Making Room: Digitizing Your Scholarly Output

THE HISTORY OF MICKEY MOUSE

by

John E. Doe
A.B., University of Kansas, 1933

Submitted to the Department of History and the Faculty of the Graduate School of the University of Kansas in partial fulfillment of the requirements for the degree of Master of Arts.
HISTORY

- Theses and dissertations
- ‘Filler’ project from 2011 – 2015, total of 722 volumes from 1883 – 1922
- Goal of removing duplicate copies and freeing up space in highest traffic library for private and group study spaces (1200 square feet)
- Only electronic format accepted since 2006, hosted by ProQuest
- Post-1922 project includes 31,466 unique titles
- We were asked, how many can you do in a year?
- Simultaneous with other digitization projects of scholarly publications (27,000 non-project pages for every 97,000 project pages)
SCOPE

- Single-volume theses published in the years 1923, 1924, 1925, 1926, 1927, 1928, 1929, 1930, 1931, and 1932 for which two copies exist = 1,013
- Started scanning in February 2016
- Finished scanning in November 2017
STUDENT EMPLOYEES

- Goal: 2 dedicated part-time students at any one time
- Reality: 5 students over the course of 1 year (2 terminated, 1 floating)
- Undergraduate students
- 10-20 hours a week, Monday-Friday, 8am-5pm
- $9.00/hour
PROFESSIONAL STAFF & FACULTY

- Digital Initiatives
- Cataloging
- Conservation
- Annex
- Metadata
- Interlibrary Loan
- Administration
WORKFLOW

1. Identify and transfer volumes
2. Collect and transform metadata
3. Request annex copies as needed
4. Review and scan volumes
5. Send volumes to guillotine as needed
6. Conduct quality assurance
7. Upload and update database
8. Withdraw and recycle
IDENTIFYING PROBLEMATIC VOLUMES

- Copyright Notice Present (0%)
- Oversize Volume (1%)
- Fragile Condition/Damage (3%)
- Thin/Onionskin Paper (4%)
- Extraneous Writing/Highlights (6%)
- Limited Margins (11%)
- Includes Photographs (12%)
- Double-Sided Pages (14%)
- Pagination Issues (16%)
- Fold Outs (16%)
- Faint/Fuzzy Text (17%)
- Includes Graphs/Illustrations (41%)
STAGING AREAS
# Theses & Dissertations Digitization Work Log

<table>
<thead>
<tr>
<th>Author</th>
<th>Glycoe, Harriet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title</td>
<td>“A Study of the Solubility of Nitrates in Anhydrous...”</td>
</tr>
<tr>
<td>Date</td>
<td>1932</td>
</tr>
<tr>
<td>Bib ID</td>
<td>3425249</td>
</tr>
</tbody>
</table>

**Is this an ILL request?** YES or NO

**Is this a THESIS or DISSERTATION?**

<table>
<thead>
<tr>
<th>Date Started:</th>
<th>9/22/17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Started By:</td>
<td>Lorena</td>
</tr>
<tr>
<td>Workstation:</td>
<td>Beekley</td>
</tr>
</tbody>
</table>

- [ ] Scanning Complete
- [ ] Image Treatment Complete
- [ ] Export Complete

<table>
<thead>
<tr>
<th>36</th>
<th>PDF Page Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>32.3 MB</td>
<td>PDF File Size</td>
</tr>
<tr>
<td>400 DPI</td>
<td></td>
</tr>
<tr>
<td>B&amp;W</td>
<td>Color Mode</td>
</tr>
<tr>
<td>0</td>
<td># of Oversize Materials</td>
</tr>
<tr>
<td>30 min</td>
<td>Total Time</td>
</tr>
</tbody>
</table>

**Date of Quality Assurance:** 9/29/17

**Reviewed By:** Ethan

- Centered text block
- Straight text block
- Pages oriented properly
- Consistent page width
- Appropriate color mode
- No missing pages
- No artifacts
- No duplicate pages
- No exposed edges
- OCR sampled

**Notes:**

- Skipped page 19, 10/5/17

**Metadata Exported**

**Uploaded to KU ScholarWorks**

**Database Updated**
<table>
<thead>
<tr>
<th>PILOT</th>
<th>DISPLAY_CALL_NO</th>
<th>Checked Out</th>
<th>Annex</th>
<th>Guillotir</th>
<th>Digitizer</th>
<th>KUSW</th>
<th>Withdrawn</th>
<th>Recycled</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>Thesis 1923 Barker</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>X</td>
<td>Thesis 1923 Barnes, Mamie</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>X</td>
<td>Thesis 1923 Belding</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>X</td>
<td>Thesis 1923 Benson</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>X</td>
<td>Thesis 1923 Brown, Jesse</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>X</td>
<td>Thesis 1923 Brown, Rice</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>X</td>
<td>Thesis 1923 Bruer</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>X</td>
<td>Thesis 1923 Carpenter</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>X</td>
<td>Thesis 1923 Cox</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>X</td>
<td>Thesis 1923 Crawford</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>X</td>
<td>Thesis 1923 Croneis</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>X</td>
<td>Thesis 1923 Cotty</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>X</td>
<td>Thesis 1923 Davis, Ruth</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>X</td>
<td>Thesis 1923 Dickerman</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>
COPYRIGHT

