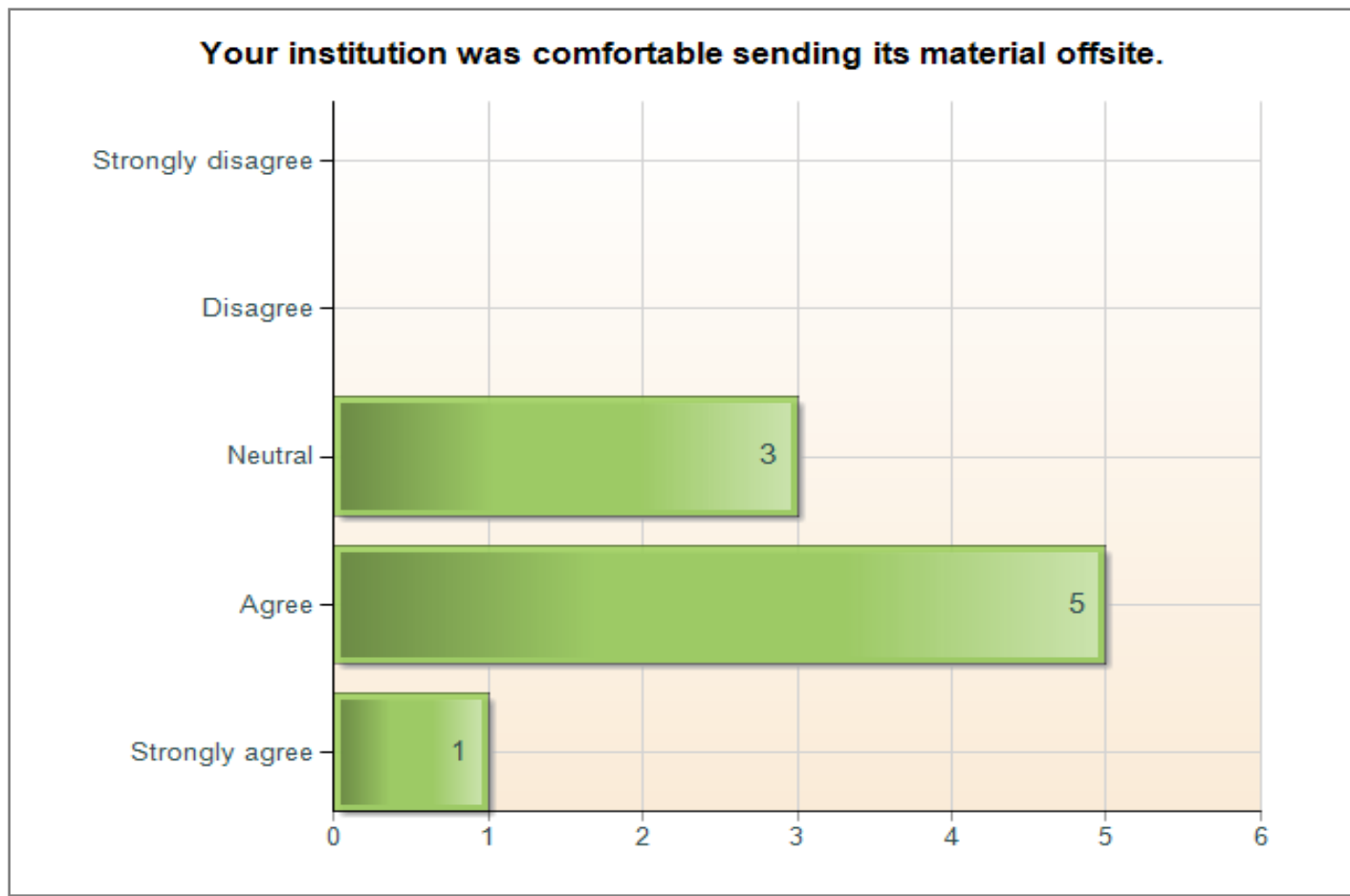


13.) Please describe any problem you had in preparing, packing and shipping your items.

