



Digital Maryland

is a statewide digitization program headquartered at the Maryland State Library Resource Center / Enoch Pratt Free Library. [Learn More...](#)

Frances Benjamin Johnston Photographs of the U.S. Naval Academy



[This collection](#) of photographs of the United States Naval Academy was taken by Frances Benjamin Johnston in 1893. She captured both the institution and life of the cadets/midshipmen. Johnston graduated from the Notre Dame of Maryland Collegiate Institute for Young Ladies, and studied at the Académie Julian in Paris and the Washington

Student League. She opened her own Washington, D.C. studio in 1894.

Dairy Barns of Montgomery County



[This collection](#) of photographs by Richard Rowe documents the history of dairy farming in Montgomery County. The B & O Metropolitan Branch gave a boost to dairy farming in the county and at one point in the 1950s, there were over 300

family-operated dairy farms. That number has rapidly declined and many of the barns captured by Rowe no longer exist.

Featured Collections



Search the collections:

All collections

Tip: searching for farm will find farm, farmer, farming, farmland, etc.*



Digital Maryland Mission Statement

to facilitate the digitization and digital exhibition of the historical and cultural documents, images, audio and video held by Maryland institutions



Services Performed by Digital Maryland

Digital Portal

Scanning Services

Host Collections

Education and Outreach

Standards

Consultations

Network

Harvest to DPLA (Digital Public Library of America)

Why Digitize?

Access to Collections

- Increase usability of materials otherwise inaccessible due to condition
- Increase access/reach of collections to Patrons and Researchers
- Increase visibility of institution and collections

Preservation of your Records

- Limits the physical use of fragile collections
- Digitization does not replace proper physical preservation of documents
- Disposing of historical content once digitized is not recommended

Considerations

Time

Costs

Standards

Platform

Copyright

What is Involved in Digitization?

1. Selection
2. Metadata aka cataloging
3. Image Acquisition
4. Reformatting
5. Sharing

Selecting

Project scope and capacity

Original and unique

Not previously digitized

Physical format and size

More Selection Considerations

Quality

Subject matter

Knowledge about item

Processed, cataloged or described

Rights and access

Metadata

Data that provides information about other data

Descriptive metadata

Many standards

Qualified Dublin Core

Dublin Core Fields

- Title
- Creator
- Subject
- Description
- Publisher
- Contributor
- Date
- Type
- Format
- Identifier
- Source
- Language
- Relation
- Coverage
- Rights

Qualified Dublin Core

abstract	date	isPartOf	relation
accessRights	dateAccepted	isReferencedBy	replaces
accrualMethod	dateCopyrighted	isReplacedBy	requires
accrualPeriodicity	dateSubmitted	isRequiredBy	rights
accrualPolicy	description	issued	rightsHolder
alternative	educationLevel	isVersionOf	source
audience	extent	language	spatial
available	format	license	subject
bibliographicCitation	hasFormat	mediator	tableOfContents
conformsTo	hasPart	medium	temporal
contributor	hasVersion	modified	title
coverage	identifier	provenance	type
created	instructionalMethod	publisher	valid
creator	isFormatOf	references	

Minimum Metadata for DPLA

- Title
- Identifier
- Rights
- Persistent URL

Reformatting considerations

- Resolution/PPI-DPI
- File formats
- Image mode
- Naming conventions

Reformatting

Federal Agencies Digitization Guidelines
Initiative (FADGI),

Technical Guidelines for Digitizing Cultural
Heritage Materials

Reformatting Standards

Archival/Master Image

- Tiff
- Jpeg

Access

- Jpeg
- Pdf

Reformatting Standards

Manuscript and other text documents

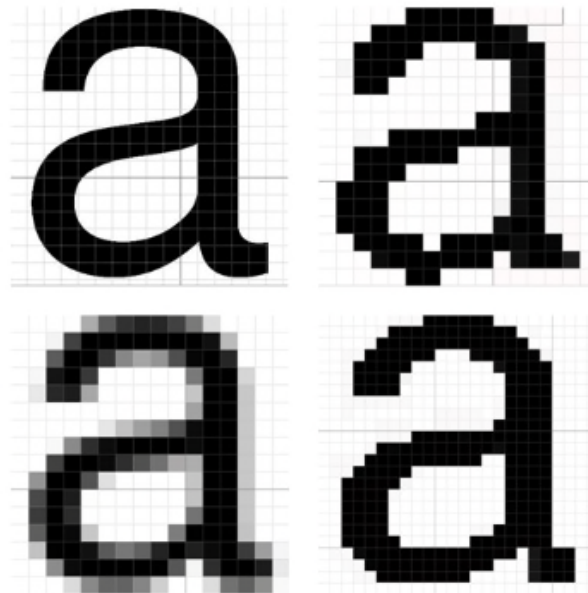
- 300-400 dpi

Photographs

- 300-600 dpi

Maps

- 300-400 dpi



When to outsource

- High-volume production
- Quick turnaround
- Limited budget

Dictate Project Needs to Vendor

- Specify file format
- Resolution requirements
- Metadata
- Conservation of damaged media
- Delivery methods
- Quality control plan
- Communitie issues

Challenges to in house digitization

- Equipment and software
- Quality control
- File storage
- Workflows

Storage & Access

- Place files in secure storage
- Create multiple backups , at least one in a different location
- Do not access archival unless necessary
- Plan for long-term digital preservation of files



Workflows



Digital Asset Management (DAM)

Manage tasks and decisions for ingestion, annotation, cataloging, storage, retrieval and distribution

Open source or proprietary

Digital Asset Management (DAM)

Open source – allows customization

Proprietary – what you see is what you get



DIGITAL
MARYLAND

Promoting collections

Social media . . .

Digital Maryland
Non-Profit Organization

237 likes +3 this week
Webbie Pratt

75 post reach this week

See Pages Feed
Posts from Pages you've liked as your Page

Invite friends to like this Page

Boost Your Page for \$5
Reach even more people in United States

Digital Maryland
@digitalmaryland
Digital Maryland is a collaborative, statewide digitization program to facilitate digitizing Maryland's cultural holdings #digitalmaryland

digitalmaryland.org
Joined March 2014
26 Photos and videos

Digital Maryland @digitalmaryland · 1h
G. Krug & Son restoring ironwork from the Marlborough, which housed Cone sisters & their art gkrugandson.com/index.html

TWEETS 64 FOLLOWING 269 FOLLOWERS 281 LISTS 2

Who to follow · Refresh · View all

- Membership Avenue @Me... x Follow Promoted
- SLA-New York @SLANewY... x Follow
- LISNews.org @LISNews x Follow

DPLA Service Hub. . .



Primary Source Sets

Fresh perspectives on history, culture, & literature



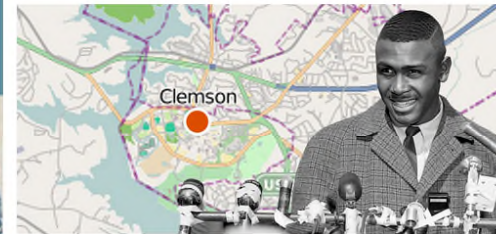
A Wealth of Knowledge

explore 11,776,547 items from libraries, archives, and museums



Exhibitions

[View all »](#)



Explore by Place

[Map »](#)

Explore by Date

[Timeline »](#)



1946 1947 1948 **1949** 1950 1951 1952

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