

California Local History Digital Resources Program

PROJECT EVALUATION: First Quarter

2011-2012

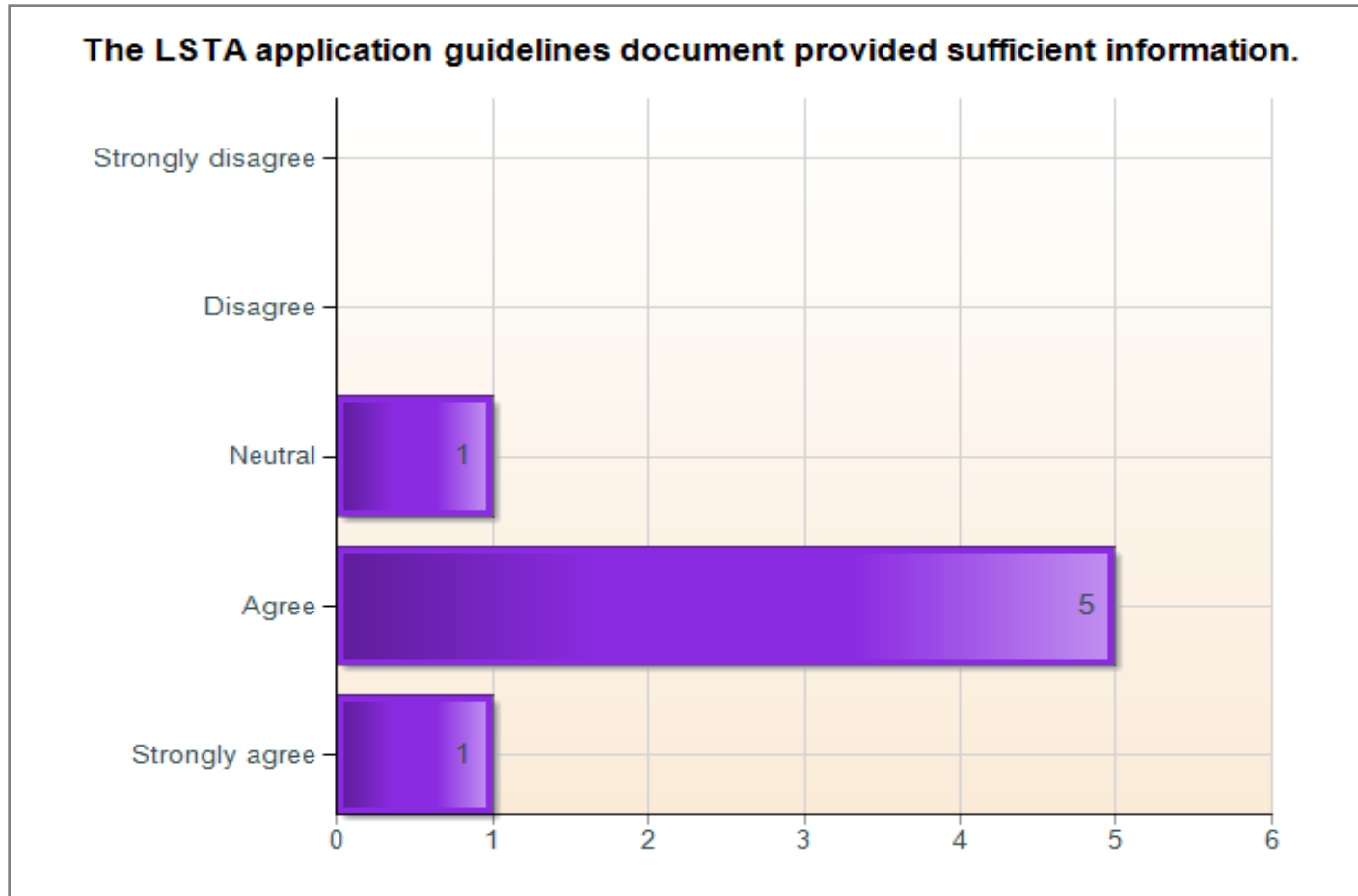
Prepared by the Califa Group
December 2011

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

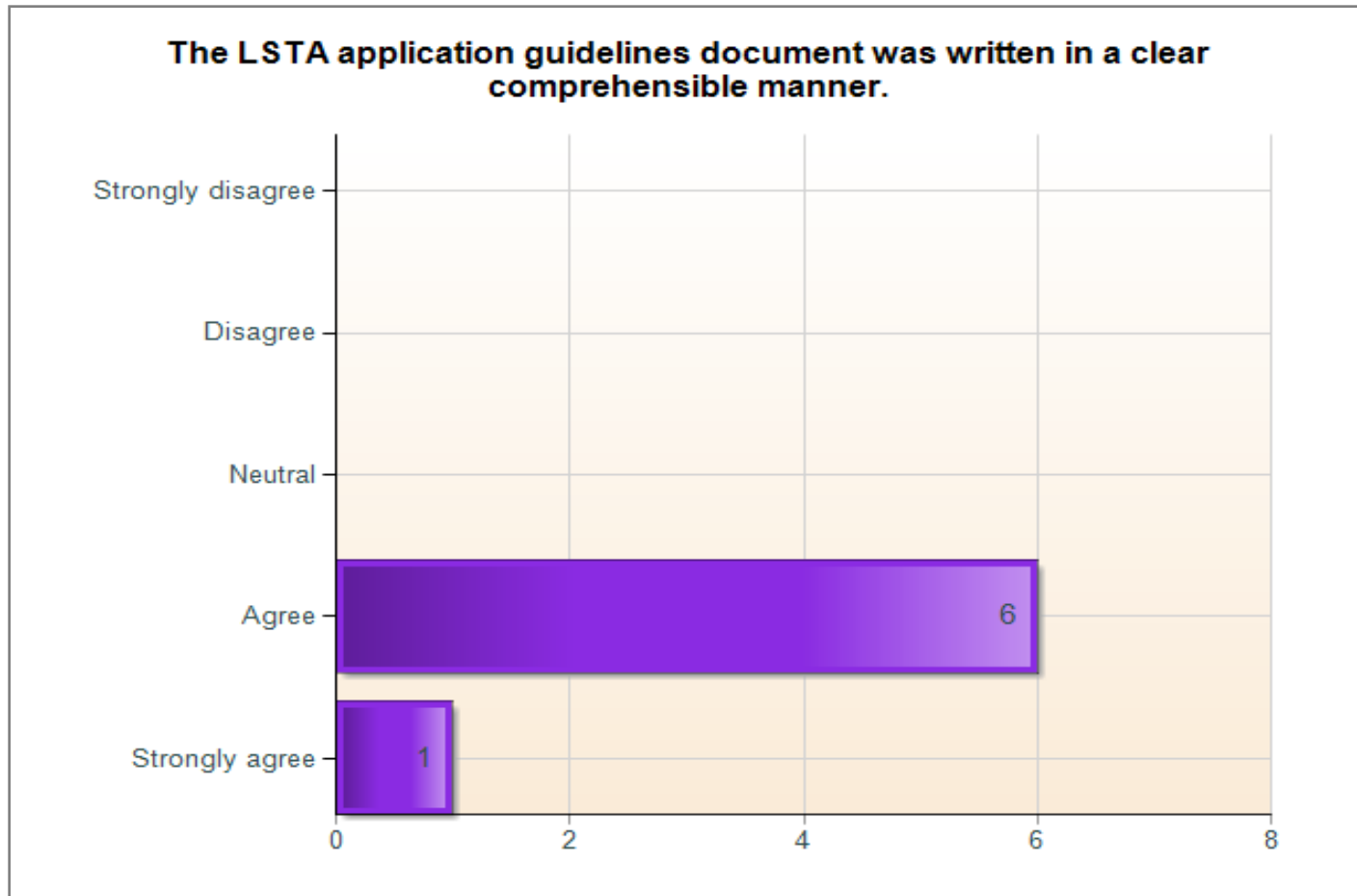
Executive Summary

This report contains a detailed statistical analysis of the results to the survey titled *LHDRP 2011-2012: Project Evaluation Survey (First Quarter)* . *The results analysis includes answers from all respondents* who took the survey in the period from Wednesday, November 16, 2011 to Friday, December 9, 2011. 7 completed responses were received to the survey during this time.

