

Bringing the Voices of Communities Together:

The Middletown Digital Oral History Project

Maren Read

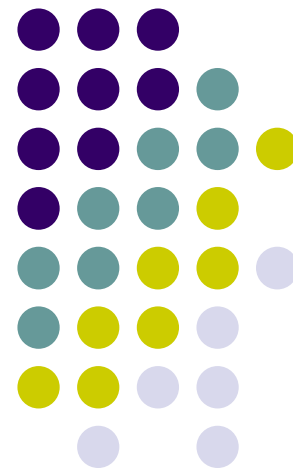
Archivist for Manuscript Collections

MLRead@bsu.edu

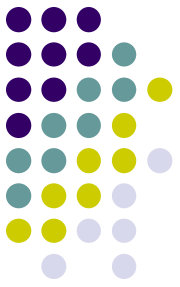
Amanda Hurford

Digital Initiatives Multimedia Developer

AAHurford@bsu.edu

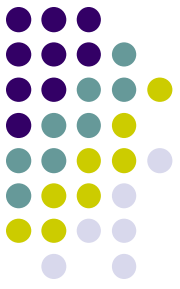


Agenda

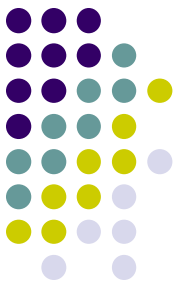


- Introduction
- Planning
- Audio Digitization
- Transcription
- Metadata
- Presentation in CONTENTdm
- Lessons Learned
- Our Project Documented
- Show and Tell

Introduction: Our Project

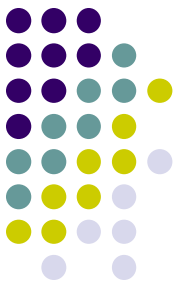


- Library Services and Technology Act Grant funded project - \$25,125
- Second consecutive LSTA digitization grant awarded to Ball State University Libraries
- Library-wide project in collaboration with Ball State University Center for Middletown Studies



Introduction: Our Project

- *Black Muncie Oral History Collection, 1971-1978, 46 interviews*
- *Black Middletown Collection, 1981, 70 interviews*
- *Other Side of Middletown Collection, 2003, 112 interviews*
- *Middletown Jewish Oral History Project I Collection, 1978-1979, 40 interviews*
- *Middletown Jewish Oral History Project II Collection, 2002-2003, 48 interviews*
- *Muncie Catholic Churches Oral History Collection, 2006, 30 interviews*



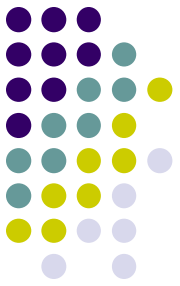
Introduction: Our Project

- Additional collection added since the end of the grant

Muncie Labor Oral History Collection



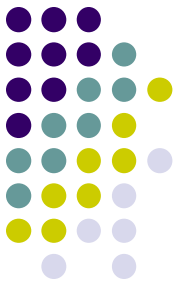
Planning



Have you...

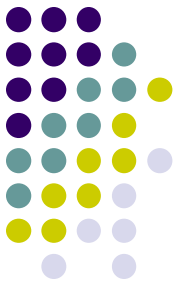
- Identified a collection to digitize?
- Secured funding for the project?
- Located release forms and identified any potential copyright and privacy issues?
- Listened to clips of interviews from each project and identified any preservation issues?
- Determined percentage processed?
- Determined whether any interviews are transcribed, and if so, the quality of those transcripts?

Audio Digitization: Terms to Know



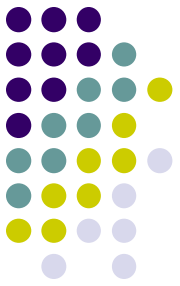
- **Bit Depth:**
 - Range of sounds available
 - Larger the number, higher range of sounds
 - Like digital images, more equals better
 - 16 bit and 24 bit are common for audio
- **Sampling Rate:**
 - How often the sound wave is sampled, or measured, during the digitization process
 - Expressed in Kilohertz (1kHz=1,000 times/second)
 - More samples, better quality recording
 - Commercial CDs have a sampling rate of 44.1 kHz= 44,100 individual instances of sound per second

Audio Digitization: Just like digital photos...