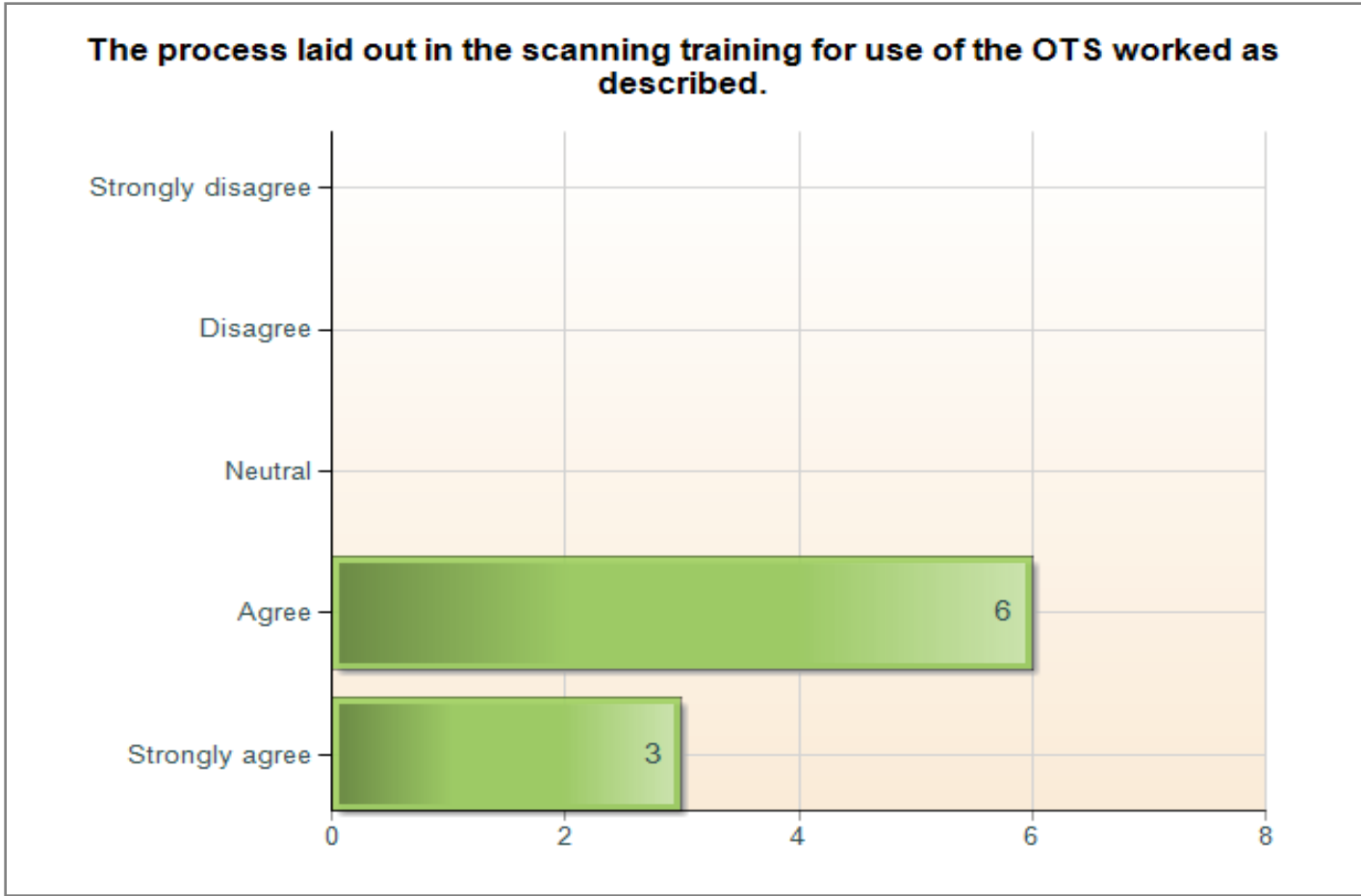
RESPONSES:

- 1.) The UPS satellite office didn't want to accept a third party mailing. We had to go directly to the main UPS facility to mail Batch #1.
- 2.) Keeping the different sizes together without crushing.
- 3.) The specific UPS store did not accept third party shipping labels. Needed to go to their "hub" location.