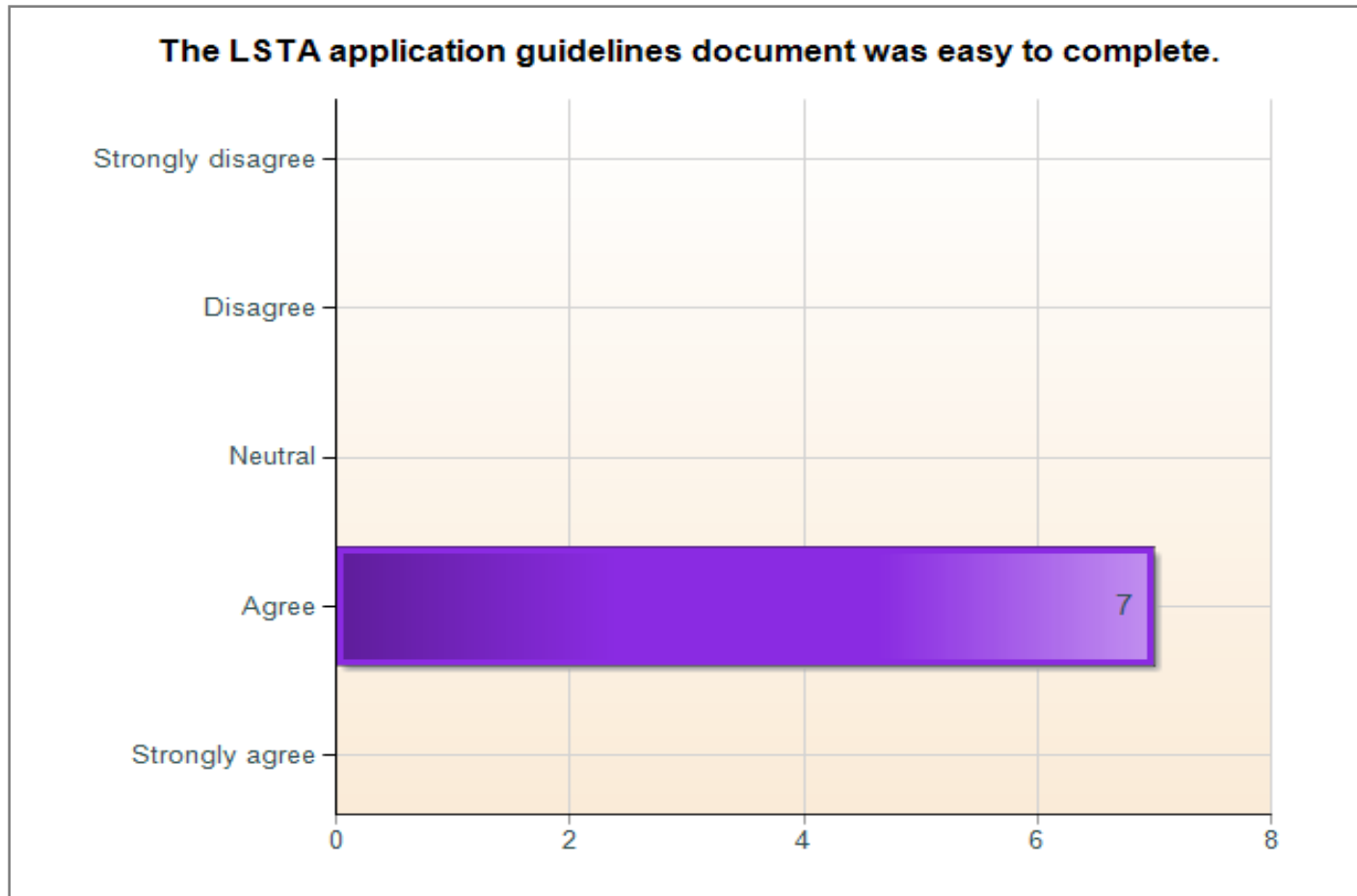
1.) LHDRP 2011-2012 Evaluation (1st Quarter): The LSTA application guidelines document provided sufficient information.



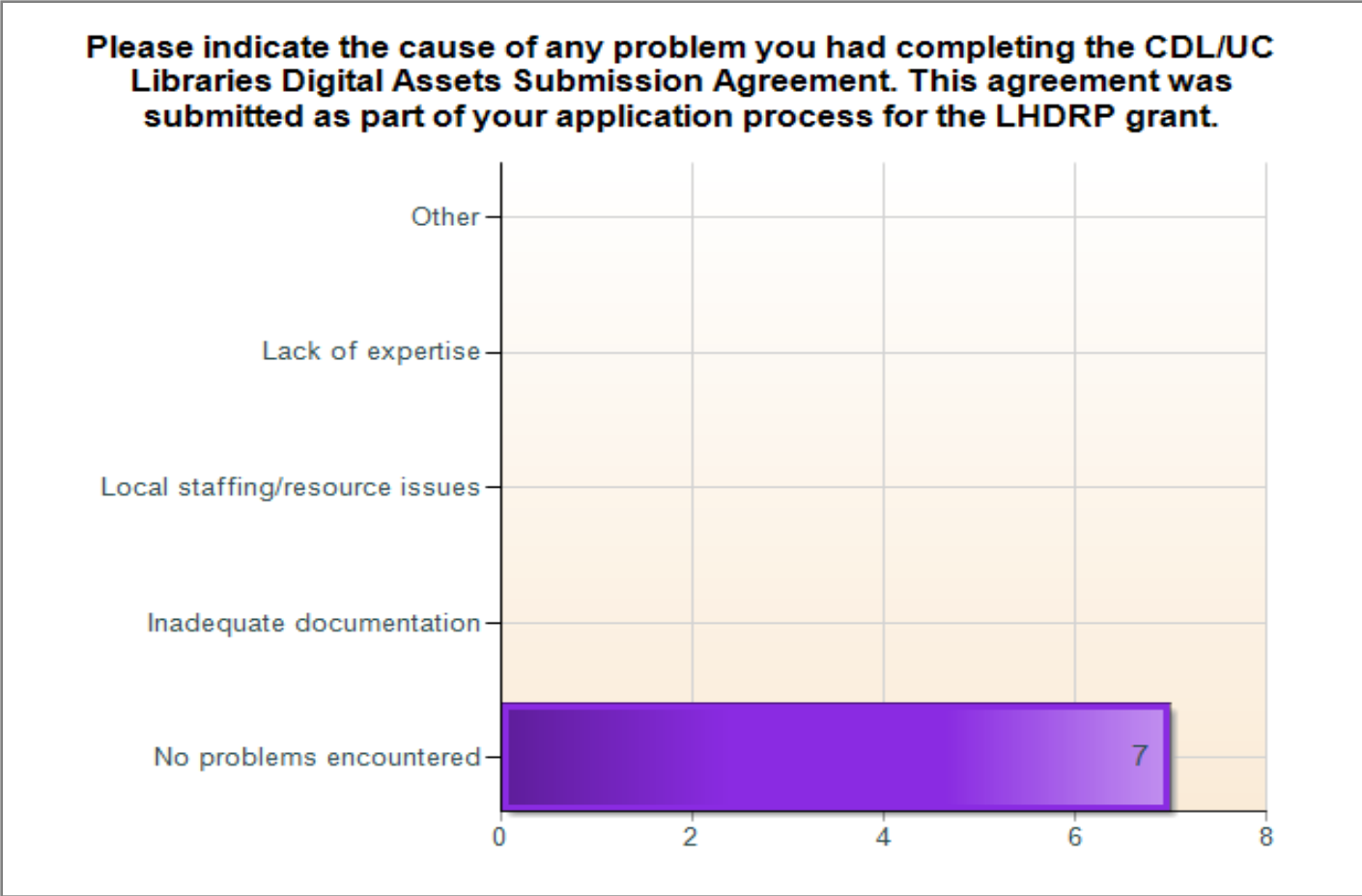
2.) LHDRP 2011-2012 Evaluation (1st Quarter): The LSTA application guidelines document was written in a clear comprehensible manner.



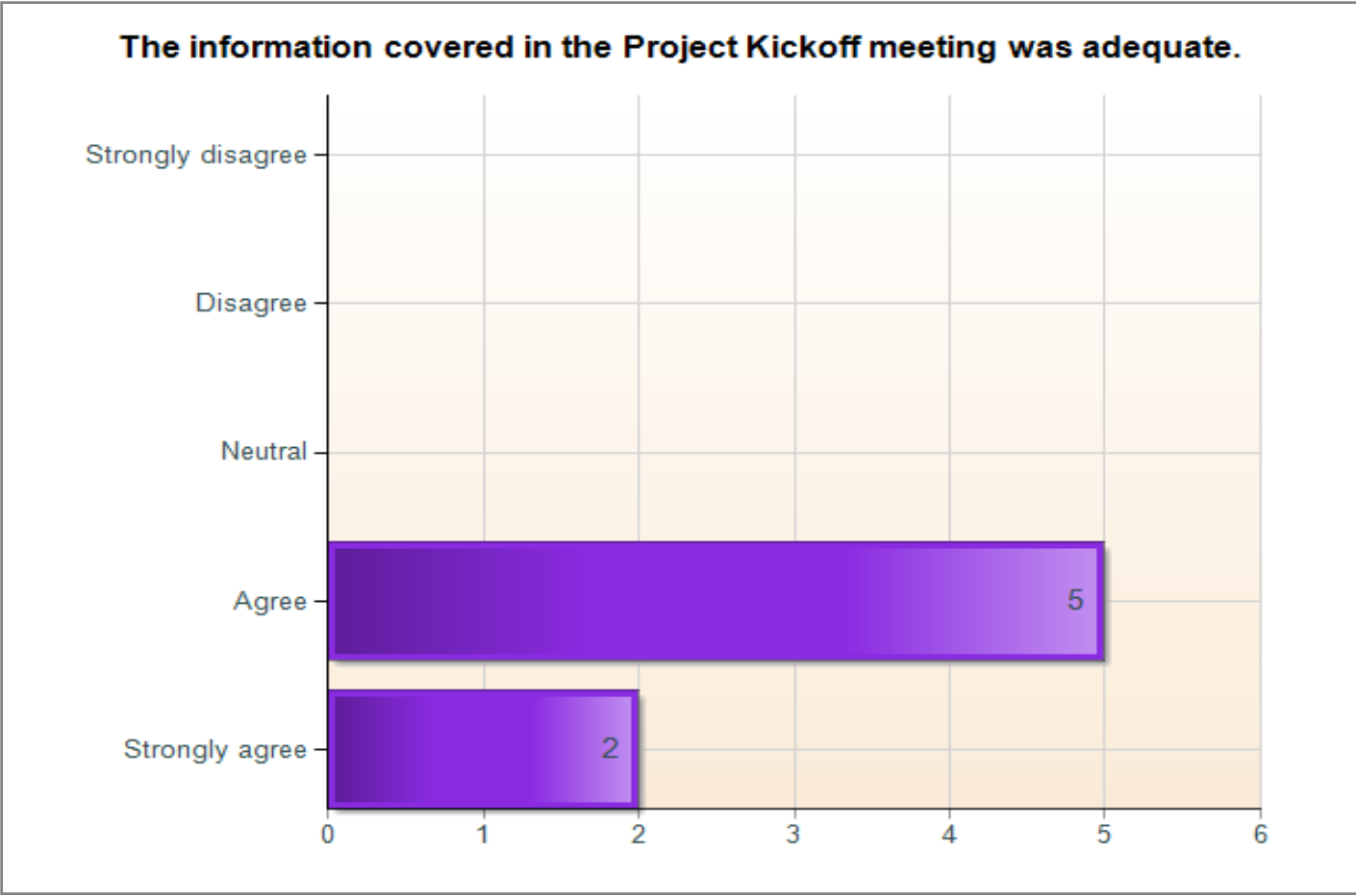
3.) LHDRP 2011-2012 Evaluation (1st Quarter): The LSTA application guidelines document was easy to complete.