- Save at the highest quality that your storage allows (within reason)
 - We have plenty of server space, so we did 24 bit/96 kHz
 - 24 bit/44.1 kHz would probably do the trick
- Keep an untouched archival master file
 - Create smaller compressed derivatives for access (wav to wma, mp3)
 - Do all “cleaning” on a derivative
- Don’t forget to back up data
 - Two different sites if possible

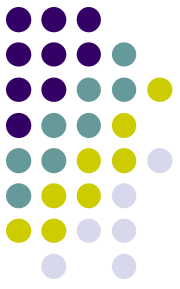
Audio Digitization: If Starting from Scratch...



- For born digital oral histories
 - Digital audio recorder
 - Microphones

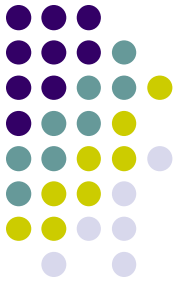
- For more info contact:
 - Jeffrey Green
 - Sweetwater Sound 1-800-222-4700

Transcription and Metadata: Searchability




- Transcripts and metadata make oral histories searchable
- Empower your audience to do more than just browse
- Opening resources to wider audience
 - OAI
 - Google
- Organize the collection

Transcription: Planning



- Choose to transcribe
 - Advantages to full text transcripts
- Choose your transcribers
 - In-house or outsource?

Archives and Special Collections
University Libraries 

Other Side of Middletown Project
MSS 254 / R. 254
Project Identification Number: Training the Young - M03TY11-I-02/21
Interviewers: Carla Burke and Carrie Kissel
Interviewee: Dr. Sam Abram
Date of interview: 2/21/2003

Abram: Where do you want me to start?

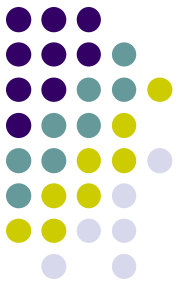
Burke: Wherever! [laughter]

Abram: So the subject of our interview is what, now?

Kissel: Training the young; education as well as informal socialization of children. How children learn how to act and how not to act in important lessons is what we want to focus on in our chapter.

Abram: Well let me just start and you all interrupt at any time and you ask me questions, because I'm not—haven't prepared anything to give you or to follow an outline. Let me just start by saying I think that it starts with the home and, uh, we are talking about training or educating the young, it uh, it must start there. Some of the conditions in the home weren't other additional help in those early years.

[1:00]



Transcription: Other Options

- What can I provide other than full-text?
 - Abstracts
 - Indexes
 - Audio only
- What can I do with existing transcripts?
 - Scan
 - OCR
 - Retype

Wright: about Gene Kitzelman.

Goodall: Is that who you're trying to think of?

Wright: It was

Goodall: Oh, uh-huh.

Wright: Oh, I'm awful forgetful.

White: Do you remember how you got the job working for them?

Wright: Well, I was working on Jackson Street for an old lady, school teacher, and this woman come past there--rich people, but I can't call her--she come past there and asked who I was and she says, says, "Oh, Ida Wright. She's a wonderful worker." I can't recall her name. And she says, "Why don't you work for me?" So she come down by our house, we were living over on 8th Street. She come down there one day and asked if I would work for her and I worked for her for fourteen years. Worked for for twenty-two years And the last place I worked was for Mrs., her husband just died. , didn't you know ? He was a secretary over at Ball State College. That was the last place I worked. He died here last summer. She sends me about \$5 every Christmas.

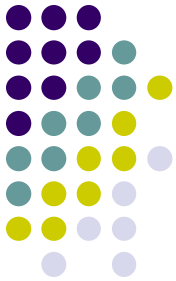
Goodall: How did you get back and forth out there? Just ride the streetcar or walk--

Wright: the streetcar over there went way on. See, that's when I froze my feet standing along waiting on the streetcar.

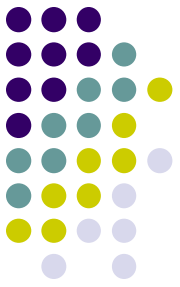
Goodall: How many hours did you usually have to work at that time?

Wright: I'd go to work at five, about 4:30.

Goodall: In the morning?