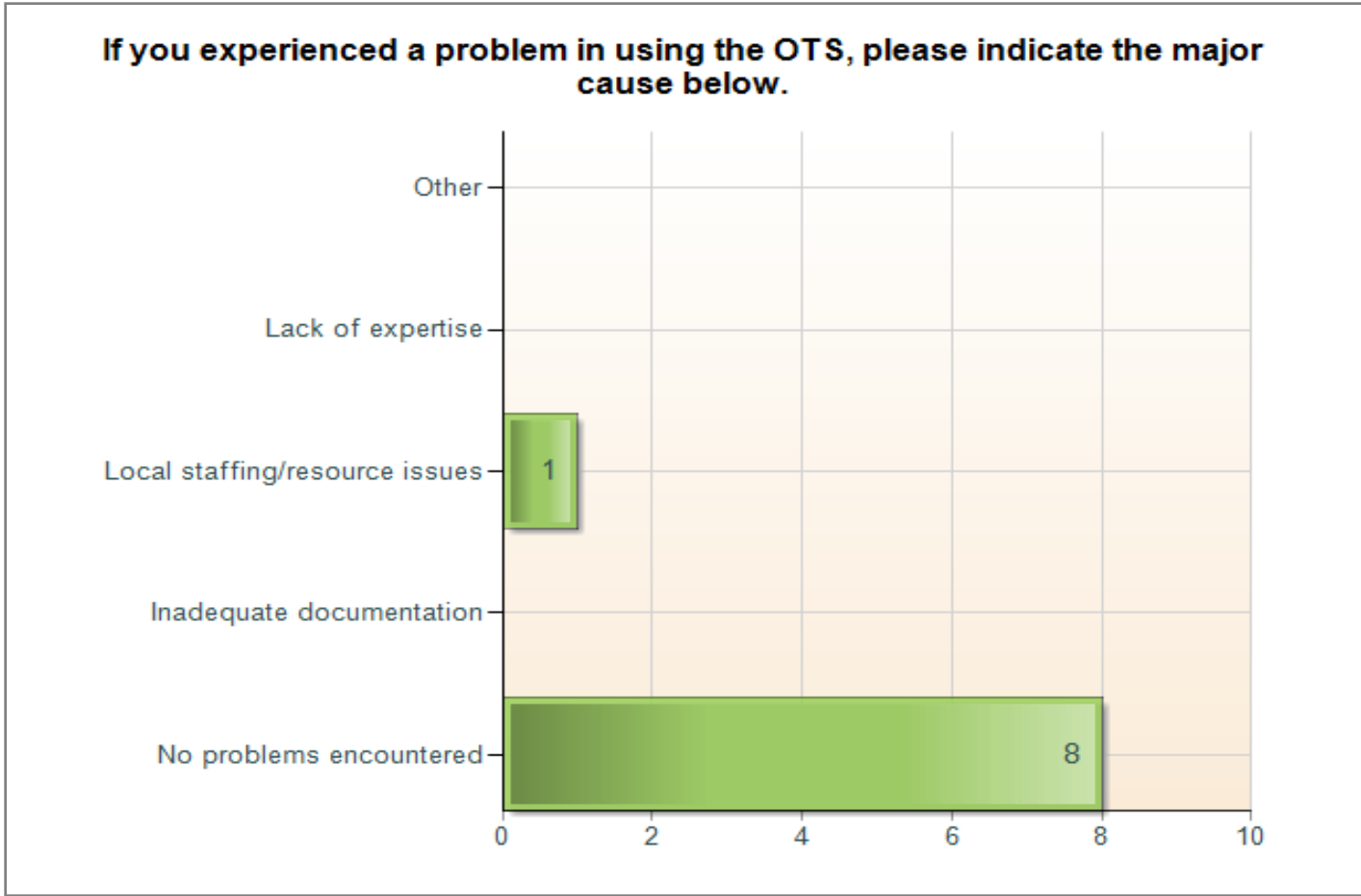
14.) Your institution was comfortable sending its material offsite.