- Digital Copyright Slider

- “This work is in the public domain and is available for users to copy, use, and redistribute in part or in whole. No known restrictions apply to the work.”

- “This item is protected by copyright and unless otherwise specified the copyright of this thesis/dissertation is held by the author.”
EQUIPMENT

Bookeye 4V1A overhead scanner
  - with Opus FreeFlow software

Fujitsu fi-6670 automatic document feeder
  - with PaperStream Capture software

Triumph Cutter 4810-95 guillotine
  - with new blade
BOOKEYE - PROS

- Large, flexible scanning area
- Page splitting function
- Finger removal tool, auto-deskew, auto-content, background removal
- Easy to manage several projects from several operators on a single computer
- Optional foot pedal
BOOKEYE - CONS

- Temperamental – frequent troubleshooting/calibration
- Proprietary – parts and user support
- Expensive to purchase and maintain
- Cannot run multiple processes at once – scanning/exporting
- Faint or glossy pages are problematic – brightness/contrast adjustments
FUJITSU

Pros
- Fast
- Reliable

Cons
- Struggles with non-modern typescript
- Frequent cleaning with older ink migration to rollers, sensor, etc.
- Frequent cleaning with fragments from guillotine, dust, etc.
probably only a small percentage of the members of the various state legislatures gave any thought to the constitutionality of these laws when enacted. With adverse court decisions standing against the 1927 laws, many legislators began to question the possibility of framing a law that would stand when attacked. It would seem that the decision of the United States Supreme Court on the Indiana law, together with further decisions which should be handed down in the near future on the anti-chain store laws before that Court, should clarify the situation to such an extent that the volume of bills introduced will be diminished. Legislators will have something definite to copy in drawing bills of this nature instead of merely going by guess as they have in the past. A significant feature of the 1929 legislative agitation was the inclusion of many of the middle-western states in the list of those who considered anti-chain store bills. Minnesota, Wisconsin, and Illinois were especially active along this line with at least four anti-chain bills making their appearance in the legislatures of each of these states. Missouri, Texas, Indiana, and Iowa also joined the ranks of the agitators for this type of legislation, and while it would not be correct to say the scene had shifted to this section, we certainly can say there has been a spread to these states. Some of the most radical anti-chain

is due to the author’s attempts to produce a desired effect, as the dramatic, in the following passage:

“Surely the loud groans of raging sick men, the struggling pangs of souls departing. In every house grief striking up an alarm. Servants crying out for masters, wives for husbands, parents for children, children for their mothers.”

This passage also shows Dekker’s ability to create effective pictures through a series of quickly woven images.

Not a little of the author’s charm results from his unpretentious and simple diction. His writings are practically free from the euphuistic ornateness of his near contemporaries. Nevertheless, he uses a few ornate phrases, the most common being, “lying in his last inn”, meaning lying in his grave, and speaking of the plague scours as “God’s toilings”. As a whole, Dekker writes in a simple, direct, vivid fashion. Nothing could be more unassuming or straightforward than these passages:

“Being arrived at the gate, where the gentleman or farmer dwelleth, he boldly knolles, inquiring for him by name, and steps in to speak with him. The servant seeing a fashionable per- son tells his master there is a gentleman desires to speak with him. The master cometh and salutes him, but crying with, says he does not know him. “No sir”, replies the other (with a face bold enough). “It may be so, but I pray you, sir, will you walk a burn or two in your orchard or garden.”

THE PHILOSOPHY OF Pío Baroja
with Special Reference
to the
Influence of Nietzsche.

by
Dwight L. Bolinger
A. B., Washburn College, 1920

Submitted to the Department of
Spanish and Portuguese and the
Faculty of the Graduate School
of the University of Kansas in
partial fulfillment of the require-
ments for the degree of
Master of Arts.