4.) LHDRP 2011-2012 Evaluation (1st Quarter): 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.) LHDRP 2011-2012 Evaluation (1st Quarter): The information covered in the Project Kickoff meeting was adequate.

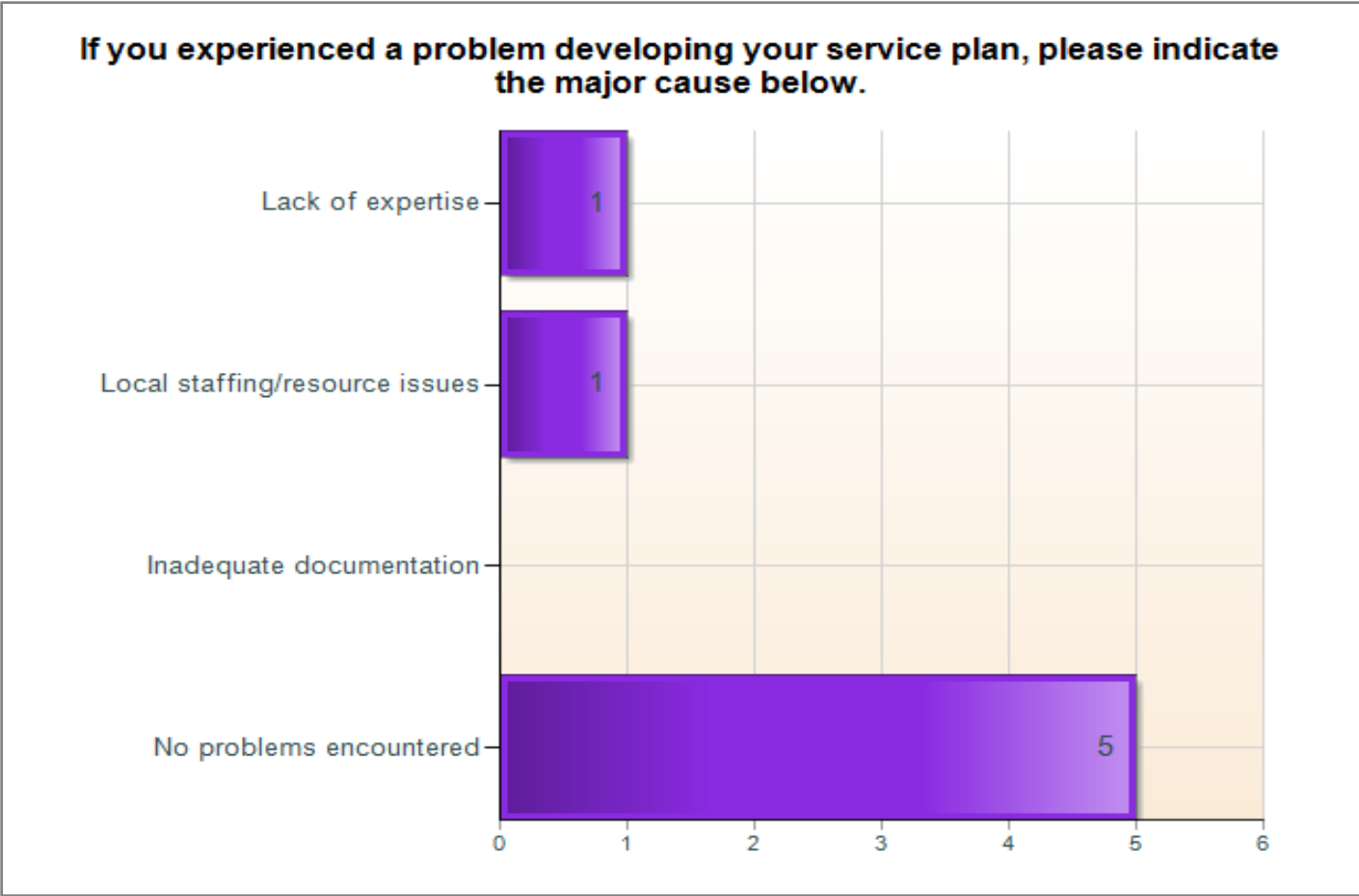


6.) LHDRP 2011-2012 Evaluation (1st Quarter): If there was a particular topic or issue that you would have liked to have covered during the Kickoff meeting what would it be?

Responses

- No Responses.

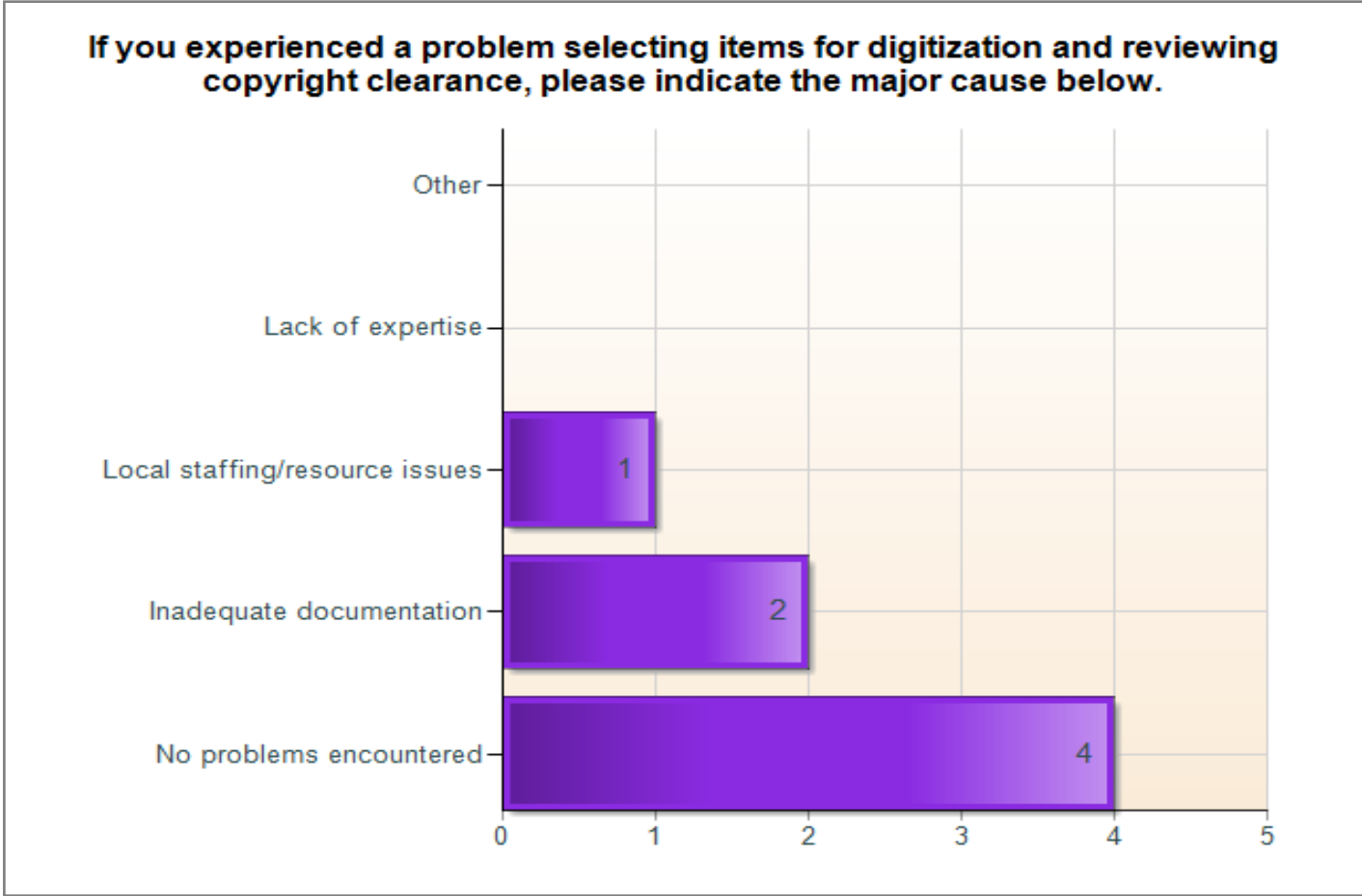
7.) LHDRP 2011-2012 Evaluation (1st Quarter): If you experienced a problem developing your service plan, please indicate the major cause below.