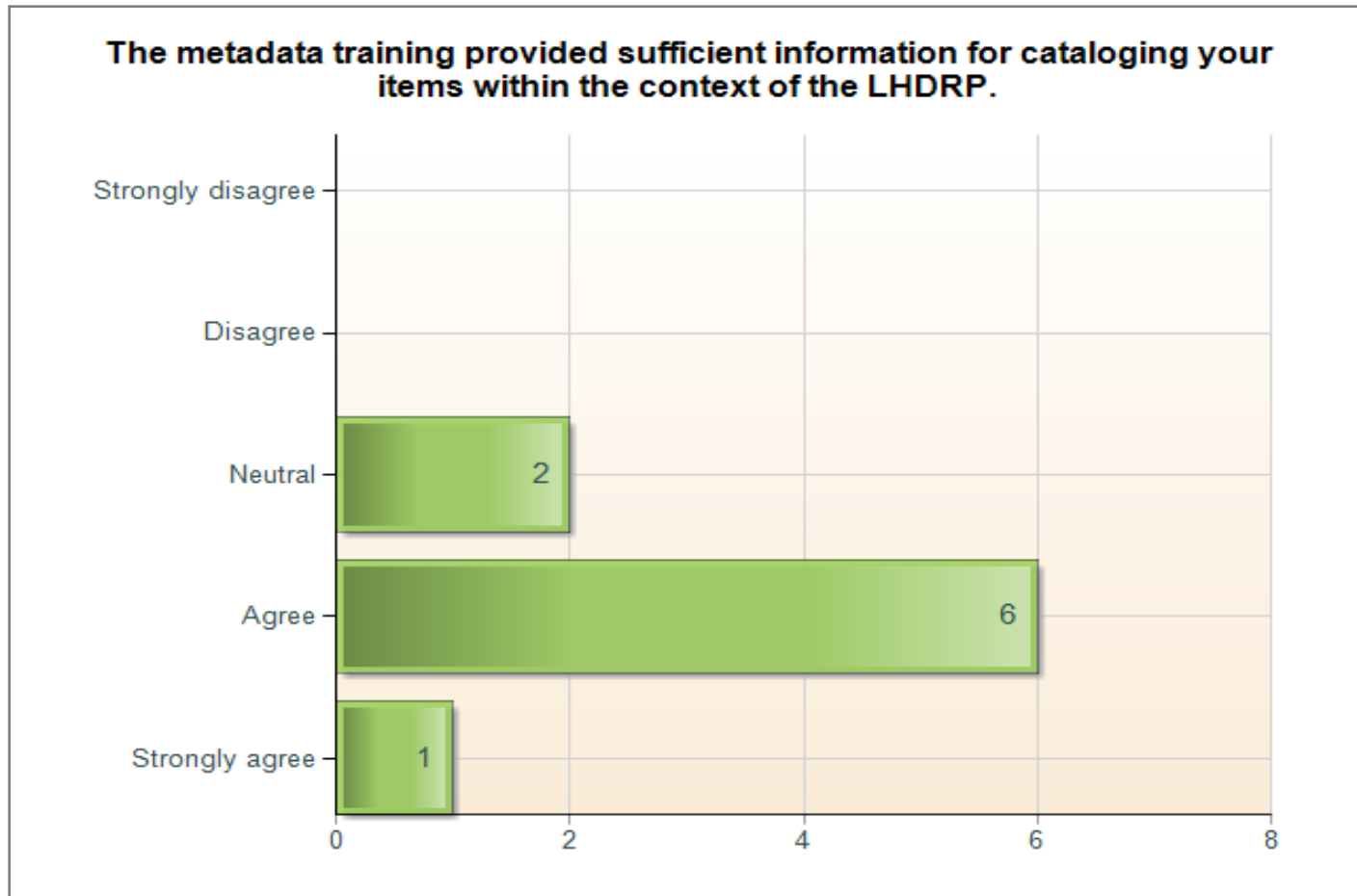
15.) *The process laid out in the scanning training for use of the OTS worked as described.*