Thesis
1932
Bolinger

Approved by:
STANDARDS

- 400 ppi capture resolution
- Black & White (Bitonal), Grayscale, or Color (RGB) as necessary
- Scanning as TIFs, but not keeping the TIFs
- Begin with title page, not front cover (unless a non-generic binding was used)
- File naming convention [author’s last name]_[publication date]_[bibID].pdf
STANDARDS

- Centered text block
- Straight text block
- Pages oriented properly
- Consistent page width
- Appropriate color mode
- No missing pages
- No duplicate pages
- Pages are in reading order
- No physical artifacts
- No digital artifacts
- No exposed page edges
- No bleed through
- Page numbers visible
- Text is in focus
- No wavy text
- No distorted text
QUALITY ASSURANCE

- 100% vs. sampling
- Quality vs. quantity
- Performing Optical Character Recognition and save as PDF-A using Adobe Acrobat
In the period from 1912-14, an irrigating plant was installed, but other improvements were delayed, and the buildings which were old and deteriorated were kept in condition only by the expenditure of considerable amounts of money and labor.

The superintendent installed motion pictures and expanded other recreations, including baseball and other sports. There was also an extension service of the Y. M. C. A., and each year at Christmas Washburn college students conducted Bible classes. The Rev. H. J. Corwine had succeeded Mr. McKirahan as parole agent-chaplain. The University of Kansas education department began to cooperate in giving Binet tests to the boys; and the analysis of these tests was reported to the parents with the purpose of suggesting methods by which the parents might cooperate in helping their sons.

These improved techniques and extensions of institutional treatment were, however, counterbalanced by certain other factors: "The large number of commitments, the largest number received in any previous biennial period, the daily population in excess of the maximum accommodations, coupled with the fact that the equipment of the school is largely antiquated and obsolete, show the necessity..."
@ 12 months = 600 uploaded
@ 16 months = 781 uploaded
@ 22 months = 1,013 uploaded
Average file size = 33 MB
Average number of pages = 113 pages
Uploaded batches every 2 weeks
Averaged 2 hours per volume, including review, capture, processing, QA, upload.
INSTITUTIONAL REPOSITORY

- [https://kuscholarworks.ku.edu](https://kuscholarworks.ku.edu)
- DSpace
- support Open Access
- retroactively scanning Permission to Publish Forms and Release Forms
- embargo policy
- batch upload using SAFBuilder
A study of the solubility of nitrates in anhydrous acetic acid

Description
Thesis (M.A.)--University of Kansas, Chemistry, 1932.

URI
http://hdl.handle.net/1808/25170

View/Open

geer_1932_3425260.pdf (32.30Mb)

Issue Date
1932

Author
Geer, Harriet Allyn

Publisher
University of Kansas

Type
Thesis

Degree Level
M.A.

Discipline
Chemistry

Rights
This work is in the public domain and is available for users to copy, use, and redistribute in part or in whole. No known restrictions apply to the work.
A study of the solubility of nitrates in anhydrous acetic acid

- dc.contributor.author: Geer, Harriet Allyn
- dc.date.accessioned: 2017-10-19T15:07:01Z
- dc.date.available: 2017-10-19T15:07:01Z
- dc.date.issued: 1932
- dc.identifier.uri: http://hdl.handle.net/1808/25170
- dc.language: eng
- dc.publisher: University of Kansas
- dc.rights: This work is in the public domain and is available for users to copy, use, and redistribute in part or in whole. No known restrictions apply to the work.
- dc.title: A study of the solubility of nitrates in anhydrous acetic acid
- dc.type: Thesis
- dc.thesis.degreeDiscipline: Chemistry
- dc.thesis.degreeLevel: M.A.
- kusw.bibid: 3425269
None of the project theses have made it into the Top 10 for downloads 😞

Since project began in February 2016, the 6,325 ETDs have been downloaded 958,740 times

User feedback

Working more efficiently with ILL department
OTHER CONSIDERATIONS

- Redaction of advisors and committee members’ signatures
- Make contact with author via advisors or committee members
- Add missing page targets, similar to what you might see on microfilm
- Ability to cut out oversize materials allows for the best possible scans (and makes for great office art too!)
- Fixing cataloging mistakes
- Physically verifying every volume exists in annex (and that it really is the best copy!)
OTHER CONSIDERATIONS

- Politics of destroying library materials, esp. ‘distinctive collections’
- Start collecting boxes for recycling now
- Long-term digital preservation
- Easy subjects (math, music, English) vs. hard subjects (education, engineering, foreign language)
- Opportunity to expand alumni/donor relations and gift back to authors
- Relocation of materials to another institution
FUTURE

- More done, faster. But how?
- Divide and conquer (in-house and outsource)
- Is it more about freeing up physical space faster or providing digital access faster? Or both?
QUESTIONS?

Jocelyn Wehr
Digitization Services Coordinator
University of Kansas Libraries
jocelyn@ku.edu