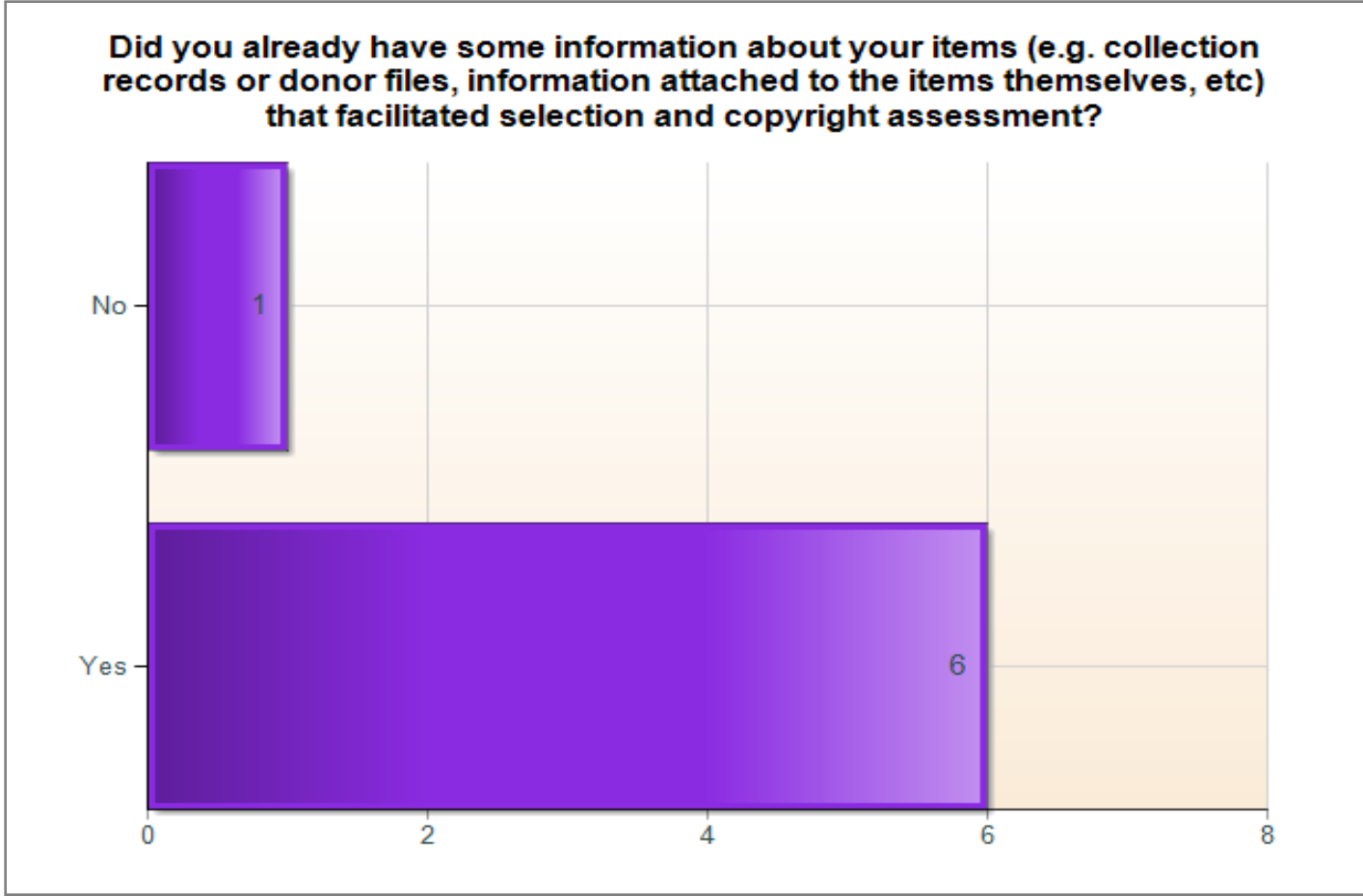
8.) LHDRP 2011-2012 Evaluation (1st Quarter): Which activities did you incorporate into your service plan?



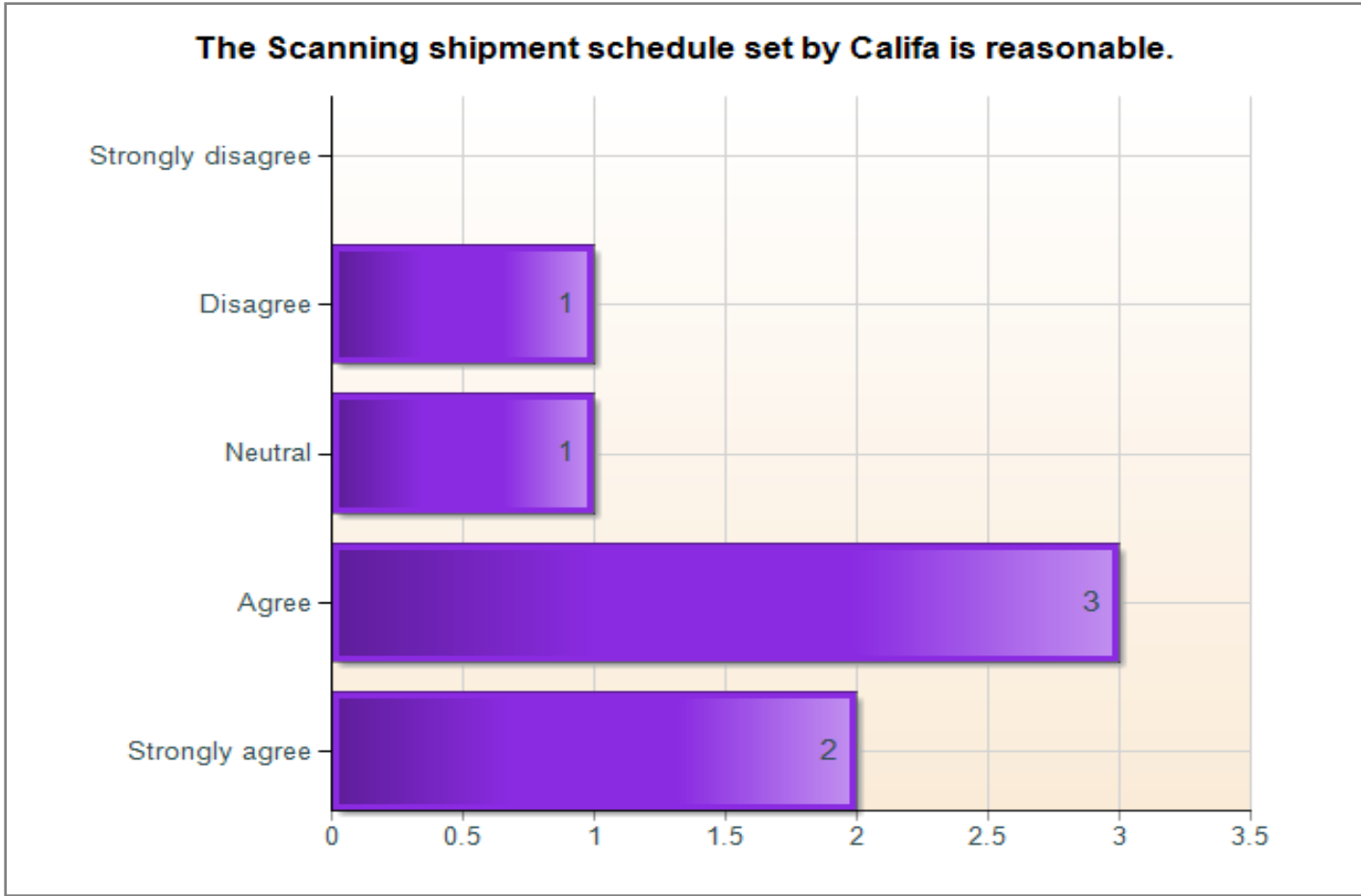
9.) LHDRP 2011-2012 Evaluation (1st Quarter): If you experienced a problem selecting items for digitization and reviewing copyright clearance, please indicate the major cause below.



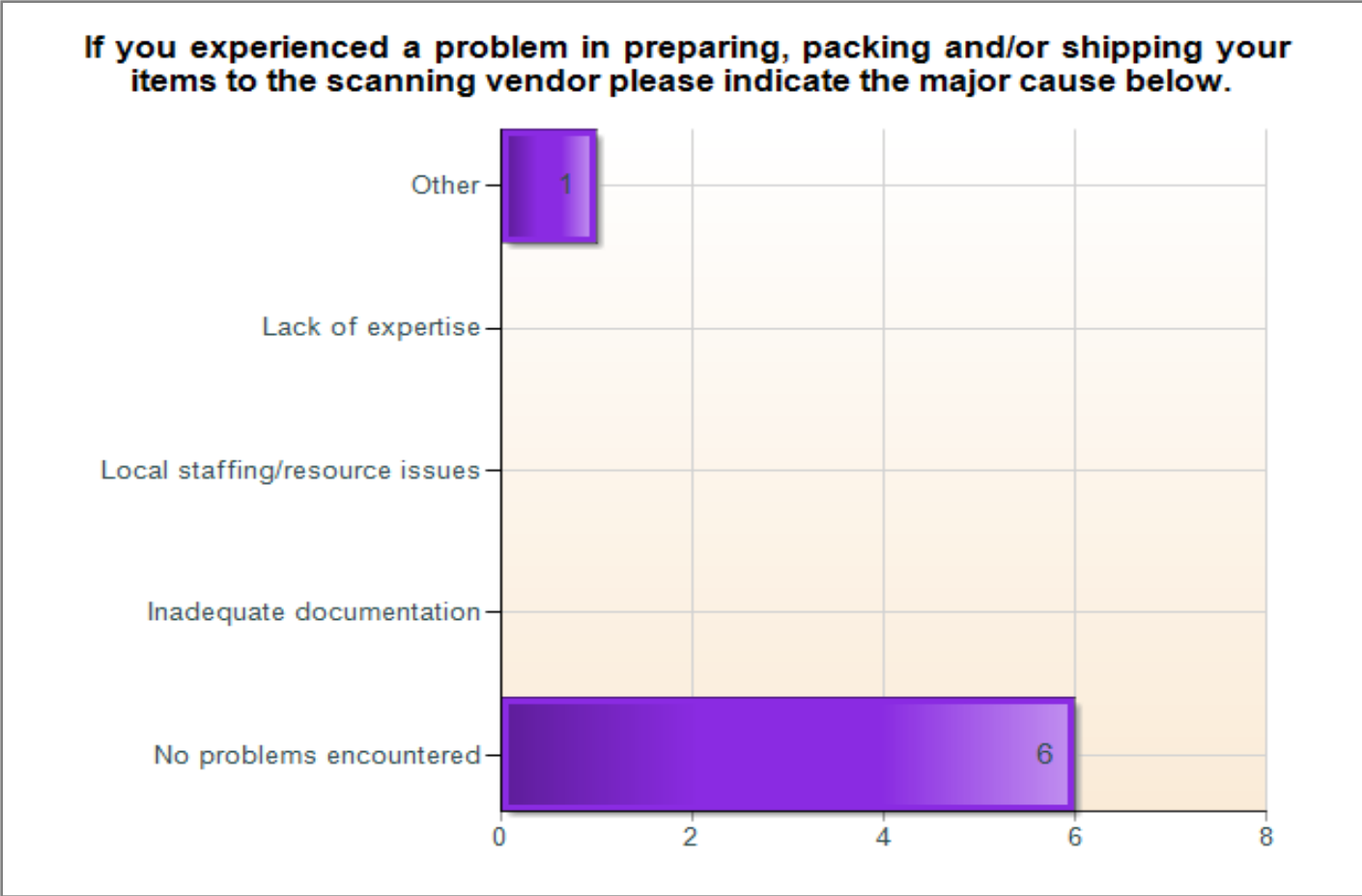
10.) LHDRP 2011-2012 Evaluation (1st Quarter): Did you already have some information about your items (e.g. collection records or donor files, information attached to the items themselves, etc.) that facilitated selection and copyright assessment?