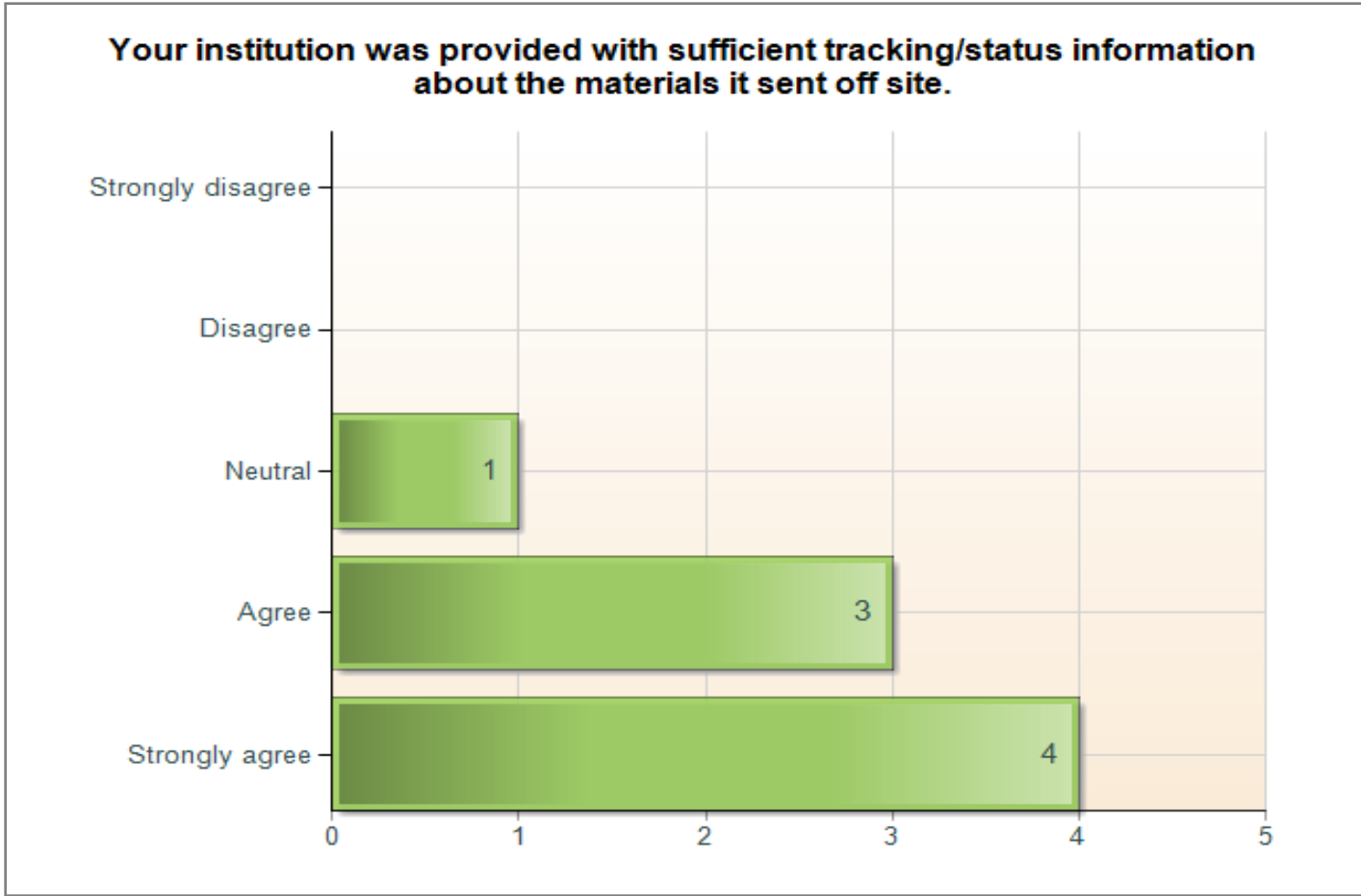
16.) If you experienced a problem in using the OTS, please indicate the major cause below.



17.) The metadata training provided sufficient information for cataloging your items within the context of the LHDRP.



