

FINAL PERFORMANCE REPORT

Grant No.: PW-50625-10

Mapping the Southwest

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Introduction

The Mapping the Southwest project, led by the University of North Texas, is pleased to submit this final report to the National Endowment for the Humanities (NEH). Herein, we summarize activities undertaken between the project start date, May 1, 2010 and project completion date, April 30, 2013.

The University of North Texas (UNT) Libraries and their partner, the University of Texas at Arlington (UTA) Libraries Special Collections, are very grateful to NEH for this *We the People Grant* which provided generous support for digitizing and making available online 5,000 historically significant maps.

Project Highlights

The Mapping the Southwest project has been completed successfully on-schedule and in-budget. Highlights of this collaborative project's accomplishments in the last three years include scanning more than 5000 maps, creating MARC records and Dublin Core metadata records for each map, providing full and open access to the maps, and promoting the availability of the maps through our Portal to Texas History.

This final report briefly describes the Mapping the Southwest project activities and accomplishments in our six work areas, and a discussion of achievements, issues faced and resolved, and lessons learned that may be of benefit to others. Additional detail is provided in some areas with appendices.

Mapping the Southwest Project Aims

Through the Mapping the Southwest collaborative project, the University of North Texas (UNT) Libraries and the University of Texas at Arlington's Libraries Special Collections identified, digitized, and made available online 5,000+ historically significant maps. The collection includes maps dating from 1493 to the present and features noted cartographers. While containing maps of all parts of the world, the collection particularly emphasizes the region of the Gulf Coast and the Greater Southwest, which has been defined as the area comprising the state of Texas and the other southwestern states annexed by the United States after the U.S. War with Mexico of 1846-1848. All of the maps digitized for this grant project are available online for free public access through UNT's Portal to Texas History at <http://texashistory.unt.edu/explore/collections/UTAM/>.

Project Activities

The overall work plan consisted of six major work areas. The work areas are:

1. Catalog maps without existing MARC records
2. Prepare the maps for transport
3. Capture and process digital images of the maps

4. Create software to automate import of MARC data to populate the metadata template
5. Create or enhance metadata
6. Assess quality of the digital images, cataloging, and metadata

The following sections discuss activities in the above mentioned six major work areas of the project.

1. Catalog maps without existing MARC records

One of the major areas of UTA's involvement was cataloging maps that lacked prior cataloging records. In July, 2010, the University of Texas at Arlington hired a new cataloger to work on this project. Hiring student assistants proved to be more difficult particularly during the summer months, which caused delays in preparing the maps for the cataloging process. As a result, the project members made a significant change to the project work plan. Originally we had planned for the maps to be cataloged at UTA before coming to UNT for scanning. However, in order to facilitate the scanning process and to accomplish the quantities promised in the grant proposal on time, we modified our workflow. Maps came to UNT for scanning and then were returned to UTA for cataloging. UTA cataloged maps from most batches retrospectively, in time to complete the metadata descriptions.

2. Prepare the maps for transport and digital capture

Another major area of UTA's involvement was packing the maps for transportation to the UNT digitization lab. In the early phase of the project, we purchased the needed packaging materials, and the UTA staff trained the UNT scanning team on their requirements for handling the maps. Over the duration of the project, the UNT and UTA groups created, tested, and revised packing procedures that incorporated detailed inventories that could be verified by both groups. UTA maintained records of items sent, their general condition and value, and historical data. The UTA group generated a "pull list" from their database to physically retrieve the maps for packing. Maps were prepared, arranged, and packed by size which allowed for a smooth and efficient unpacking process and facilitated the scanning workflow that was based on map dimensions to increase efficiency. UTA also informed UNT of maps that would require special handling.

UNT modified its workflows as needed, settling on maps being packed after scans were completed and the quality of the digital surrogates had been assessed.

We also revised the pick-up and delivery schedule from 15 to 14 trips and saved on costs while still spreading the work out evenly. The revised map pickup and drop-off schedule for the whole grant life cycle is shown in Appendix 3.

3. Capture and process digital images of the maps

As planned, UNT employed the Better Light Scan Back System (see Figure-1) to digitize the majority of the items for this project. After digital capture, the image files were processed for optical and color accuracy. A ruler and a color chart were captured with each map to allow for 1:1 image resizing and color comparison. The Better Light software used a digital focusing system that produced images at maximum sharpness. To ensure the best capture of maps with varying dimensions and surfaces, the Digital Imaging Technician typically set up and recalibrated equipment and lighting several times during the scanning of each batch of maps.

UNT added a dedicated flatbed scanner, the Epson 10000XL, to scan items 8" x 10" or smaller more efficiently than with the Better Light. For extremely delicate items, UNT made use of its existing Zeutschel Omniscan 10000TT planetary scanner. For small books or atlases associated with the map collection, UNT scanned and processed the files with OCR (Optical Character Recognition) software to make these items fully text searchable.



Figure-1 Capturing Digital Images of the Maps with the Better Light Scan Back System

To improve overall production speed, UNT hired a half-time student worker from other library funds to assist the Digital Imaging Technician with scanning and file processing duties. Scanning workflows and procedures were modified based on experience gained early in the project. As a result, scanning efficiency increased from 30 maps per week to more than 70 maps per week.

4. Create software to automate import of MARC data to populate the metadata template

As mentioned under work area #1, delays in hiring cataloging staff at UTA resulted in a change of workflow - maps came first to UNT for scanning and then were returned to UTA for cataloging. Since MARC records were not ready for the batch ingest of scanned images into UNT's digital library system, the project did not need to create software to automate MARC importation to UNT's metadata template. At the January 2011 project members meeting, UNT and UTA agreed jointly to proceed without an automated MARC to UNTL conversion script. This decision also affected metadata creation (work area #5).

5. Create or enhance metadata

As mentioned above, since the project lacked MARC records for many of the maps at the time of uploading map images into the digital library system, UNT and UTA jointly made changes in the work plan related to metadata creation for the maps. Instead of auto-MARC import, UNT populated the metadata template with “short records” that provided basic retrieval information. The UTA metadata team then added additional information to complete the records. All of the 5,181 digitized maps now have complete metadata and, as can be seen in the screen capture below (Figure-2), are visible to the public with all digital library functionalities.

The screenshot shows the 'THE PORTAL TO TEXAS HISTORY' website. The navigation bar includes 'Home', 'Search', 'Explore', 'About', and 'Help'. Below the navigation bar are three tabs: 'About this Collection', 'Explore this Collection', and 'Explore all Collections'. The main content area is divided into a left sidebar with filters and a main search results area.