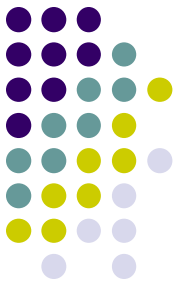


Transcription: Choose your tools

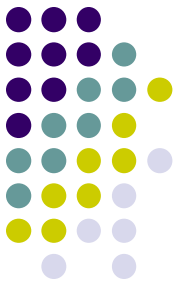


- OCR Software
- Scanners
- Voice Recognition Software
- Transcription Software
 - Express Scribe
 - Start Stop
- USB Foot Pedals
- Headphones

Transcription: Getting Started

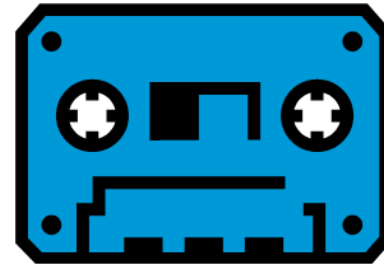


- Format and Style
 - Baylor Guide
- What to Leave in, What to take out
 - Privacy
 - Speech patterns and variations
 - Editorial comments
- Time Codes
- Names List

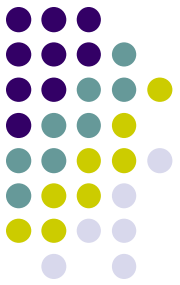


Transcription: Execution

- Splitting tasks
 - Transcription
 - Editing
 - Quality Control
 - Package and Finalize
- Evaluate Progress



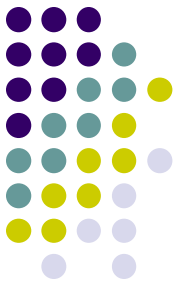
Metadata: What does it do?



- Works in conjunction with transcripts
- Provides structured description
- Helps users find, identify, select, and obtain digital assets
- Allows for interoperability

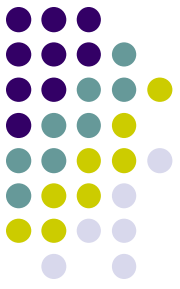
Title	Abram, Dr. Sam 02-12-2003 (Interview)
Link to Transcript	http://libx.bsu.edu/MidOrHis/OSM/OSM_003.pdf
Interviewer	Kraemer, Anne Moore, Ashley Anderson, Michelle
Interviewee	Abram, Sam
Date Recorded	2003-02-12
Run Time	1:25:51
Location Recorded	Muncie, Indiana
Subject	Oral history Muncie (Ind.) -- Ethnic relations African Americans -- Indiana -- Muncie -- History African Americans -- Indiana -- Muncie -- Biography African Americans -- Indiana -- Muncie -- Interviews
Media Type	Streaming Audio (WMA)
Original Physical Format	Audio Cassette
Project Identification	Getting a Living - M03GL10-I-02/12
Archival Identification	R254-5
Digital Identification	OSM_003.wma
Repository	Ball State University Libraries, Archives and Special Collections
Collection	Middletown Digital Oral History Project Collection
Subcollection	Other Side of Middletown Collection
Ordering Information	To order a copy, inquire about permissions, or for information about prices jsraw@bsu.edu
Copyright	Copyright 2007. Ball State University. All Rights Reserved.

Metadata: Planning



- Identify sources of information
- Decide what level of information you want to provide
- Create a scheme: Dublin Core
 - What does the user need to know?
 - What do we need to know?
 - Identify elements
 - Create user-friendly labels
- Create a guide
 - Make rules and stick to them

Metadata: Creation



- Metadata creators
- Excel spreadsheets
 - Sharing
 - Manipulation
 - Upload
- Gather data as you go
- Use controlled vocabularies (names, places, subjects, formats)
- Link to other sources of information