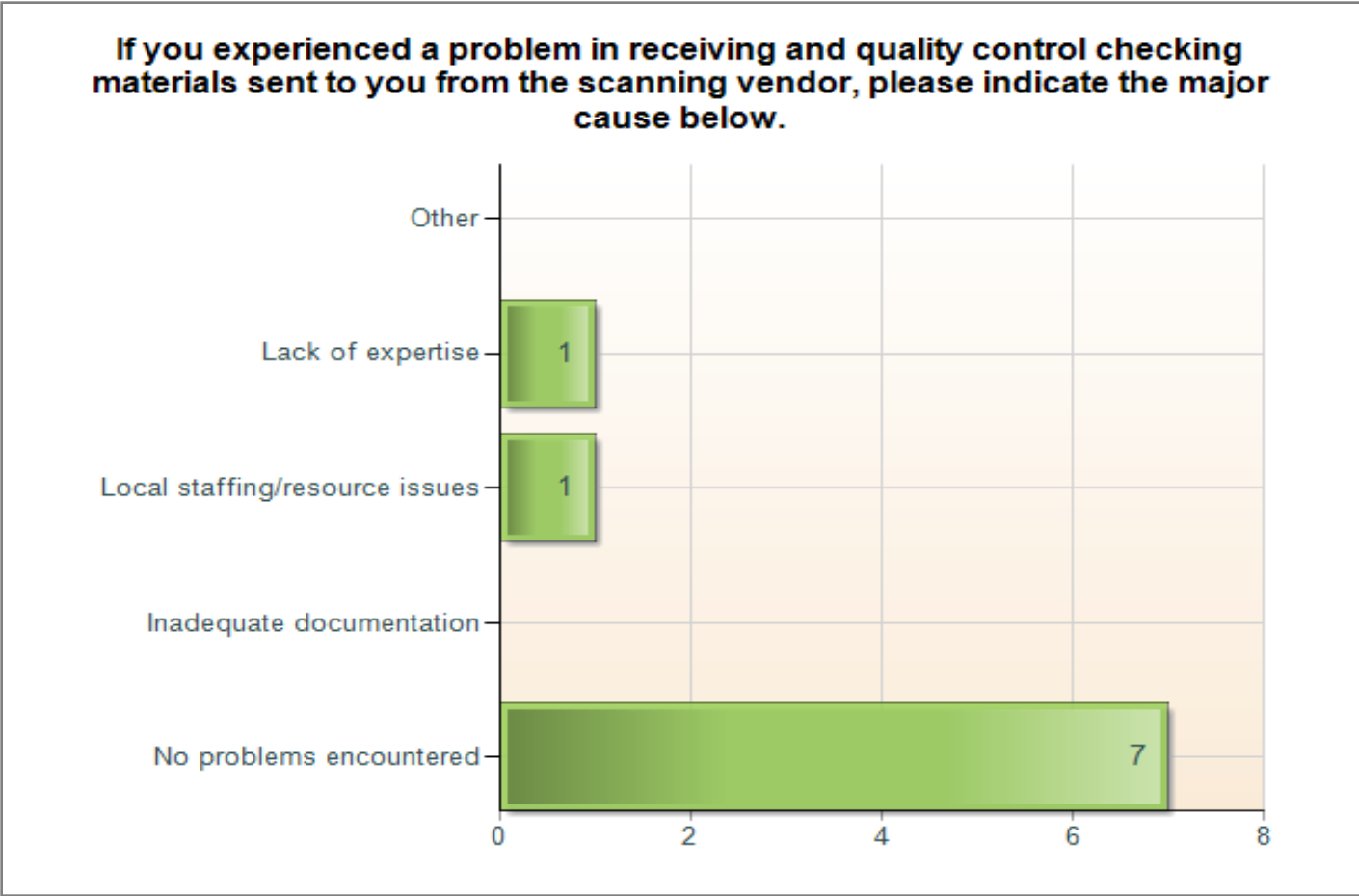
18.) Your institution was provided with sufficient tracking/status information about the materials it sent off site.



19.) *Your institution's materials were returned in satisfactory condition.*



20.) If you experienced a problem in receiving and quality control checking materials sent to you from the scanning vendor, please indicate the major cause below.