11.) LHDRP 2011-2012 Evaluation (1st Quarter): The Scanning shipment schedule set by Califa is reasonable.



12.) LHDRP 2011-2012 Evaluation (1st Quarter): If you experienced a problem in preparing, packing and/or shipping your items to the scanning vendor please indicate the major cause below.

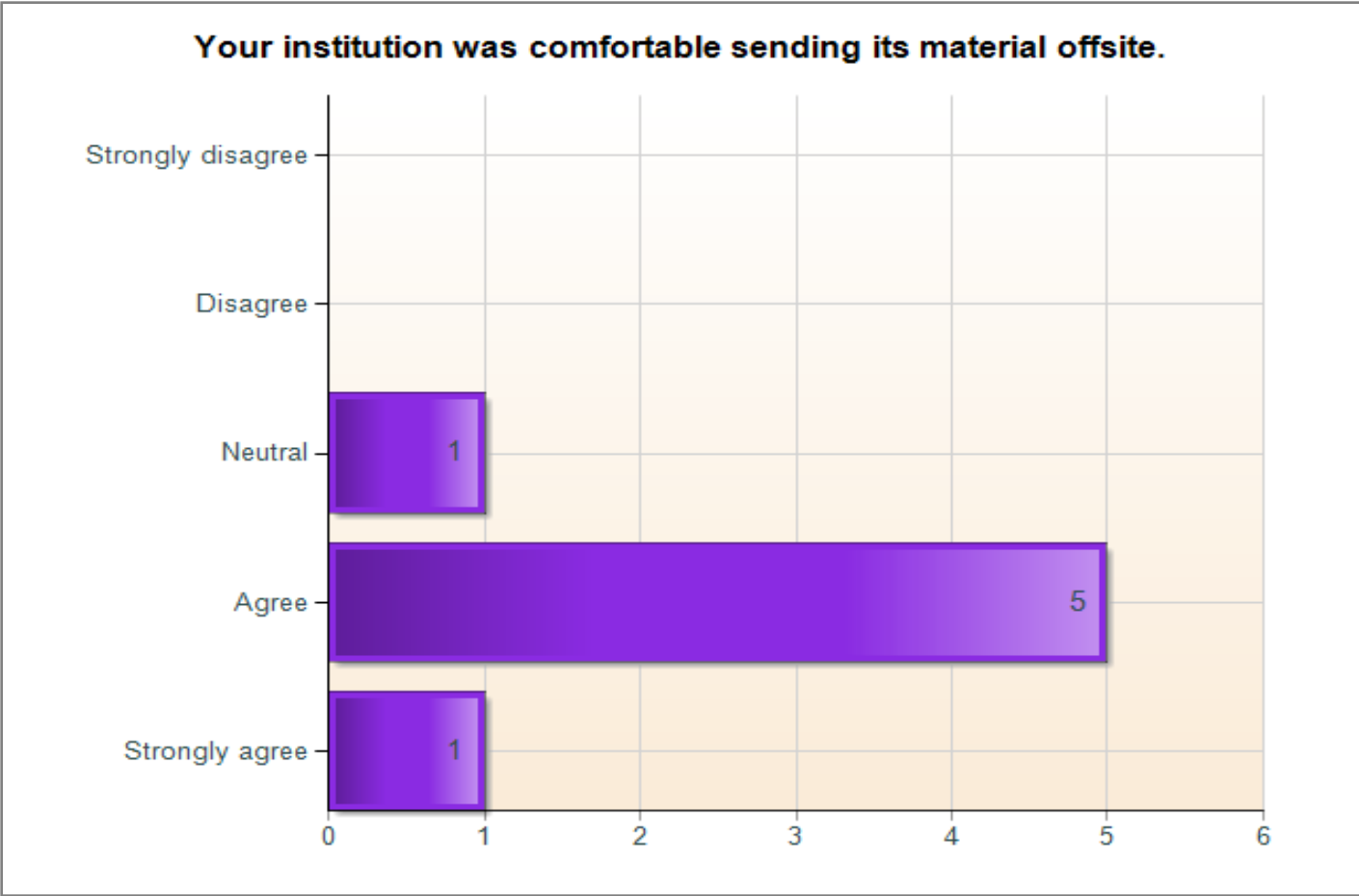


13.) LHDRP 2011-2012 Evaluation (1st Quarter): Please describe any problem you had in preparing, packing and shipping your items.