 Back
  Next
  Stop
  Refresh
  Home

1	Title	Title	Text	No	Yes	No	No	<input type="text" value="move to"/>	edit delete
2	Link to Transcript	Relation-Is Version Of	Text	No	No	No	No	<input type="text" value="move to"/>	edit delete
3	Link to Audio	Relation-Is Version Of	Text	No	No	No	No	<input type="text" value="move to"/>	edit delete
4	Interviewer	Creator	Text	No	Yes	No	Yes	<input type="text" value="move to"/>	edit delete
5	Interviewee	Creator	Text	No	Yes	No	Yes	<input type="text" value="move to"/>	edit delete
6	Date Recorded	Date-Created	Text	No	Yes	No	No	<input type="text" value="move to"/>	edit delete
7	See Photo of Interviewee	Relation	Text	No	Yes	No	No	<input type="text" value="move to"/>	edit delete
8	Run Time	Format-Extent	Text	No	Yes	No	No	<input type="text" value="move to"/>	edit delete
9	Location Recorded	Coverage-Spatial	Text	No	Yes	No	Yes	<input type="text" value="move to"/>	edit delete
10	Subject	Subject	Text	Yes	Yes	No	Yes	<input type="text" value="move to"/>	edit delete
11	Notes	Description	Text	Yes	Yes	No	No	<input type="text" value="move to"/>	edit delete
12	Media Type	Type	Text	No	Yes	No	Yes	<input type="text" value="move to"/>	edit delete
13	Original Physical Format	Format	Text	No	Yes	No	Yes	<input type="text" value="move to"/>	edit delete
14	Project Identification	Identifier	Text	No	Yes	No	No	<input type="text" value="move to"/>	edit delete
15	Archival Identification	Identifier	Text	No	Yes	No	Yes	<input type="text" value="move to"/>	edit delete
16	Digital Identification	Identifier	Text	No	Yes	No	No	<input type="text" value="move to"/>	edit delete
17	Repository	Source	Text	No	Yes	No	Yes	<input type="text" value="move to"/>	edit delete
18	Collection	Relation-Is Part Of	Text	No	Yes	No	Yes	<input type="text" value="move to"/>	edit delete
19	Subcollection	Relation-Is Part Of	Text	No	Yes	No	Yes	<input type="text" value="move to"/>	edit delete
20	Ordering Information	Rights	Text	Yes	Yes	No	No	<input type="text" value="move to"/>	edit delete
21	Copyright	Rights	Text	Yes	Yes	No	No	<input type="text" value="move to"/>	edit delete
22	Full Text	Description	Full Text Search	Yes	Yes	Yes	No	<input type="text" value="move to"/>	edit delete



Online Presentation

- Transcript format
- Arrangement in CONTENTdm
 - Separate items rather than compound object
 - Custom thumbnails
- Linking to get audio and transcript together
- Presentation and searchability



Digital Media Repository

A project of the University Libraries

INFORMATION TECHNOLOGY
UNIVERSITY TELEPLEX
UNIV. COMPUTING SERVICES






John B. Straw (JStraw@bsu.edu)

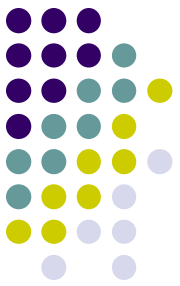
Project Coordinator
Office: 765-285-5078
(M-F: 8:00am-5:00pm)
After Hours: 765-285-5143

Home : About : Browse : Advanced Search : Preferences : My Favorites : Help : Downloads

select all : clear all : add to favorites page 1 of 21 : (<< 1 2 3 4 5 6 7 8 9 10 >>) :: previous : next

Browsing 406 item(s) in: Middletown Oral History [GO]

Image:	Title:	Interviewer:	Date Recorded:
<input type="checkbox"/> 1. 	Abram, Dr. Sam 02-12-2003 (Interview Transcript)	Kraemer, Anne ; Moore, Ashley ; Anderson, Michelle	2003-02-12
<input type="checkbox"/> 2. 	Abram, Dr. Sam 02-12-2003 (Interview)	Kraemer, Anne ; Moore, Ashley ; Anderson, Michelle	2003-02-12
<input type="checkbox"/> 3. 	Abram, Dr. Sam 02-21-2003 (Interview Transcript)	Burke, Carla ; Kissel, Carrie	2003-02-21
<input type="checkbox"/> 4. 	Abram, Dr. Sam 02-21-2003 (Interview)	Burke, Carla ; Kissel, Carrie	2003-02-21
<input type="checkbox"/> 5. 	Abram, Pastor Renzie 01-17-2003 (Interview Transcript)	Booth, Jessica; Efaw, Eric; Gawlowski, Daniel;	2003-01-17



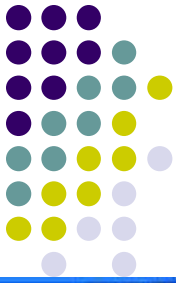
Lessons Learned

- Prepare collections
- Don't underestimate time and people needed for transcription
- Name list
- Subject headings
- Character restrictions in transcript field