21.) *Would you like to see anything modified in the scanning process?*

RESPONSES

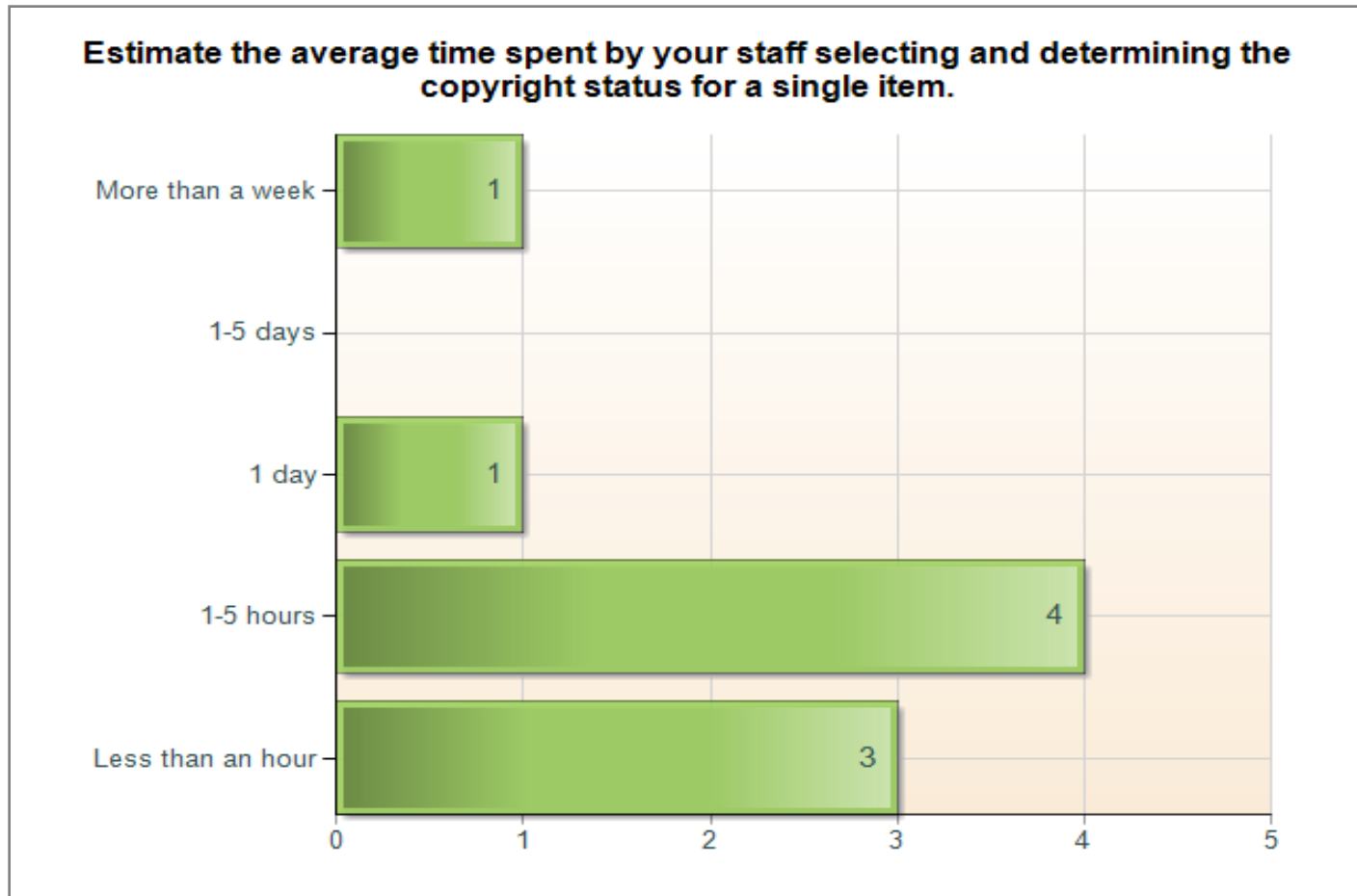
1.) It would be great if Luna could photo shop blurred original photos to improve them. Do the Luna visit virtually/webinar.

22.) *Would you like to see anything modified in the scanning or metadata training?*

RESPONSES

1.) Stress importance of viewing slides and negatives with a negative viewer to detect image problems beforehand. Do some of the metadata training by webinar and more troubleshooting at the actual content dm training. Perhaps do the training and have us actually enter our first batch into content dm during the training. Have the trainer come to north and south CA to do trainings.

23.) Estimate the average time spent by your staff selecting and determining the copyright status for a single item.