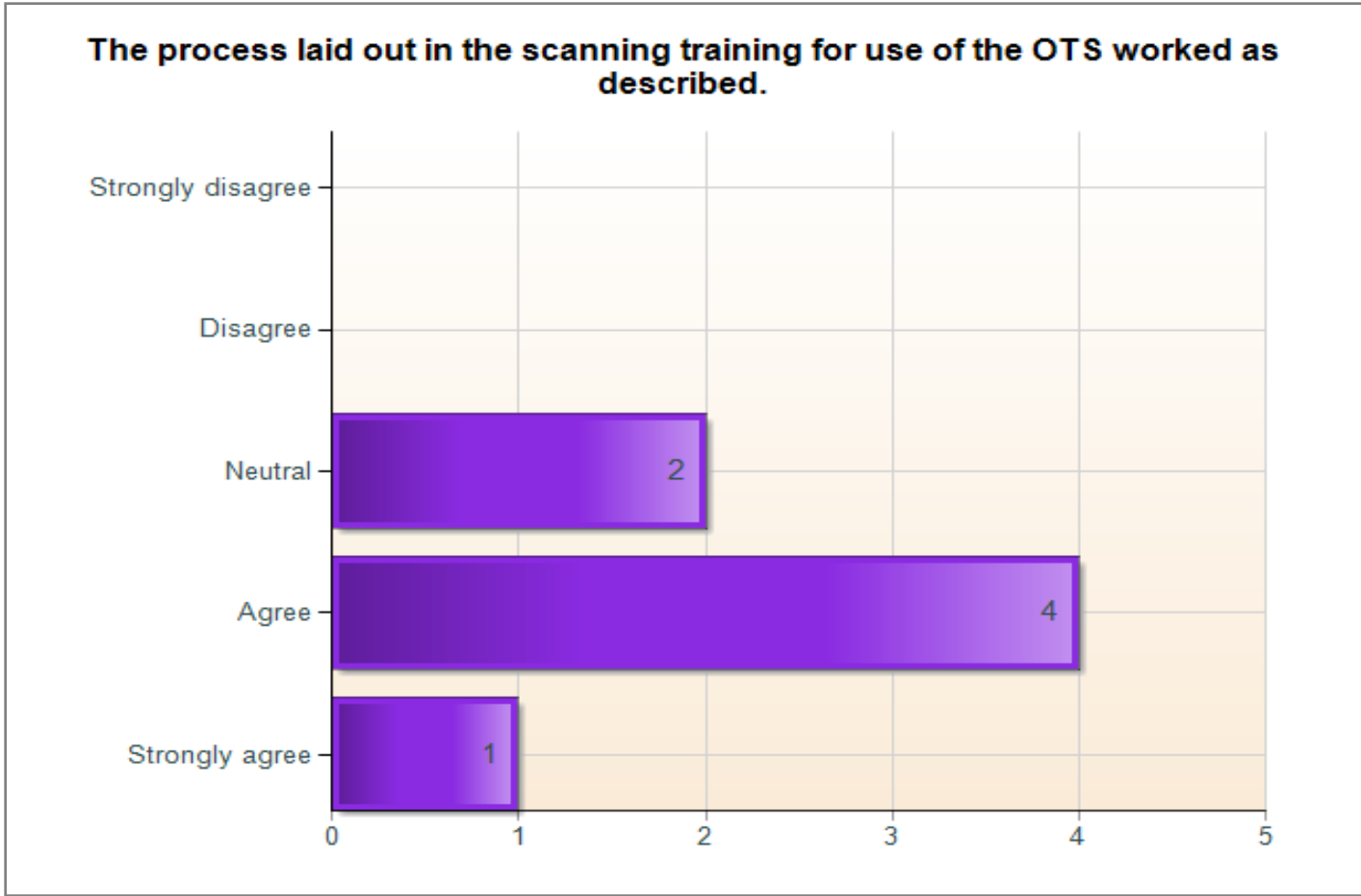
Responses

- A little bit of a problem to ship items of the same size together

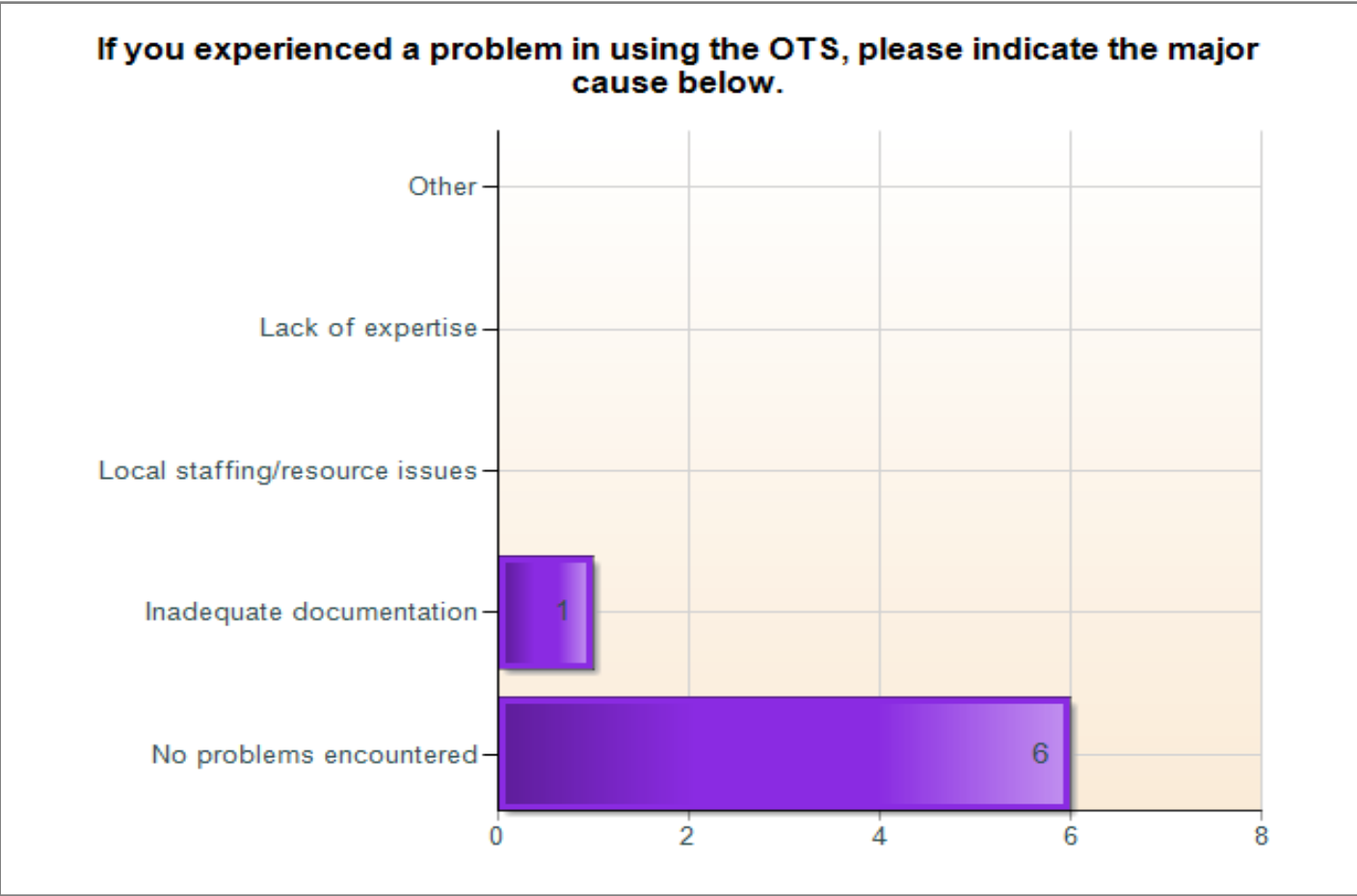
14.) LHDRP 2011-2012 Evaluation (1st Quarter): Your institution was comfortable sending its material offsite.



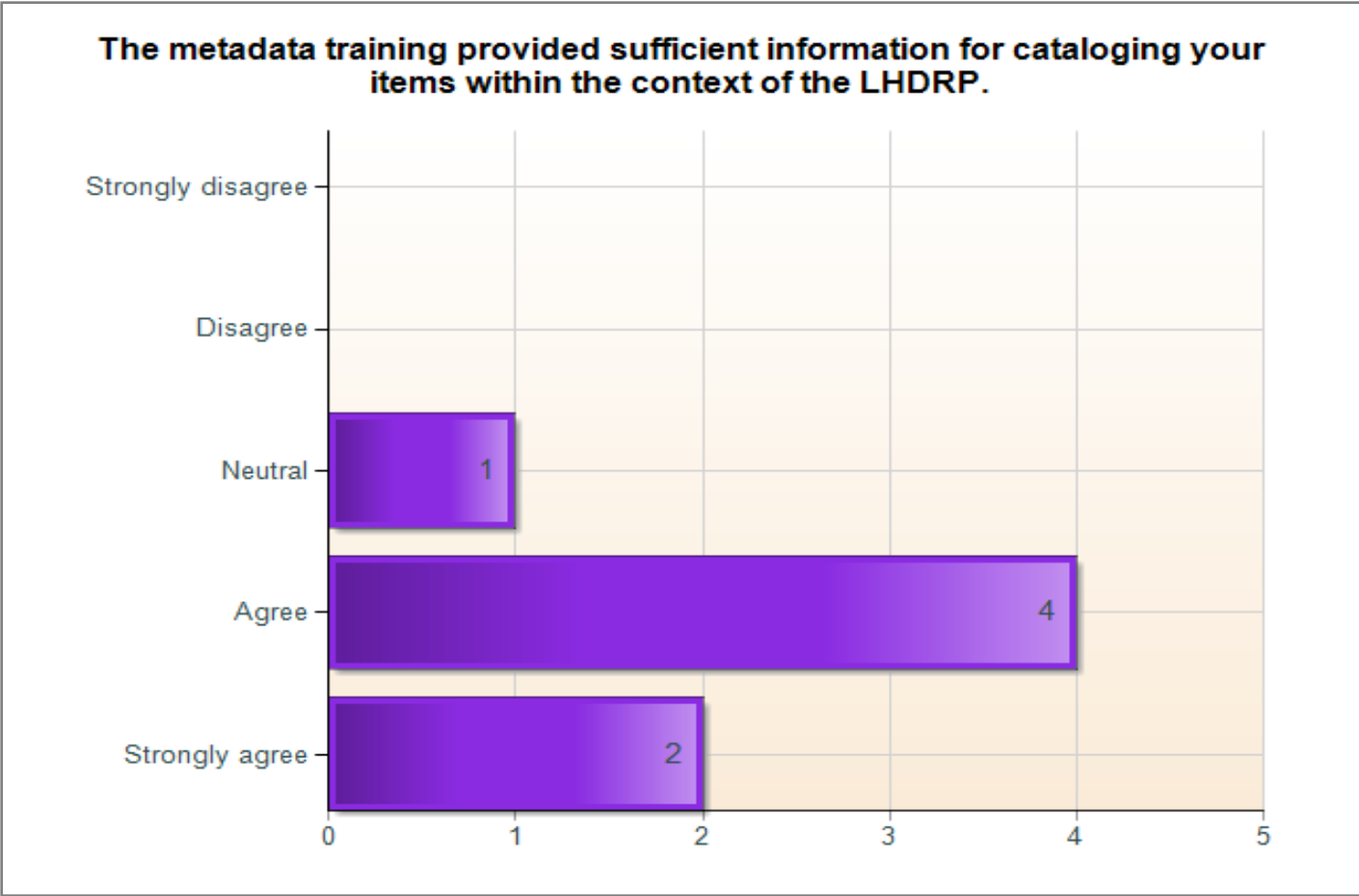
15.) **LHDRP 2011-2012 Evaluation (1st Quarter):** The process laid out in the scanning training for use of the OTS worked as described.



