Open the Floodgates

Using the Los Angeles Aqueduct Digitization Project as a stimulus for developing a Digital Library Program

presented by Eric Milenkiewicz
Collaboration

- Identify the core functional areas essential to the success of your project.
- Reach out to departments with the necessary expertise.
- Formulate a project team of key players.
Documentation

- Utilize nationally accepted standards.
- Review and repurpose documentation from other institutions.
- Good documentation allows for repeatable processes.
Workflow

- Address each step of the process from start to finish.
- Create a workflow visualization (e.g., swim lane diagram).
- Coordinate and communicate with team members.
- Be flexible!
Outcomes

8 individuals...from 4 departments...over the course of 120 days

- 7,000 unique items from 15 archival collections
- 1,000 pages of content from 15 published works

All preserved digitally with full metadata and made available online to researchers worldwide.

And for UC Riverside perhaps the greatest accomplishment...

- The foundation of our Digital Library Program was established.
Invest in project management software.

Hold regular meetings.

Ensure adequate staffing.

Provide necessary training.

Create and test guidelines/workflows in advance.

Trust and empower the project staff!
“There it is. Take it.”

—William Mulholland