How to Support State Agency Digitization Efforts

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Current Digitization Process for North Carolina State Agencies

- Contact North Carolina State Archives
- Referred to Imaging Guidelines: http://www.ah.dcr.state.nc.us/records/e_records/default.htm#dig
- Archives offers guidance as time permits

**Pros**
- Well-established imaging guidelines
- Known support from the State Archives

**Cons**
- Specific focus on digitization of records
- No support for accessing and preserving digitized assets
State Library of North Carolina and North Carolina State Archives work together to:

- Establish and maintain imaging/metadata standards for publications and records
- Offer guidance, consulting services, and training
- Track databases of digitized government info.
- Facilitate access to digitized assets through a government portal and a central repository
- Preserve digitized government information
Getting from Here to There

- Establish a formal Digitization Program Plan
  - Vision, goals, and objectives of Digitization Program
- Meet with State Agencies to learn
  - What they’re digitizing
  - The standards being used
  - How the information is being accessed
  - How the information is being preserved
  - How the State Library/State Archives can help in their efforts
Getting from There to Here

- Update imaging standards
- Establish minimum metadata standards
- Establish a digital deposit process
  - Deposit digitized assets with State Library/State Archives for ingest into a centralized repository and long-term preservation
  - Alert State Library/State Archives to new databases of digitized government information for addition to the portal
- Develop training program for state agency staff
- Offer consulting and guidance throughout process
Discussion

- Is your state currently supporting state agency digitization? If so, how?

- If not, what do you see as major stumbling blocks to this?

- What is your vision of a centralized state agency digitization program?

- Do you have any general comments or questions?