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Surveying Digital Collections Stewardship in Nebraska [Original Survey Form]


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Surveying Digital Collections Stewardship in Nebraska

Start of Block: Introduction

Welcome to the *Digital Collections Stewardship in Nebraska* survey page. Please see below for more information about this survey.

Title of Research Project: Digital Collections Stewardship in Nebraska.

Length of Survey: 20 questions | approximately 10-15 minutes.

Purpose: This survey is intended to gather information on curation and preservation activities for digital collections in libraries, archives, and museums (LAMs) in Nebraska in order to gain a better understanding of digital preservation readiness across the state.

In addition, the principal investigators intend to augment the survey results by conducting an on-site interview in the summertime. The interview will follow similar questions asked in this survey in order to gather further information about the managing and preserving digital collections. There is an opportunity at the end of the survey to participate in the on-site interview.

Principal Investigators: Jenny Thoegersen (jthoegersen2@unl.edu) and Blake Graham (blake.graham@unl.edu), University of Nebraska-Lincoln Libraries.

Use of the Survey Data: All information gathered in this research project will remain confidential. The principal investigators will review, interpret, and analyze the results once finalized, and publish the findings in a scholarly journal with identifying information omitted.

Other Information: This research project has been reviewed and exempt from the Institutional Review Board at the University of Nebraska-Lincoln.

Please contact the investigators if you have any questions when filling out the survey. We hope to have a high response rate. Thank you for participating!

End of Block: Introduction

Start of Block: Demographics

Q1 Is your organization located in Nebraska?

- Yes (1)
- No (2)

Skip To: End of Survey If Is your organization located in Nebraska? = No

Q2 How does your organization or unit identify? (Please check all that apply.)

- Library (1)
- Archives (2)
- Museum (3)
- Historical Society (4)
- None of the above (5)

Skip To: End of Survey If How does your organization or unit identify? (Please check all that apply.) = None of the above

Q3 How many people work in your organization?

- Full-time (1) _____
 - Part-time (2) _____
 - Volunteers (3) _____
 - Interns (4) _____
-

Q4 What is the general population size of the designated community that your organization serves?

- Very small (0 - 9,999) (1)
- Small (10,000 - 24,999) (2)
- Medium (25,000 - 99,999) (3)
- Large (100,000 - 449,999) (4)
- Very Large (>500,000) (5)

End of Block: Demographics

Start of Block: Digital Content

Q5 What metadata standards are applied in your organization? (Check all that apply.)

- Dublin Core Metadata Initiative (DCMI) (1)
 - Visual Resources Association Core (VRA Core) (2)
 - Metadata Object Description Schema (MODS) (3)
 - Metadata Encoding and Transmission Standard (METS) (4)
 - Encoded Archival Description (EAD) (5)
 - Machine-Readable Cataloging record (MARC or MARC21) (6)
 - Text Encoding Initiative (TEI) (7)
 - Encoded Archival Context (EAC-CPF) (8)
 - Library of Congress Subject Headings (LCSH) (9)
 - Getty Thesaurus of Geographic Names (TGN) (10)
 - Resource Description and Access (RDA) (11)
 - Describing Archives: A Content Standard (DACS) (12)
 - Locally defined/developed (13)
 - Other: (14) _____
 - Not sure (15)
-

Q6 What types of unique or locally significant collections are in the care of your organization?
(Check all that apply.)

- Photographs (1)
- Diaries, scrapbooks, or correspondence (2)
- Newspapers (3)
- Official or institutional records (4)
- Audio recordings (5)
- Video recordings (6)
- Microfilm (7)
- Maps (8)
- Books or monographs (9)
- Born-digital materials (10)

End of Block: Digital Content

Start of Block: Standards and Practices

Q7 How much of your organization's collections have been digitized?

- None of it (1)
- Some of it (2)
- Nearly half (3)
- Most of it (4)
- All of it (5)

Skip To: End of Block If How much of your organization's collections have been digitized? = None of it

Q8 Does your organization perform in-house digitization?

Yes (1)

No (2)

Q9 How large is your entire digital collection?

<500 items (1)

501 - 5,000 items (2)

5,001 - 50,000 items (3)

50,0001 - 100,000 items (4)

>100,000 items (5)

Not sure (6)

Q10 Please estimate the storage volume of your digital collections (in GB):

Q11 What file formats are you currently using or collecting? (Check all that apply.)

PDF or PDF/A (1)

DOC or DOCX (2)

PPT or PPTX (3)

CSV or TSV (4)

XML (5)

HTML (6)

TIFF (7)

JPEG (8)

JPEG 2000 (9)

PNG (10)

GIF (11)

MPEG (12)

WAV (13)

MOV (14)

MP3 (15)

MP4 (16)

AVI (17)

Other: (18) _____

Not Sure (19)

Q12 How are your digital collections stored?

- One master copy stored (1)
 - Two or more master copies stored in the same location (2)
 - Two master copies stored at different locations (3)
 - At least three master copies, where one is stored at a different location (4)
 - Other (5) _____
 - Not sure (6)
-

Q13 How much of your digital content is only stored on external media (e.g. floppy disks, CDs, flash drives)?

- None of it (1)
 - Some of it (2)
 - Nearly half (3)
 - Most of it (4)
 - All of it (5)
-

Q14 How often is each action performed on your digital content?

	Once during creation or accessioning (1)	During intervals (e.g., once a year) (2)	At random (3)	Never (4)	Not sure (5)
<u>Checksum/File Fixity</u> (1)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Virus Check (2)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
File Format Normalization (3)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q15 Does your organization have an inventory of its digital content?

- Yes (1)
- No (2)
- Not sure (3)

Q16 Which of the following platform(s) are used to manage or provide access to your digital content? (Check all that apply.)

CONTENTdm (1)

DSpace (2)

Luna Imaging (3)

Digital Commons (bepress) (4)

Islandora (5)

PastPerfect (6)

Social Media Platform (photo-sharing site, video hosting site, blog, etc.) (7)

Integrated library system (ILS) (8)

Other: (9) _____

No platform is currently used (10)

Q17 Do you have any policies related to copyright and intellectual property for collections?

Yes (1)

No (2)

Not sure (3)

Q18 Does your organization have any copyright challenges to creating, preserving, or providing access to digital collections? If so, please describe the nature of those challenges.

- Yes (4) _____
- No (5)
- Not sure (6)

End of Block: Standards and Practices

Start of Block: Participation

Q19 For materials NOT digitized in your collections, please identify the reason(s) why they have not been digitized? (Check all that apply.)

	Major Barrier (1)	Minor Barrier (2)	Not a Barrier (3)
Inadequate technology or equipment (1)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Insufficient staff time (2)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Insufficient training or expertise (3)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Issues with applying for or administering grants (4)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Rights management issues (5)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Insufficient funds (internally) (6)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lack of interest (7)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other: (8)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q20 Are you (or do you know someone who is) willing to participate in an on-site interview of your digital collections? As a follow-up to this questionnaire, we would like to contact you and schedule a visit in the summertime. The visit would be brief, with attention given to exploring the information already answered in this survey.

Interested parties contact info: (1)

no thanks (2) _____

End of Block: Participation