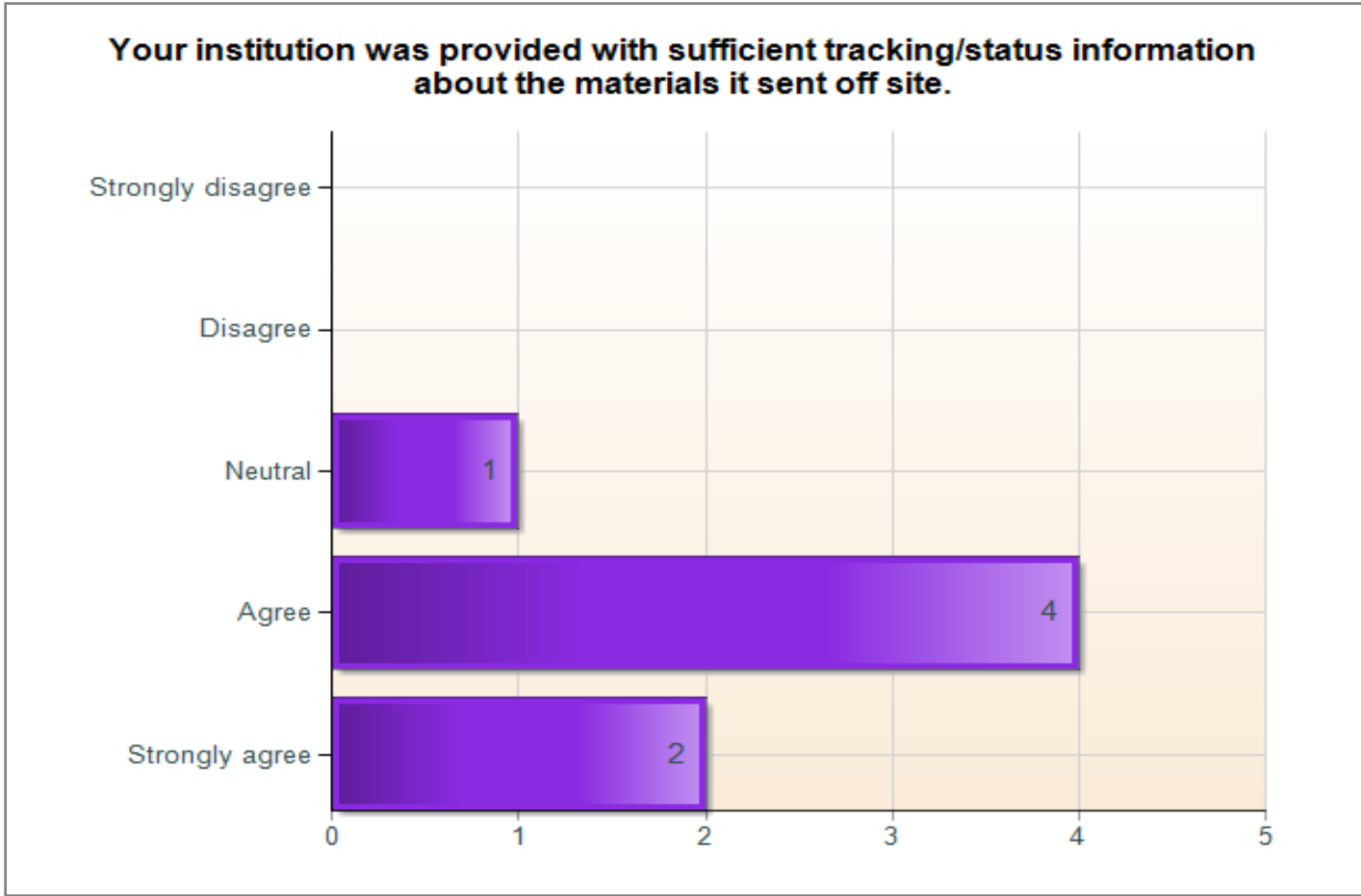
16.) LHDRP 2011-2012 Evaluation (1st Quarter): If you experienced a problem in using the OTS, please indicate the major cause below.



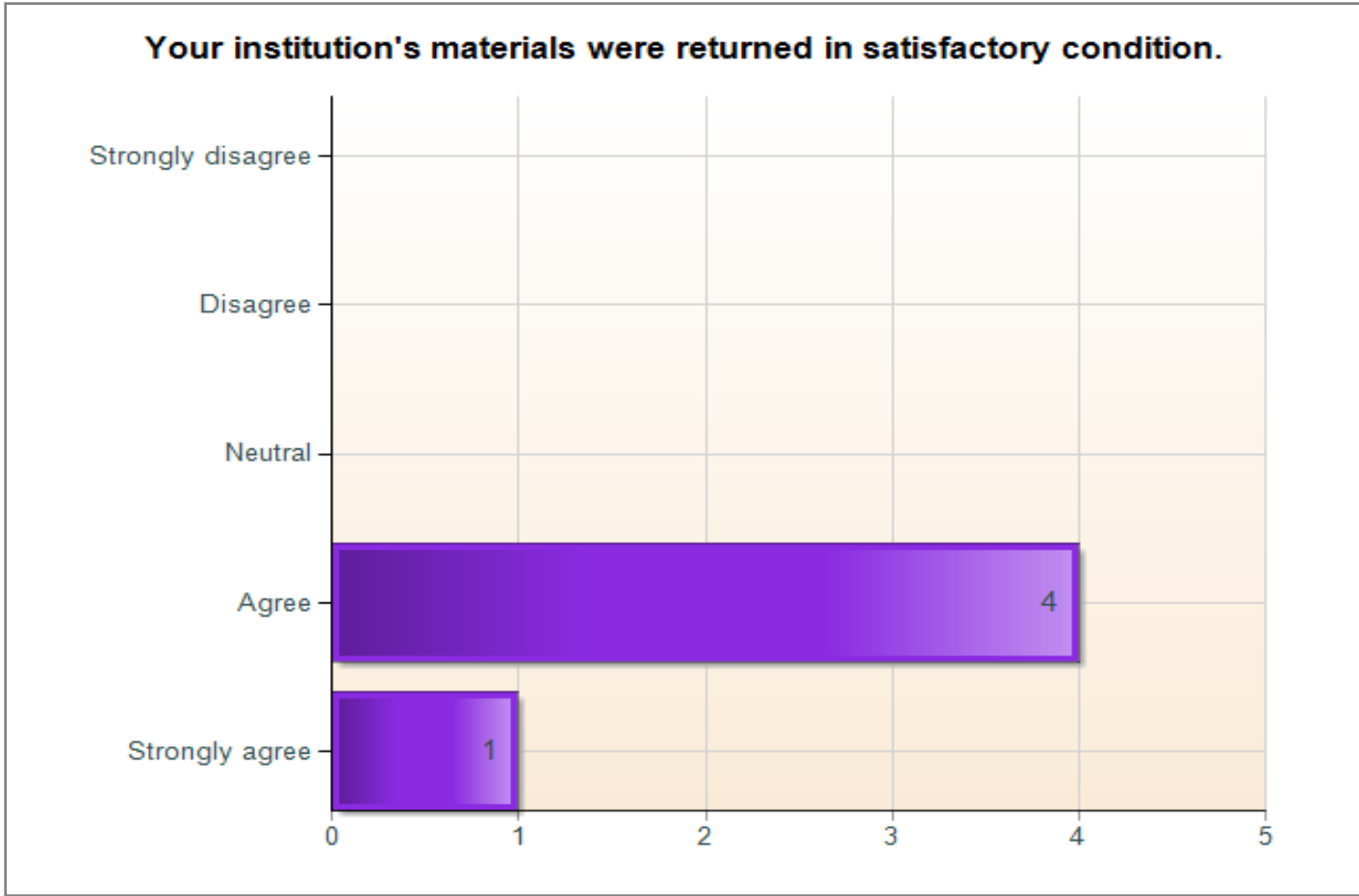
17.) LHDRP 2011-2012 Evaluation (1st Quarter): The metadata training provided sufficient information for cataloging your items within the context of the LHDRP.



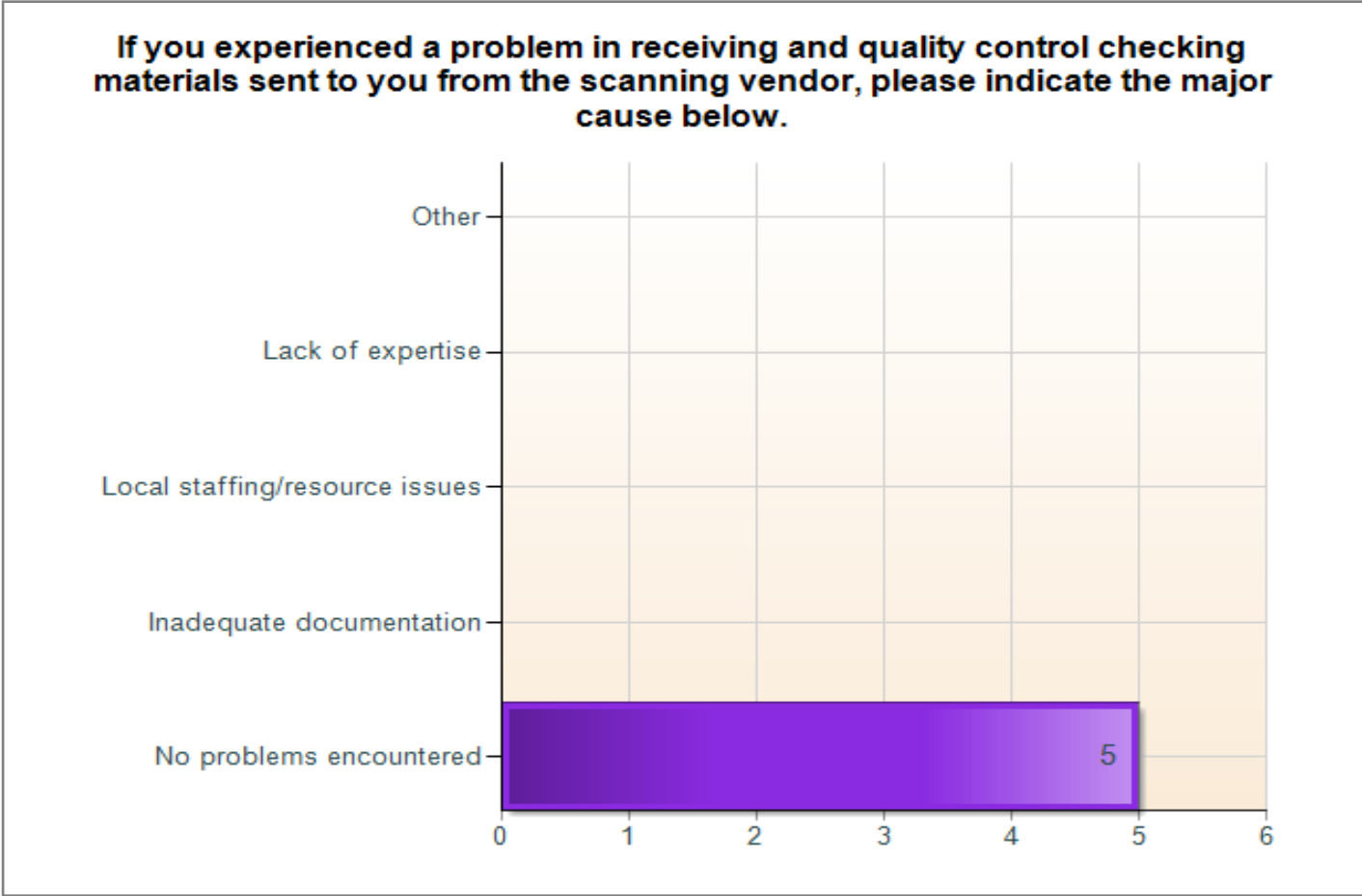
18.) LHDRP 2011-2012 Evaluation (1st Quarter): Your institution was provided with sufficient tracking/status information about the materials it sent off site.



