

IMLS Grant Conference Call—March 23, 2005

1. Jim Rettig reported that the project's no-cost extension request was sent to IMLS via FedEx last week and delivery has been verified..
2. Rachel Frick reported on discussions with ByteManagers during the past week. UR had contracted with ByteManagers to do work beyond what the project budget can support—i.e., create image and text files for the Philadelphia *Ledger* and the *Liberator*. ByteManagers has encountered the same problem with the *Ledger* that Digital Divide has encountered with the Richmond *Dispatch*. As with the *Dispatch*, the *Ledger* was printed with very dense type and the quality of the image on the microfilm is such that it is labor intensive to achieve clean and viable OCR results. The arrangement has been renegotiated to image and double key these newspapers, starting with the *Liberator*. Cost is \$0.48/1,000 characters. Cost is estimated at \$25,000 for the *Liberator*; when work is complete on the *Liberator*, we will determine how much text data we can provide for the *Ledger*. It is highly likely we will provide text for select issues only, but will be able to provide page images and page level data for the *Ledger*. We will ask ByteManagers to add metadata indicating if a file is the result of double keying, OCR, or a combination of the two; we do not yet know if this is possible.
3. FEDORA—UR people have been taking UNIX classes.
 - a. Andrew Rouner and Rachel Frick have been talking with people at UVa about the content model developed there for newspapers. Andrew has been waiting for release of FEDORA 2; it moves from METS to FOXML (FEDORA Object XML?).
4. K-12 outreach—Perseus has not done active K-12 outreach. However K-12 people find Perseus and use its databases. The Civil War project offers significant opportunities to tie into the Standards of Learning in Virginia.
5. Semi-annual report to IMLS is due March 31. The report will cover the following (with individual responsible for each topic cited parenthetically):
 - a. October 2004 conference (Rachel has report on survey results; Pat, Jim G, and Bob will supplement this)
 - b. No-cost extension request (Jim R)
 - c. Scope of work on the Philadelphia *Ledger* and the *Liberator* (Rachel)
 - d. Progress on developing best practice guidelines, including cost/benefit (Rachel; we will cite our document providing guidelines for working with vendors)
 - e. Progress on implementation of FEDORA at Richmond (Andrew and Nancy)
 - f. Alison has something else in the works.
 - g. All sections are due to Jim Rettig on Monday, March 28. He will distribute a draft for review on Match 30.
6. The group reviewed the assessment plan. Because of the delays the project has encountered, the schedule for some assessment activities were modified. (See attached revision for particulars.)

- a. Bob, Jim G, and Pat will put together of brief questionnaire to send to participants in the October 2004 conference lest we be forgotten and to update them on progress. Questions may ask if they are using online primary resources in different ways; plans for any new courses which our project will help, etc. We need to send this out in May before academics leave their campuses for the summer.
7. Bob Kenzer will determine availability of Richmond city directories from the early 1860s and years just after the war. He will report his findings to the group.
8. Because this call was held late in the month, we do not need an April call. Kirsten Stank will schedule the next call for early May.