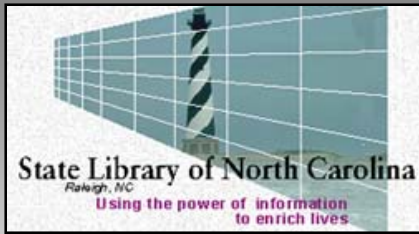


# How to Support State Agency Digitization Efforts

**Presented by Christy Allen**

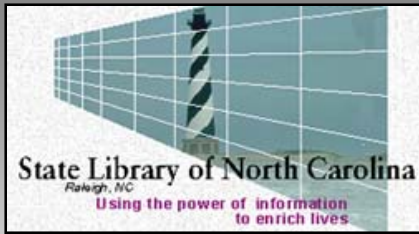
Digitization Projects Manager  
State Library of North Carolina

**Best Practices Exchange: Libraries & Archives in the Digital Era  
May 3rd 2007**



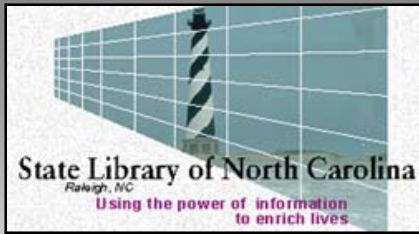
# Current Digitization Process for North Carolina State Agencies

- Contact North Carolina State Archives
- Referred to Imaging Guidelines:  
[http://www.ah.dcr.state.nc.us/records/e\\_records/default.htm#dig](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



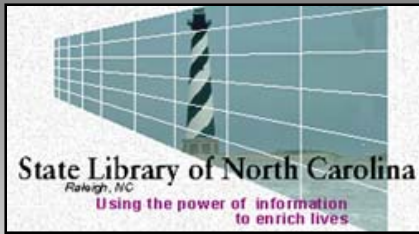
# Vision of a Centralized Digitization Program

- 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



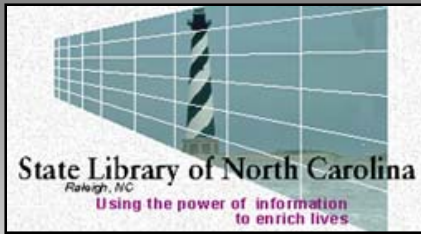
# Getting from Here to There

- 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?