Filters:

- County:**
 - Tarrant County, TX (182)
 - Dallas County, TX (116)
 - Denton County, TX (94)
 - Galveston County, TX (31)
 - Baltimore County, MD (19)
 - More...
- Decade:**
 - 2000-2009 (42)
 - 1990-1999 (246)
 - 1980-1989 (112)
 - 1970-1979 (39)
 - 1960-1969 (25)
 - More...
- Language:**
 - English (4,596)
 - French (299)
 - Spanish (164)
 - German (137)
 - Latin (95)
 - More...
- Serial/Series Title:**
 - Flood Insurance Rate Maps (374)
 - Flood Insurance Rate Map: Tarrant County, Texas and Incorporated Areas (119)
 - Flood Insurance Rate Map: Denton County, Texas and Incorporated Areas (89)
 - Flood Insurance Rate Map: City of Dallas, Texas, Dallas, Denton, Collin, Rockwall and Kaufman Counties (44)
 - Flood Insurance Rate Map: Dallas County, Texas (Unincorporated Areas) (40)
 - More...

Search Results:

Search Inside the Map Collections from the University of Texas at Arlington

Everything | Books | Maps | Photos | Newspapers


Search term: | | | [Advanced Search](#) | [Search Help](#)

You limited your search to:

- Collection: Map Collections from the University of Texas at Arlington


Results 1 - 10 of 5,181 | | | | | |

Secunda etas mundi.




Date: [1493]
Creator: Schedel, Hartmann, 1440-1514
Description: Map shows the pre-Columbus world, based on Ptolemy's Geographia. Jerusalem is at the center of the map; the Indian Ocean is an enclosed area; and Scandinavia, southern Africa and the Far East are not shown. Twelve winds, depicted as heads surrounding the map, are named as well as major places. Relief shown pictorially. Scale not given.
Contributing Partner: University of Texas at Arlington Library

[Map of Isola Spagnola]



Date: [1534]
Creator: unknown
Description: Map shows buildings representing settlement of Isabella on the [Isola] Spagnola [later Hispaniola]. Includes text above and below map [in Italian] describing the qualities of the Isola Spagnola. Relief shown pictorially. Scale not given.
Contributing Partner: University of Texas at Arlington Library

Tabula nouarum insularum, quas diuersis respectibus Occidentales & Indianas uocant.



Date: [1540?]
Creator: Münster, Sebastian, 1489-1552
Description: Map shows known mid-sixteenth century geography of the Western Hemisphere. Scale not given.
Contributing Partner: University of Texas at Arlington Library

Figure-2: The [UTA Map Collections](#) in The Portal to Texas History, as of July 2012:

6. Assess quality of the digital images, cataloging, and metadata

The UNT Libraries investigates new tools and techniques in an ongoing manner in order to provide the highest level of image capture for all formats it digitizes. In addition to image capture, the quality control process is systematically reviewed during the digitization process in order to address and correct any problems that show up in a given workflow.

During the Mapping the Southwest project, there were two instances where the imaging and quality control workflow was adjusted because of anomalies that were discovered during the digitization process. First there were 58 map images that suffered from pixel anomalies caused by vibrations in the camera system. These vibrations were identified as being caused by construction in other portions of the library which caused the floor in the digitization facility to move enough to cause artifacts in the final images. These images were flagged for re-scanning later in the process. In another situation the imaging technician on the project noted that colors associated with the embedded color profiles in images were not being rendered correctly across different browsers. This ended up being a problem with how the ingest system for The Portal to Texas History created derivative images from each master TIFF and was fixed, and previously processed images had new derivative images created for the system.

As an outcome of previously mentioned quality control issues, UNT instituted the process of examining scans at least two times after scanning and before clearing the digital items for ingest, and the physical items for delivery back to UTA. This helped to ensure that maps were re-scanned immediately if any errors were detected. Detecting and correcting most errors early in the process allowed UNT to save time by minimizing the number of requests for items to be re-sent in order to be re-scanned later in the project. Before ingest, a final round of quality control was executed as a sanity check on the naming conventions, file organization, and imaging standards. These final quality assurance steps were programmatic in nature but identified a small number of anomalies that were easily corrected before ingest.

Metadata quality was addressed during the project in a variety of ways. First as questions about crosswalks between MARC and the UNTL metadata format were raised, the UNT metadata team was consulted and all decisions were documented in correspondence with all project members via the project management system Basecamp as well as in metadata documentation used for the project. (See Appendix 4) During the metadata entry phase UNT monitored the records created by UTA staff and made suggestions for changes during the process. Finally any errors, omissions, or other anomalies identified in the newly created metadata records were quickly and efficiently corrected via The Portal to Texas History's edit system.

Project Audiences

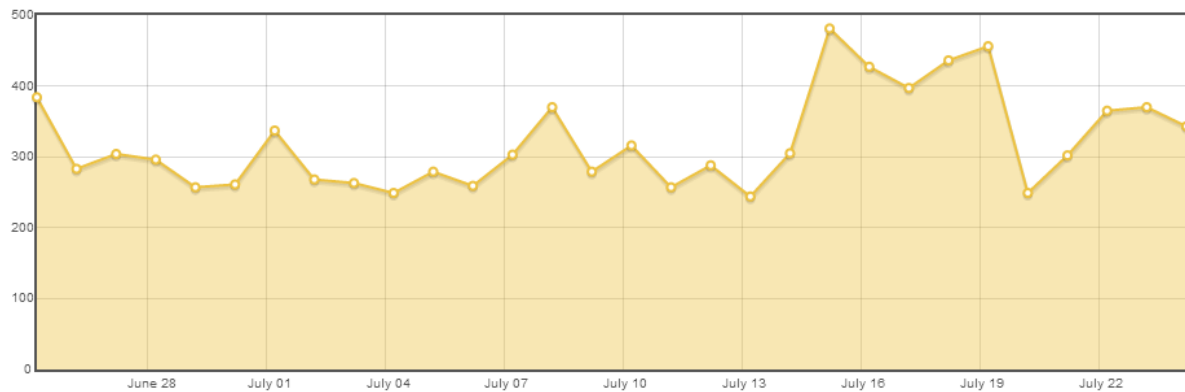
All of the maps digitized for this grant project are available online for free public access through UNT's Portal to Texas History: <http://texashistory.unt.edu/explore/collections/UTAM/browse/>. Digital objects displayed on the Portal have already been optimized for indexing by various search engines, such as Google and Bing. The UNT Libraries compile usage statistics for digital resources they manage, which can be viewed by any user at any time. As can be seen from Figure-3, the newly created Mapping the Southwest collection has been used more than 109,000 times.