19.) LHDRP 2011-2012 Evaluation (1st Quarter): Your institution's materials were returned in satisfactory condition.



20.) LHDRP 2011-2012 Evaluation (1st Quarter): If you experienced a problem in receiving and quality control checking materials sent to you from the scanning vendor, please indicate major cause below.



21.) LHDRP 2011-2012 Evaluation (1st Quarter): Would you like to see anything modified in the scanning process?

Responses

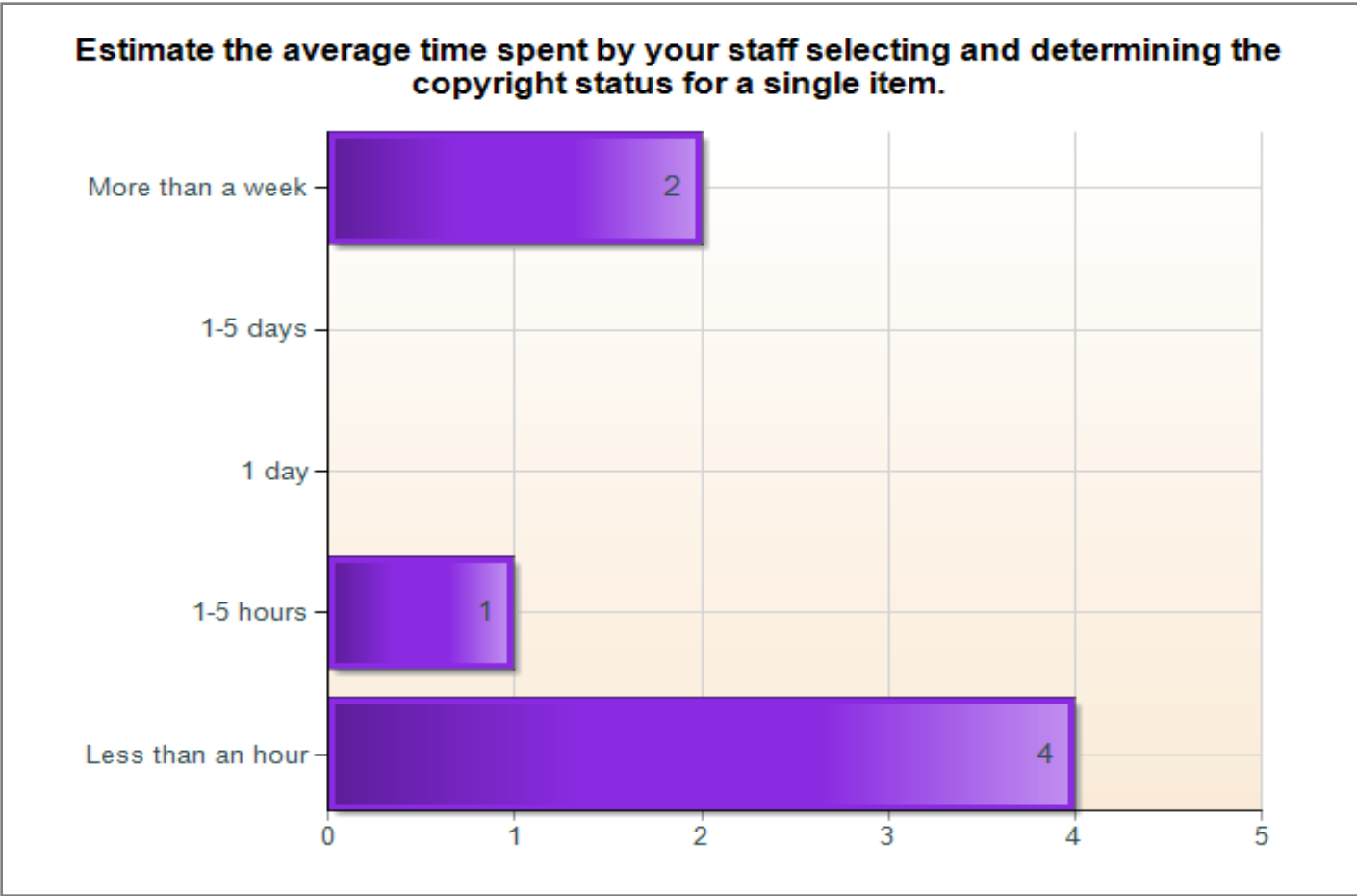
- The process has been slow with Internet Archive and we have not received our originals backs and that is delaying our metadata cataloging on Contend.

22.) LHDRP 2011-2012 Evaluation (1st Quarter): Would you like to see anything modified in the scanning or metadata training?

Responses

- I feel that because the material is sent off-site for scanning we don't get enough education about the basics of scanning and working with digital files to keep doing the work on our own after the grant is finished. Maybe simple technical training could be provided as part of the grant.

23.) **LHDRP 2011-2012 Evaluation (1st Quarter):** Estimate the average time spent by your staff selecting and determining the copyright status for a single item.

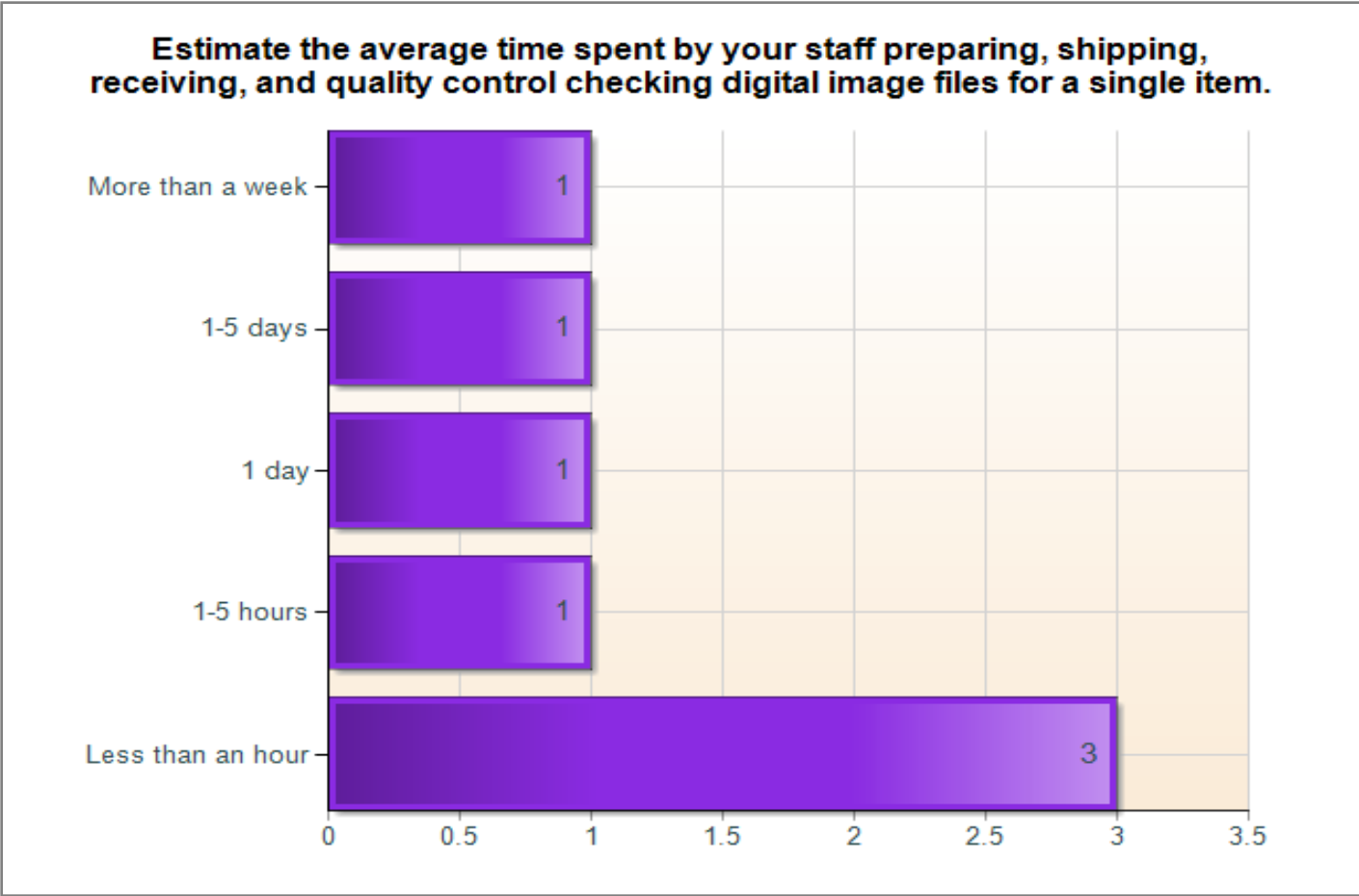


24.) LHDRP 2011-2012 Evaluation (1st Quarter): Any additional comments or suggestions about selecting and determining copyright status for a single item?

Responses

- Copyright status was easy for us because our items are in the public domain.
- When relying on another group to provide information, sometimes timelines were developed for each object's copyright.

25.) LHDRP 2011-2012 Evaluation (1st Quarter): Estimate the average time spent by your staff preparing, shipping, receiving, and quality control ...



26.) LHDRP 2011-2012 Evaluation (1st Quarter): Any additional comments or suggestions about selecting the average time spent preparing, shipping, receiving, and quality checking digital image files for a single item?

Responses

- We are still trying to figure out first test item! So we are a special case and shouldn't be compared with the institutions doing their scanning with Luna.