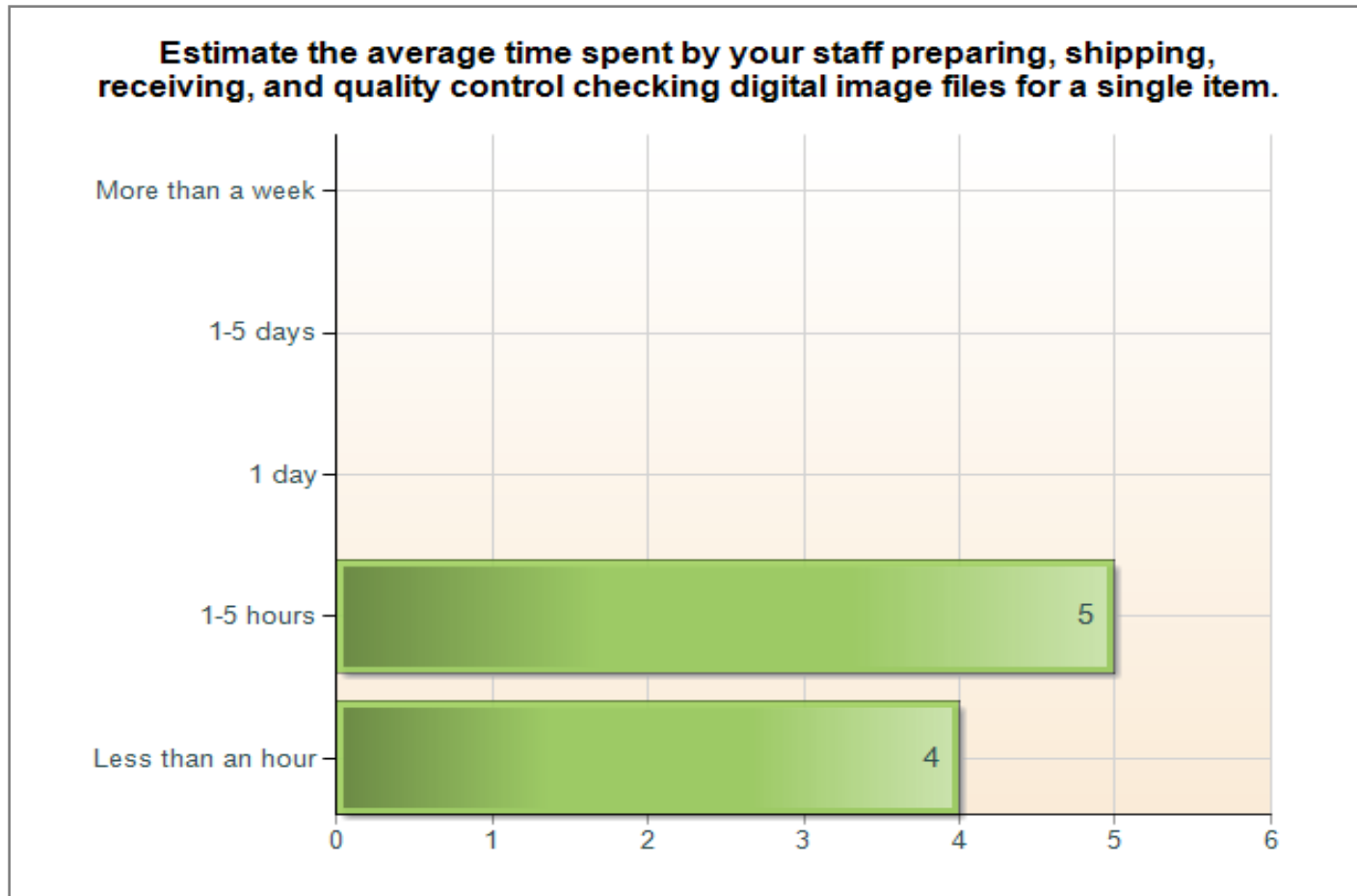


24.) Any additional comments or suggestions about selecting and determining copyright status for a single item?

RESPONSES

1.) The training was great by Mary Minow.

25.) Estimate the average time spent by your staff preparing, shipping, receiving, and quality control checking digital image files for a single item.



26.) Any additional comments or suggestions about selecting the average time spent preparing, shipping, receiving, and quality checking digital image files for a single item?

NO RESPONSES