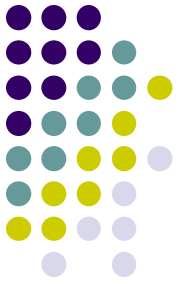
Our Project Documented:

http://www.bsu.edu/libraries/wiki/index.php?title=Oral_Histories



The screenshot shows a Windows Internet Explorer browser window with the address bar displaying http://www.bsu.edu/libraries/wiki/index.php?title=Oral_Histories. The page title is "Oral Histories - Ball State University Libraries Wiki". The page content includes a navigation menu on the left with links for "Main Page", "Recent changes", "Random page", and "Help". The main content area features a "Contents" table of contents with sections: "1 Scope", "2 Transcription" (with sub-sections "2.1 Supplemental Transcription Information", "2.2 Common Capitalization and Spelling Questions", and "2.3 Layout Guide"), "3 Digitization", "4 Status", and "5 Metadata". Below the contents is the "Scope" section, which states: "This project is LSTA grant funded and aimed at digitizing and transcribing the Middletown Digital Oral History Collection. It is presented online through the Digital Media Repository here: <http://libx.bsu.edu/MidOrHist/midorhist.php>. It consists of the following subcollections:" followed by a list of subcollections: "Black Muncie History Project - 23 interviews", "Black Middletown - 35 interviews", "Other Side of Middletown - 56 interviews", "Middletown Jewish Oral History Project I - 21 interviews", "Middletown Jewish Oral History Project II - 24 interviews", and "Muncie Catholic Churches Oral History Project - 30 interviews" (with sub-sections: "1. St. Francis of Assisi Catholic Church Oral History Project", "2. St. Lawrence Catholic Church Oral History Project", and "3. St. Mary Catholic Church Oral History Project"). Below this is the "Transcription" section, which states: "We are following the [Baylor University Institute for Oral History Style Guide](#) for guidance in transcribing our oral histories." The "Supplemental Transcription Information" section states: "For most situations the Baylor Style Guide will suffice as our authoritative guide; however, we have decided to make a few minor changes and additions to facilitate our project and to clarify some unaddressed finer points. Please alert the rest of the project's staff to any major changes." The "Abbreviating Titles" section states: "If written in conjunction with any part of the person's name (i.e. first name, initials, or surname) use an abbreviated title." The page footer shows "Internet" and "100%" zoom level.

Show and Tell



- <http://libx.bsu.edu/MidOrHist/midorhist.php>

The screenshot shows a web browser window with the address bar displaying <http://libx.bsu.edu/MidOrHist/midorhist.php>. The page header features the Ball State University logo and the tagline "EDUCATION REDEFINED". Below this, the "Digital Media Repository" is identified as a project of the University Libraries. A navigation menu includes links for Home, About, Browse, Advanced Search, Preferences, My Favorites, Help, and Downloads. The main content area is titled "Middletown Digital Oral History Collections" and includes a description of the collection, a list of featured collections (Physical Culture Magazine, Middletown Oral History, Music Instrument), and a total count of 406 objects. A sidebar on the right provides information about the project's support by the Institute of Museum and Library Services. The footer contains contact information and funding acknowledgments.

BALL STATE UNIVERSITY EDUCATION REDEFINED

John B. Straw (JStraw@bsu.edu)
Project Coordinator
Office: 765-285-5078
(M-F: 8:00am-5:00pm)
After Hours: 765-285-5143

Digital Media Repository
A project of the University Libraries

Home : About : Browse : Advanced Search : Preferences : My Favorites : Help : Downloads

Click for info on submitting a collection proposal

Featured Collections

browse other collections:
--Select a Collection--

Physical Culture Magazine

Middletown Oral History

Music Instrument

Digital Media Repository > Browse > Middletown Digital Oral History Project

Middletown Digital Oral History Collections

The Middletown Digital Oral History Collection consists of audio and accompanying transcriptions for oral history interviews conducted with African American, Jewish and Catholic communities of Muncie, Indiana and local labor union leaders. This original project was funded by a Library Services and Technology Act grant for 2006-2007. The grant project included collaboration between Ball State University Libraries, the Center for Middletown Studies, St. Francis of Assisi Catholic Church, St. Lawrence Catholic Church, and St. Mary Catholic Church.

In addition to the value of these "personal narratives" illuminating lives of Indiana citizens, the oral history collections selected for this digital collection provide research material on populations that were neglected in the seminal studies published by sociologists Robert and Helen Lynd in the 1920s using Muncie as Middletown, a representative American community.

406 objects total

Added: 02/26/2007

Collections
Browse
Search

This project is supported by the Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered by the Indiana State Library

powered by CONTENTdm © | contact us

BSUBrowse | BSUSearch | ^ top ^

Funding for CONTENTdm, the digital content management system used for the Digital Media Repository, was made possible through the generous support of the Friends of the Alexander M. Bracken Library and the estate of Judith Cobb.