During the project the UNT Libraries noticed an increase in the number of questions and comments being routed through the Digital Libraries' Comment system pertaining to maps. These questions and comments ranged from a question about the availability of maps for purchase or if they were available for reproduction. There were a number of instances where authors were seeking rights information about including a copy of the map image in a forthcoming book or article. In a few situations there were municipalities who were interested in using copies of the digitized maps to showcase a historic view of their county via their county website. Finally there were several occurrences of blog posts which referenced a specific map in the UTA collection and a series of comments between blogs and Facebook resulted in a spike of user activity around the map, its metadata and the history of the place being described in the map. UNT has found that as we increase the number of high quality, well-described digital resources freely available on the Web, users will find, and interact with these resources in unexpected and exciting ways.

Statistics for Map Collections from the University of Texas at Arlington

Item Usage More Data

109,234 Total Uses / 5,254 Total Items (12,310 files) / 5,181 Visible / 73 Hidden



Usage by Month/Year

Year	January	February	March	April	May	June	July	August	September	October	November	December	Total
2013	6,748	7,890	9,621	9,149	9,143	9,151	7,843						59,545
2012	1,242	1,546	1,619	2,021	2,358	2,361	2,485	3,358	4,007	4,414	4,622	4,398	34,431
2011	567	354	432	364	450	541	534	408	594	683	1,122	1,011	7,060
2010	743	720	591	507	510	714	343	330	384	324	385	340	5,891
2009	0	0	0	0	0	29	118	50	140	508	847	615	2,307

Figure-3: Statistics for [Map Collections from the University of Texas At Arlington](#), as of July 25 2013

Presentations and Promotion

The project is publicized through the UNT and UTA web sites. In addition, staff of The Portal to Texas History promotes the project as part of their regular outreach activities. Project members have also delivered several presentations on the project goals, progress-to-date, and intended outcomes:

- “Mapping the Southwest: UNT-UTA Collaborative Project.” Texas Conference on Digital Libraries, (TCDL-2012): <https://conferences.tdl.org/TCDL/TCDL2012/paper/view/525>
- “Mapping the Southwest” Project: Collaboration for Curation of Wide-Format Items. At Texas Library Association Conference (TLA-2013): <http://www.txla.org/groups/dlрт-programs-2013-627>
- Mapping the Southwest Project: Putting the Region’s Maps Online. Texas Conference on Digital Libraries (TCDL-2013): <https://conferences.tdl.org/TCDL/TCDL2013/paper/view/614>

The final report appendices contain examples of the articles and presentations. Now the project is successfully completed and all 5,000+ maps are available online for free public access, we are planning to continue promoting our UNT-UTA collaborative project by publishing more articles and posting on mapping-related discussion forums as well as professional associations’ listservs and blogs.

Summary and Lessons Learned

The maps in the UTA Special Collections Library were already heavily used by scholars and researchers. By making them available online in the Mapping the Southwest project, the maps will be more broadly available to the academic community and others interested in learning about the Southwestern U.S. region. Our intent in working on this project over the last three years has been to work efficiently and accurately with these materials, protecting the condition of the original material, and to build good working relationships with our colleagues across institutions. Building such a large digital map collection requires a well-developed infrastructure and dedicated support from all stakeholders.

The close working relationship, team spirit, and active engagement by both institutions contributed to a successful completion of the project. Regular project status meetings helped to communicate and evaluate accomplishments in comparison with planned work to ensure targets were met. Although we had a late start at the beginning of the project, the collaborative efforts of both UNT and UTA allowed us to catch up with backlogs and meet the project objectives. Both teams have remained flexible, accommodated some unforeseen situations, and allowed for changes as needed to improve workflows and complete the project on-time and on-budget. For example, from the UTA side, pulling and grouping the maps more consistently by size before packaging them for transport to UNT significantly enhanced efficiency with scanning because changes in map sizes affect the camera set up and lighting. Similarly, from the UNT side, adding a dedicated flatbed scanner for smaller maps and hiring a student assistant to work with our Digital Imaging Technician significantly enhanced overall digitization efficiency.

The project developed documentation that described the process of converting legacy catalog records from both MARC and a local database at UTA into format used at the UNT Libraries by The Portal to Texas History. The documentation covered both the field mapping from one format to another but also the semantic and stylistic differences between the different systems. This documentation when combined with training and systematic monitoring of new metadata creation led to high quality metadata that serves the needs of a broad range of users. The models and methods used for this project are easily adaptable to future projects.

We very much appreciate the funding from NEH that made this work possible and enabled us to make this important collection available to current and future users around the globe. In light of the “We the People” initiative’s goal to encourage and strengthen the teaching, study, and understanding of American history and culture, we believe that our Mapping the Southwest collaborative project contributes significantly to these goals in a number of ways. First and foremost, the project provides online free public access to a significant number of historic or rare maps from the UTA collection which allows for a greater audience that can find, study, and utilize these maps in new and interesting ways. Secondly the project allowed the partners to create or enhance the item level description of a large number of maps in the collection, which improves the discoverability for others to locate and select the map they are interested in viewing. Finally the partnership provides a mechanism through the collaboration to ensure long-term access and preservation of these valuable resources by sharing the long-term responsibility for the management of these digital maps. We enthusiastically look forward to continuing to promote and share the lessons learned from our collaborative project!

=== // ===

Appendices

Appendix-1: Mapping the Southwest Project Members

	#	Name	Contact Address	Roles in the Project
University of North Texas Libraries	1	Cathy Hartman, Associate Dean	Email: Cathy.Hartman@unt.edu Tel. No.: (940) 565-3269	Principal Investigator, UNT
	2	Mark Phillips, Assistant Dean for Digital Libraries	Email: Mark.Phillips@unt.edu Tel. No.: (940) 891-6746	Co-PI and Technical & workflow management (work areas: 3 & 4)
	3	Daniel Alemneh, Metadata Librarian	Email: Daniel.Alemneh@unt.edu Tel. No.: (940) 891-6746	Project management
	4	Jeremy Moore, Lab Manager	Email: Jeremy.Moore@unt.edu Tel. No.: (940) 369-7809	Scanning supervision & quality control (work areas: 3 & 6)
	5	Jerrell Jones, Digital Imaging Technician	Email: Jerrell.Jones@unt.edu Tel. No.: (940) 369-7809	Scanning Technician (Work area: 3)
	6	Dreanna Belden, Assistant Dean for External Relations	Email: Dreanna.Belden@unt.edu Tel. No.: (940) 369-8740	Grant Advisor
University of Texas at Arlington Library	7	Ann Hodges, Special Collections Program Coordinator	Email: ann.hodges@uta.edu Tel. No.: (817) 272-7510	Project Coordinator for UTA
	8	Ben Huseman, Cartographic Archivist	Email: huseman@uta.edu Tel. No.: (817) 272-0633	Supervision of maps handling, transportation, and related activities (work area: 2)
	9	Carolyn Kadri, Special Collections Cataloger	Email: kadri@uta.edu Tel. No.: (817) 272-7153	Supervision of cataloging, training, and metadata quality (work areas: 1, 5, 6)
	10	Leslie Wagner Cataloger	Email: leslie.wagner@uta.edu Tel. No.: (817) 272-3000	Cataloging (work areas: 1, 5 & 6)
	11	Chris McDougal Metadata Specialist	Email: Chris.McDougal@uta.edu Tel. No.: (817) 272-3000	Metadata creation, editing, quality control (work area: 5)

