

## **Request for Proposals!**

SAA's Education Committee requests proposals for workshops that address the following topics:

### **Institutional Repositories and Authors' Rights.**

There is interest among SAA members for an **Institutional Repositories and Authors' Rights** 1/2 - day workshop or 90-minute web seminar that may include – but is not necessarily limited to – the archivists' roles in establishing and managing institutional repositories.

#### **Including:**

- The open access movement
- The institutional repository framework
- Working with donors
- Copyright issues; specifically authors' rights
- Marketing institutional repositories to both donors and researchers
- Researchers and access issues

### **Disaster Planning for Electronic Records**

There is interest among SAA members for a **Disaster Planning for Electronic Records** 1 - day advanced workshop that could build on or complement other SAA workshops such as Basic Electronic Records Management and/or Advanced Electronic Records Management Repositories. If the workshop is developed for an advanced audience the abstract should indicate the amount of previous knowledge or experience attendees should have.

#### **Including:**

- Objectives
- Cost-benefit analysis
- Responsibilities
- Risk analysis
- Backups / alternate sites
- Records recovery
- Training testing and maintenance plan evaluation

### **Introduction to Metadata**

We believe there would be an interest among SAA members for an introductory workshop.

### **Metadata continued...**

There is interest among SAA members for a 1-day advanced workshop that could build on or complement other SAA workshops such as Digitization and Building Digital Collections by instructing archivists in the last step in actually publishing materials online. Attendees should have technical knowledge and experience with XML.

Topics might include:

- Managing collections level metadata perhaps within the context of content management systems; (What happens during harvesting and how metadata creation and mapping affects what is ultimately rendered by the harvester)
- Making MODS/METS/MIX and EAD “play together;” (Learn how to markup metadata in METs, and perhaps see various tools for automating METS creation; considerations in streaming audio and video online)
- Incorporating databases in complex web design
- Integrating OCR text files with descriptive metadata for digital image files in the Web environment. How to display search results involving OCR text files, how to tie OCR text search results to coordinates on digital image files rendered to end users, how to integrate OCR text with existing metadata.
- Incorporating hierarchical/aggregated metadata--the "you are here" cues--on the Web. Providing file-unit description and digitized content at the file level for search/display to end users, analogous to traditional finding aid description, which is rarely item level.