Appendix-2: Maps Pickup-and-Drop-off Schedule

Yr.	Batch #	Schedule	# Maps Picked-up	# Maps Digitized	Remark
Year-1 – [2010-2011]	-	June 10 th , 2010	-	-	The 1 st kickoff meeting held at UTA.
	Batch-1	September 30 th , 2010	098	0098	-All scanned and returned to UTA.
	Batch-2	November 3 rd , 2010	387	0485	-All scanned and returned to UTA.
	Batch-3	January 26 th , 2011	389	0874	-All scanned and returned to UTA. - (2 nd project status meeting).
	Batch-4	April 11 th , 2011	550	1424	-All scanned and returned to UTA
Year-2 – [2011-12]					
	Batch-5	July 14 th , 2011	436	1860	-All scanned and returned to UTA. - (3 rd status meeting).
	Batch-6	September 16 th , 2011	265	2125	-All scanned and returned.
	Batch-7	December 9 th , 2011	643	2768	-All scanned and returned.
	Batch-8	March 9 th , 2012	378	3146	-All scanned and returned.
Year-3 – [2012-2013]	Batch-9	June 12 th , 2012	364	3510	-All scanned and returned to UTA.
	Batch-10	August 17 th , 2012	366	3876	-All scanned and returned. The actual # of maps transported were 424 (366 new + 58 rescan).
	Batch-11	October 23 rd , 2012	460	4336	All scanned and returned.
	Batch-12	January 11 th , 2013	264	4686	All scanned and returned.
	-	January 14 th , 2013	-	-	The 4 th status meeting held at UNT.
	Batch-13	March 13 th , 2013	493	5,063	377 maps (375 FEMA and other 2 unique maps) have been scanned.
	-	April 25 th , 2013	0	5,063	From the last batch, all 118 (Non-FEMA) maps returned to UTA.

Appendix-3: Mapping the Southwest Project Metadata Fields

Appendix-3.1: Mapping the Southwest Project Metadata Field Overview

Pre-Set Fields

- **[Title]** – map identifier
- **Language** – English
- **[Content Description]** – Map of...
- **[Physical Description]** – 1 map : col. ; h x w cm. – Change as necessary
- **Subject (UNTL-BS)** – Landscape and Nature - Geography and Maps
- **Subject (UNTL-BS)** – Places
- **Primary Source** – Yes
- **Collection** – Map Collections from the University of Texas at Arlington
- **Institution** – University of Texas at Arlington Libraries
- **Resource Type** – Map
- **Format** – Image
- **Identifier (Accession or Local Control Number)** – map identifier
- **Note (non-displaying/digital preservation)** – standard digitization information

Fields in [brackets] must be changed; fields that are not in brackets will not change unless there is an exception (e.g., “Language” will remain the same unless the map is not in English)

Appendix-3.2: Mapping the Southwest Project Metadata Field Description

Title		
<i>Main Title</i>	<ul style="list-style-type: none"> • There is a single main title for each item • The title of the map as it appears on the item (including capitalization) • Similar to 245 but does not include the statement of responsibility • In cases where there are multiple maps on a single physical page (or no title printed), create a title in brackets that describes the entire item 	<p>Mapa de los Estados Unidos de Méjico</p> <p>North America.</p> <p>Atlas of the United States: Texas.</p> <p>[Maps from Mitchell's School and Family Geography]</p>
<i>Parallel Title</i>	<ul style="list-style-type: none"> • If the (same) title is in multiple languages, the primary one should be the main title and the secondary one should be a parallel title • If the title is in a foreign language that has been translated or can be easily translated, the English form can be a parallel title 	<p>[Map of the United States of Mexico]</p>
<i>Added Title</i>	<ul style="list-style-type: none"> • If there are multiple titles, additional titles can be entered as added titles • If a main title was created for multiple maps, the individual titles can be included here • If there are important insets, the titles can be added here 	<p>No. 12 Map of the State of Texas: Engraved to Illustrate Mitchell's School and Family Geography</p> <p>Carta de los Caminos &c. Desde Vera Cruz y Alvarado a Méjico</p>
<i>Alternate Title</i>	<ul style="list-style-type: none"> • Used for an abbreviated version (write out terms in title) 	<p>Alex J. Miller Subdivision of the North 2/3 of a 3.055 Acre Tract out of Survey No. 86, Block 14, T. & P. R. R. Co. Surveys.</p>
Creator		
	<ul style="list-style-type: none"> • If creator(s) are known, enter each separately; use authorized forms of names when possible • Creator type/role are required • Add information/statement of responsibility when appropriate • 	<p>Gamble, W. H. (William H.) Person Cartographer "Drawn and Engraved by W.H. Gamble, Philadelphia."</p>

Contributor		
	<ul style="list-style-type: none"> Secondary persons responsible for creating the item (e.g., engravers, printers, authors of text, etc.) 	<p>P.S. Duval & Co. Organization Engraver "P. S. Duval's Steam Lit. Press, Philad'a."</p>
Publisher		
	<ul style="list-style-type: none"> Include name and location (when relevant), information is optional 	<p>White, Gallaher & White New York, New York "Lo publican White, Gallaher y White."</p>
Date		
<i>Creation</i>	<ul style="list-style-type: none"> Format YYYY-MM-DD For a date range (e.g., multiple maps or a range of possible time when the item was created) YYYY-MM-DD/YYYY-MM-DD 	<p>[1665] 1928 1921/1922</p>
Language		
	<ul style="list-style-type: none"> Change/add languages as necessary This field is required; if there is no title/writing on the map that constitute "language" choose "No Language" 	<p>Latin French</p>
Description		
<i>Content</i>	<ul style="list-style-type: none"> Write a brief description in paragraph form which describes the map, including: <ul style="list-style-type: none"> The region/country Kind of map (if relevant) Color markings Features/items marked on map Method of relief (hachures/pictorial/etc.) Meridians/points of reference Scale Insets, notes, any other special features of the map Be sure to note anything on the back Generally, descriptions will only be 2-3 	<p>"Engraved map of the United States of Mexico and the surrounding areas. Major cities are marked and the Mexican states are outlined in color. Bodies of water and geographic features are also marked, with relief shown in hachures. Scale ca. 1:4,752,000</p> <p>Near the lower-left of the page, there is a table showing distances between cities (Tabla de Distancias) and a table of statistical notes regarding size, population, etc. for each state (Tabla Estadística). There is also an inset map in the lower-left corner titled "Carta de los Caminos &c. Desde Vera Cruz y Alvarado a Méjico" (Map of the Roads etc. from Vera Cruz and Alvarado to Mexico). The inset has</p>

	sentences; some descriptions may be longer to describe insets or other features	markings for geographic features as well as major roads and separate symbols for capitals, important cities, villages, and haciendas. Scale ca. 1:1,267,200"
<i>Physical</i>	<ul style="list-style-type: none"> We follow AACR2 guidelines for this field 	1 map : hand col. ; 35 x 48 cm.
Subject		
<i>LCSH</i>	<ul style="list-style-type: none"> Terms in the item record can be added 	East (U.S.) -- Maps. United States -- Maps.
<i>UNTL-BS</i>	<ul style="list-style-type: none"> There must be at least 1 UNTL-BS term in every record 	Places - United States Landscape and Nature - Geography and Maps
<i>Keyword</i>	<ul style="list-style-type: none"> Additional terms can be added to find the map including terms about features in the map or the kind of map 	topographic maps Mississippi River continents geologic surveys city maps Indian Territory
Coverage		
<i>Place(s)</i>	<ul style="list-style-type: none"> Include places that are fully represented on the map Do not include bodies of water In most cases, it will be country names or continents (always use the most current name) 	United States - Texas North America Guatemala Central America and Caribbean
<i>Time Period(s)</i>	<ul style="list-style-type: none"> When relevant, add appropriate time period(s) matching the date that the map was created 	Mexican Texas, 1821-1835 Spanish Texas, 1690-1821
<i>Coverage Date/ Start & End Dates</i>	<ul style="list-style-type: none"> If the map is "about" a specific year, it can be added as a single coverage date If it covers a range of time, the start and end dates can be added separately 	1828 <i>Start Date:</i> 1821 <i>End Date:</i> 1835
Source		
	<ul style="list-style-type: none"> Used only when the item is a part of something else (e.g., a map from an atlas or book) If relevant, choose the kind of item and cite the source (see guidelines) 	
Relation		
	<ul style="list-style-type: none"> Used to connect two things that have a specific relationship (e.g., versions, formats, etc.) 	

- If relevant, choose the kind of relation and cite the item, including the ark (see guidelines)

Identifier		
	<ul style="list-style-type: none"> • Add other identifiers when relevant and choose the appropriate kind 	<i>Call Number:</i> 127/8 00656 <i>Local Control Number:</i> UTA_972644
Note		
<i>Display</i>	<ul style="list-style-type: none"> • Information that does not fit elsewhere that should be searchable/visible to the public • Coordinate information can be put here, or in the content description with the scale 	<p>From the Virginia Garrett Cartographic Collections.</p> <p>"Entered according to act of Congress by Lea and Blanchard in the year 1849 in the Clerk's Office of the District Court of the eastern district of Pennsylvania."</p> <p>Full title in upper-right corner: Mapa de los Estados Unidos de Méjico, Sugun lo organizado y definido por las varias actas del Congreso de dicha República: y construido por las mejores autoridades.</p>
<i>Non-Display</i>	<ul style="list-style-type: none"> • Information for internal or administrative usage/notes (is not visible or searchable from the public interface); this might include: <ul style="list-style-type: none"> • Preservation notes • Information changed/omitted • Internal notes from 500 fields 	

=== /// ===

Appendix-3.3: Mapping the Southwest Project Metadata Field Overview: Brief Record View

(<http://texashistory.unt.edu/ark:/67531/metaph298825/>)

Secunda etas mundi.

Brief Record Full Record Statistics



Description:	Map shows the pre-Columbus world, based on Ptolemy's Geographia. Jerusalem is at the center of the map; the Indian Ocean is an enclosed area; and Scandinavia, southern Africa and the Far East are not shown. Twelve winds, depicted as heads surrounding the map, are named as well as major places. Relief shown pictorially. Scale not given.
Creator(s):	Schedel, Hartmann, 1440-1514
Location(s):	<ul style="list-style-type: none"> Europe Middle East
Creation Date:	[1493] ⓘ
Partner(s):	University of Texas at Arlington Library About Browse this Partner
Collection(s):	Map Collections from the University of Texas at Arlington About Browse this Collection
Usage:	Total Uses: 10 Past 30 days: 4 Yesterday: 0

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Appendix-3.4: Mapping the Southwest Project Metadata Field Overview: Full Record View

[\(http://texashistory.unt.edu/ark:/67531/metaph298825/\)](http://texashistory.unt.edu/ark:/67531/metaph298825/)

Secunda etas mundi.

Brief Record Full Record **Statistics**

Creator (Author):	Schedel, Hartmann, 1440-1514	
Publisher Info:	Publisher Name: [Anton Koberger] Place of Publication: [Nuremberg]	
Date(s):	<ul style="list-style-type: none"> Creation: [1493] 	
Coverage:	Place Europe Place Middle East Date 1493 ⓘ	
Description:	Map shows the pre-Columbus world, based on Ptolemy's Geographia. Jerusalem is at the center of the map; the Indian Ocean is an enclosed area; and Scandinavia, southern Africa and the Far East are not shown. Twelve winds, depicted as heads surrounding the map, are named as well as major places. Relief shown pictorially. Scale not given.	
Note:	Map is from: Liber chronicarum, 12 July 1493.	
Note:	Upper right: "foliū XIII." On verso: three columns of Latin text with the third column bordered by a panel of seven creatures on either side; upper right: "folium XII."	
Physical Description:	1 map : 31 x 44 cm., on sheet 41 x 58 cm.	
Language(s):	<ul style="list-style-type: none"> Latin 	
Subject(s):	<ul style="list-style-type: none"> UNTL-BS : Landscape and Nature - Geography and Maps UNTL-BS : Places - Europe LCSH : World maps. LCSH : Chronology, Historical -- Maps. 	

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Feedback:

If you are having problems, need to report errors, or have questions or comments for the staff, please use our [Feedback Form](#).



	<ul style="list-style-type: none"> • LCSH : Incunabula -- Specimens -- Maps.
Parallel Title:	The second age of the world.
Partner:	University of Texas at Arlington Library About Browse this Partner
Collection:	Map Collections from the University of Texas at Arlington About Browse this Collection
Identifier:	<ul style="list-style-type: none"> • LOCAL-CONT-NO: 220004 • OCLC: 80576610  • ARK: ark:/67531/metaph298825
Resource Type:	Map
Format:	Image

Appendix-4: Conference Presentations

Appendix-4.1: Abstract for Panel Presentation at the Texas Conference on Digital Libraries (TCDL-2012), Austin, Texas, United States (<https://conferences.tdl.org/TCDL/TCDL2012/paper/view/525>)

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Texas Digital Library Conference System, TCDL 2012

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Home > Texas Conference on Digital Libraries > TCDL 2012 > General Track Presentations > **Alemneh**

Font Size:

“Mapping the Southwest”: UNT-UTA Collaborative Project

Daniel Gelaw Alemneh, Ann Hodges, Jerrell Jones

Building: AT&T Executive Education and Conference Center
Room: Room 102
Date: 2012-05-25 08:30 AM – 09:00 AM
Last modified: 2012-04-25

Abstract

Mapping the Southwest is a 3-year project (2010 to 2013) funded by a National Endowment for the Humanities (NEH) We the People grant. For this project, the University of North Texas (UNT) Libraries partner with the University of Texas at Arlington (UTA) Library’s Special Collections to digitize 5,000 historically-significant (mostly) rare maps. The collection includes maps dating from 1493 to the present and features noted cartographers. While containing maps of all parts of the world, the collection particularly emphasizes the region of the Gulf Coast and the Greater Southwest, which has been defined as the area comprising the state of Texas and the other southwestern states annexed by the United States after the U.S. War with Mexico of 1846-1848.

All of the materials digitized for this grant project will be available online for free public access through The Portal to Texas History. More than 1,000 items are already available at <http://texashistory.unt.edu/explore/collections/UTAM/browse/>. We have registered almost 20,000 uses, and as we complete the project, we expect even more users around the world to access this new collection. In addition to showcasing the cartography of the region, the Mapping the Southwest project seeks to promote best practices and to advance the capacity of academic libraries to reliably curate, preserve, and provide seamless access to historic maps, atlases, and related wide-format items.

This panel brings together diverse stakeholders and provides information on the project’s background, deliverables, workflow, and major areas of activity. The participants on this panel will discuss a number of issues from both institutions’ perspectives:

- The UTA group will discuss the importance of the collection, selection criteria, cataloging and metadata operations (including workflow for maps without existing MARC records), preparation of the maps for transporting, and the possible impact of the project in facilitating access to such unique and valuable resources.
- The UNT team will discuss organization and management of collaborative activities, workflow for capturing and processing digital images of the maps, assessments and enhancements of the quality of the digital images and metadata records, ensuring long-term access and key lessons learned along the way.


As we are now starting the second half of the Mapping the Southwest project lifecycle, the project team looks forward to sharing its progress at the upcoming 2012 TCDL Conference.

Full Text: [SLIDESHOW](#)

Appendix-4.2: Panel Presentation Summary:- Texas Library Association Annual Conference (TLA-2013), Fort Worth, Texas, United States:
<http://www.txla.org/groups/dlrt-programs-2013-627>

“Mapping the Southwest” Project: Collaboration for Curation of Wide-format Items

Daniel Gelaw Alemneh
University of North Texas Libraries



Introduction

- **Mapping the Southwest Project Background:**
 - 3-year project (2010 to 2013) funded by NEH We the People grant.
 - The UNT Libraries partner with the UTA Library's to digitize 5,000 historically-significant and rare maps.
 - Available online for free public access via [The Portal to Texas History](#) gateway.
- **Project Plan:**
 1. Catalog maps without existing MARC records.
 2. Prepare the maps for transport.
 3. Capture and process digital images of the maps.
 4. Create software to automate import of MARC data to populate the metadata template.
 5. Create or enhance metadata.
 6. Assess quality of the digital images, cataloging, and metadata.

Project Workflow and Major Areas of Activity

UTA's involvement includes:

- Cataloging maps without existing MARC records
- Preparing the maps for transport
- Creating and enhancing Metadata according to UNT metadata standards:
<http://www.library.unt.edu/digitalcollections/metadata/development/metadata>

UNT's major areas include:

- Capturing and processing images
- Uploading digital images of the maps
- Continuing quality control (pre-and-post ingest enhancements activities to ensure completeness, consistency, etc.)



Better Light Super 8K-2 scanning back

Lessons Learned and Project Impact

- **Challenges**
 - Digitization of large-format items present many challenges:
 - Inter-institutional differences in priorities, workflows, etc.
 - Map handling and scanning: folded, oversized, and fragile maps
 - Equipment maintenance and software updates
 - Metadata and related workflow issues
- **Project Summary:**
 - The UNT-UTA collaborative project was able to meet the challenges and share the rich cartography collections of the region widely:
 - More than 80,000 uses.
 - Besides showcasing the cartography of the region, the project promotes best practices:
 - Advance the capacity of academic libraries to reliably curate and provide seamless access to such large-format items.



The NGW Collection in the Portal, as of April 2013
<http://www.library.unt.edu/digitalcollections/metadata/development/metadata>

Project Contacts

UNT

- Cathy Helman, PI
chelman@unt.edu
- Mark Philipp, Technical & workflow management
mark.philipp@unt.edu
- Daniel Alemneh, Project manager
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UTA

- Ann Hodges, Project Coordinator at UTA
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- Ben Husamen, Maps handling and related activities
ben.husamen@uta.edu
- Carolyn Kadi, Cataloging and metadata quality
ckadi@uta.edu


Appendix-4.3: Poster Presentation at the Texas Conference on Digital Libraries (TCDL-2013),
Austin, Texas, United States:

<https://conferences.tdl.org/TCDL/TCDL2013/paper/view/614>


And/or

<http://digital.library.unt.edu/ark:/67531/metadc159528/>

Mapping the Southwest Project: Putting the Region's Maps Online

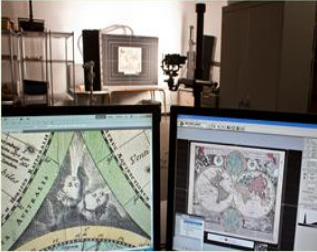


**Daniel Gelaw Alemneh, Jerrell Jones, Cathy Hartman, Mark Phillips
Ann Hodges, Ben Huseman, and Carolyn Kadri**
University of North Texas and University of Texas at Arlington Libraries



Background

Mapping the Southwest is a 3-year project (2010 to 2013) funded by a National Endowment for the Humanities (NEH) We the People grant. The University of North Texas (UNT) Libraries partnered with the University of Texas at Arlington (UTA) Library's Special Collections to digitize 5,000 historically-significant and rare maps. The collection includes maps dating from 1493 to the present and features noted cartographers. While containing maps of all parts of the world, the collection particularly emphasizes the region of the Gulf Coast and the Greater Southwest.

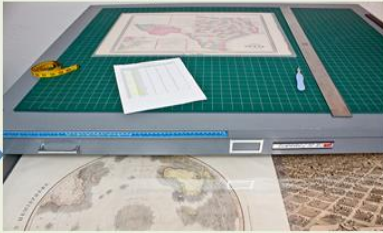



Better Light Super 8K-2 scanning back

Preparation of Physical Map for Scanning

Workflow and Equipment

- Better Light Scanning System**
 - Better Light Super 8K-2 scanning back
 - 4 x 5 camera with an array of changeable lenses
 - Heavy-duty studio stand with versatile head
 - High Intensity Discharge (HID) lights
 - Vacuum easel
- Ensure the long-term access and preservation of the maps by creating a high quality product**
 - Tiff (uncompressed)
 - RGB color (24-bit)





The MSW Collection as of May 2013
<https://www.lib.unt.edu/ark:/67531/metadc159528/>

Project Plan

The overall work plan consists of six major work areas.

- Catalog maps without existing MARC records.
- Prepare the maps for transport.
- Capture and process digital images of the maps.
- Create software to automate import of MARC data to populate the metadata template.
- Create or enhance metadata.
- Assess quality of the digital images, cataloging, and metadata.

Challenges


- Digitization of large-format items presents many challenges:**
 - Inter-institutional differences in priorities, workflows, etc.
 - Map handling/scanning: *folded, oversized, and fragile maps*
 - Equipment maintenance and software updates
 - Metadata and related workflow issues

Impact and Lessons Learned

- The UNT-UTA collaborative project was able to meet the challenges and share the rich cartography collections of the region widely:
- All of the digitized maps are available online for free public access
- 80,000+ uses from all over the world
- Besides showcasing the cartography of the region, it promotes best practices:
- Advance the capacity of academic libraries to reliably curate and provide seamless access to such large-format items

Project Contacts

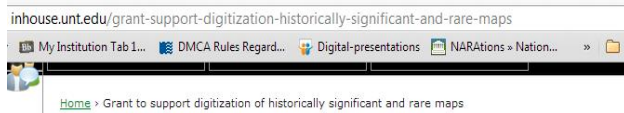
- Cathy Hartman, PI: Cathy.Hartman@unt.edu
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- Daniel Alemneh, Project manager: Daniel.Alemneh@unt.edu
- Ann Hodges, Project Coordinator at UNT: ann.hodges@unt.edu
- Ben Huseman, Maps handling and related activities: bhuseman@uta.edu
- Carolyn Kadri, Cataloging and metadata quality: ckadri@uta.edu



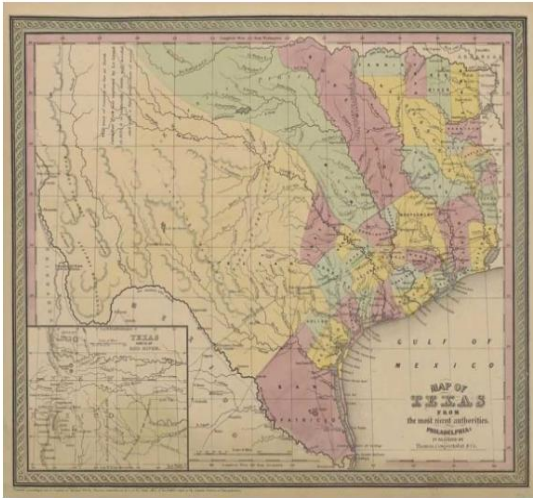
Appendix-5 Promotional Activities

Appendix-5.1: UNT's Promotional Activities

(Source: <http://research.unt.edu/news/grant-support-digitization-historically-significant-and-rare-maps-0>)



Grant to support digitization of historically significant and rare maps



Around 1770, a Franciscan priest captured the topography, missions and presidios north and south of the Rio Grande to reveal the presence of Christianity in portions of the region. This manuscript map, created in ink, watercolor and gold on vellum, was one of the first to show present-day South Texas and what is now the northern Mexican state of [Tamaulipas](#).

The map will be among 5,000 historically significant and rare maps that will be placed on the [Portal to Texas History](#) maintained by the **UNT Libraries** *Mapping the Southwest* project. The project, which is being funded by a three-year, \$314,688 grant from the [National Endowment for the Humanities](#), will provide online access to many of the maps in the University of Texas at Arlington's [Cartographic History Library](#).

Above, Texas, circa 1850, from the UTA Libraries collection, accessed on the Portal to Texas History.

The maps will be digitized by the UNT Libraries' **Digital Projects Unit** and placed on the portal. These show the Gulf Coast and the Greater Southwest area that includes modern-day Texas and other southwestern states annexed by the U.S. after the Mexican war of 1846-48. The oldest map is a representation of a world map created by 2nd-century astronomer, geographer and mathematician [Claudius Ptolemy](#).

About 250 maps in the UT Arlington collection are already on the portal, with the rest scheduled to be online by April 2013.

- Learn more about *Mapping the Southwest*: contact [Dreanna Belden](#), assistant dean for external relations, UNT Libraries, or 940-369-8740.

Jerrell Jones, digital imaging technician for UNT Libraries, said approximately 40 maps are being scanned and digitized each week via a camera, energy-efficient copy lights and vacuum easel. The maps are scanned using a [BetterLight scanning back system](#) and then processed for size, detail and color accuracy.

"Maps that are deteriorating are definitely a challenge," he said. "We are taking care of fragile maps during the scanning process and using digital preservation to get these maps to the people who need them."

Belden said many of these valuable maps are fragile and should not be handled often. Placing them online, she said, allows them to be viewed by a much wider audience.

The NEH funding allowed the UT Arlington library to hire a project cataloger, which Ann Hodges, program coordinator of UT Arlington's Special Collections, said will increase the scope and quality of the information. "We are very appreciative of the opportunity to collaborate once more with UNT in support of the Portal to Texas History."

The Cartographic History Library was added to the Division of Special Collections of UT Arlington's University Library in 1978. Fort Worth attorney Jenkins Garrett and his wife Virginia gave UT Arlington their collection of rare books and archives documenting the history of Texas and the American Southwest. Virginia Garrett donated more than 900 maps of Texas and the Gulf Coast in 1997. The library also acquired items from Edward Eberstadt and Sons of New York, and other dealers in Amsterdam, London and New York City. Today, the collection includes more than 10,000 maps.

The [Portal to Texas History](#) was created and managed by the UNT Libraries' Digital Projects Unit and offers more than 2 million pages of material from archives, historical societies, libraries, museums and private collections from all regions of Texas. The portal emphasizes primary source historical materials, including diaries, personal accounts of events and daily life, newspapers, illustrations and photos, original documents and maps. The portal also includes the [Resources for Educators](#) section, which provides history lessons for elementary and middle school students that are compliant with Texas Essential Knowledge and Skills standards.

Posted on: Thu 29 September 2011

[UNT Libraries Research News](#)

Source: <http://inhouse.unt.edu/grant-support-digitization-historically-significant-and-rare-maps>

Appendix-5.2: UTA's Promotional Activities

(Source: <http://www.uta.edu/news/releases/2011/09/mapping%20the%20southwest.php>)



UT ARLINGTON, UNT LIBRARIES PARTNER TO PLACE HISTORIC MAPS ONLINE

26 September 2011

Bridget Lewis, Office:817-272-3317, Cell:214-577-9094, blewis@uta.edu

ARLINGTON – About 1770, a Franciscan priest captured the topography, missions and presidios north and south of the Rio Grande to reveal the presence of Christianity in portions of the region. This manuscript map, created in ink, watercolor and gold on vellum, was one of the first to show present-day South Texas and what is now the northern Mexican state of Tamaulipas.



This map collection from The University of Texas at Arlington features nearly 250 maps that document the greater Southwest. The maps date from as early as 1665 to 1907.

The map will be among 5,000 historically significant and rare maps – many from The University of Texas at Arlington's Cartographic History Library – that will be placed on the [Portal to Texas History](#) maintained by the University of North Texas Libraries in the new "Mapping the Southwest" project. The project is being funded by a three-year, \$314,668 grant from the National Endowment for the Humanities, and will provide online access to many of the maps, which are part of the UT Arlington Libraries Special Collections.

The maps that will be digitized by the UNT Libraries' Digital Projects Unit and placed on the portal particularly emphasize the Gulf Coast and the region of the Greater Southwest – the area that includes modern-day Texas and other southwestern states annexed by the U.S. after the Mexican war of 1846-48. The oldest map that will be placed on the Portal to Texas History is a representation of a world map created by Greek astronomer, geographer and mathematician Claudius Ptolemy.

About 250 maps in the UT Arlington collection are already on the portal, with the rest scheduled to be online by April 2013.

"This is the second time that we have collaborated with UNT to include our maps in the Portal to Texas History," said Julie Alexander, interim dean of the UT Arlington Library. "When we learned that the grant had been approved, it just reinforced the strength of the partnership between the two North Texas institutions, combining our collection with their high end technology and equipment."

Dreanna Belden, the UNT Libraries' assistant dean for external relations, said many of these valuable maps are fragile and should not be handled very often. Placing them online, she said, allows them to be viewed by a much wider audience — researchers, professors, teachers, students, librarians and the general public.

"UT Arlington on its own is not in a position to undertake such an extensive digitization project, but UT Arlington's partnership with UNT provides the necessary technological infrastructure and equipment to make UT Arlington's maps more easily available and widely used than ever before," Belden said.

The NEH funding allowed the UT Arlington library to hire Leslie Wagner as a project cataloger to create descriptions of the maps.

"I am certain the quality and variety of maps in the collection are going to provide a wealth of information for researchers everywhere," Wagner said. "I have already found the Portal to Texas History to be a source of materials not available anywhere else. The addition of UT Arlington's map collection will certainly be a boon to students and teachers alike."



Ann Hodges, program coordinator of UT Arlington's Special Collections, said having a project cataloger available to improve the description of the maps "has been essential to our participation in the project."

"Those interested in using the maps will benefit greatly from the increased scope and quality of the information being made available about the maps," she said. "We are very appreciative of the opportunity to collaborate once more with UNT in support of the Portal to Texas History."

Jerrell Jones, digital imaging technician for the UNT Libraries, said about 40 maps are being scanned and digitized each week via a camera, energy-efficient copy lights and a vacuum easel. The maps are scanned using a BetterLight scanning back system and then processed for size, detail and color accuracy.

"Once the map is positioned on the easel, we use computer software to check the focus of the camera and image accuracy. We're able to make real-life representations by using tools like a color profile," Jones said. "Maps that are deteriorating are definitely a challenge. We are taking care of fragile maps during the scanning process and using digital preservation to get these maps to the people who need them."

About UT Arlington's Cartographic History Library

The Cartographic History Library was added to the Division of Special Collections of UT Arlington's University Library in 1978, two years after Fort Worth attorney Jenkins Garrett and his wife Virginia gave UT Arlington their collection of rare books and archives documenting the history of Texas and the American Southwest. In addition, Virginia Garrett donated her personal collection of more than 900 maps of Texas and the Gulf Coast in 1997. The University Library also acquired all of the items from Edward Eberstadt and Sons of New York dealers in Americana materials, including a large collection of cartographic materials. In addition, the library added maps and atlases from dealers in Amsterdam, London and New York City to the Cartographic History Library. Today, the collection includes more than 10,000 maps.

About the Portal to Texas History

Created and managed by the UNT Libraries' Digital Projects Unit, the Portal to Texas History offers more than two million pages of material from archives, historical societies, small and large libraries, museums and private collections from all regions of Texas. The portal emphasizes primary source historical materials, including diaries, personal accounts of events and daily life, newspapers, illustrations and photos, original documents and maps. The portal also includes the Resources for Educators section, which provides history lessons for elementary and middle school students that are compliant with Texas Essential Knowledge and Skills standards. Visit www.texashistory.unt.edu for more information.

The University of Texas at Arlington is a comprehensive research institution of nearly 34,000 students in the heart of North Texas. Visit www.uta.edu to learn more.

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