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Supporting Sustainable Digital Humanities Projects: Managing the Lifecycle of Student-Created Web Content from Inception to Archiving

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Supporting Sustainable Digital Humanities Projects: Managing the Lifecycle of Student-Created Web Content from Inception to Archiving

Presenter 1 Title
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Amy Sugar, Director of Instructional Design and Technology

Session Type
Event

Abstract

A Digital Archivist and an Instructional Technologist team up to discuss how, together, we manage various stages of the Digital Humanities project lifecycle in the context of a small liberal arts college. Our accomplishments and lessons learned include, but are not limited to:

1. Developing retention and archiving policies for DH projects to meet short-term and long-term project goals.

2. Educating faculty and students about the implications of sharing their identity and work online in an Open Access environment (with special consideration of FERPA), and documenting student consent regarding privacy and online publication.

3. Navigating multimedia, linked, and dynamic content when archiving class blogs at the end of a project's life.

Our collaboration has broken down the silos we previously worked in and enabled our teams to perform more effectively. Instructional Designers are now ready and empowered to suggest a variety of sustainability measures at the start of a new DH project, therein making their partnerships more impactful. The College Archives is now able to document online curricula and student work in new ways, most of which support Open Access principles and enable freer re-use of quality academic products. This session will review our approach to the full DH project lifecycle with helpful use cases and examples. In addition, we will share our policies, forms, and documentation to those who would like to reuse for their own context. Finally, we also hope to engage attendees in a conversation about how they address sustainable DH with success in their organization.

Location
Keywords
Digital Humanities, Sustainability, Instructional Technology, Web Archiving, Retention Policy, Copyright and Privacy, Collaboration

Supporting Sustainable Digital Humanities Projects

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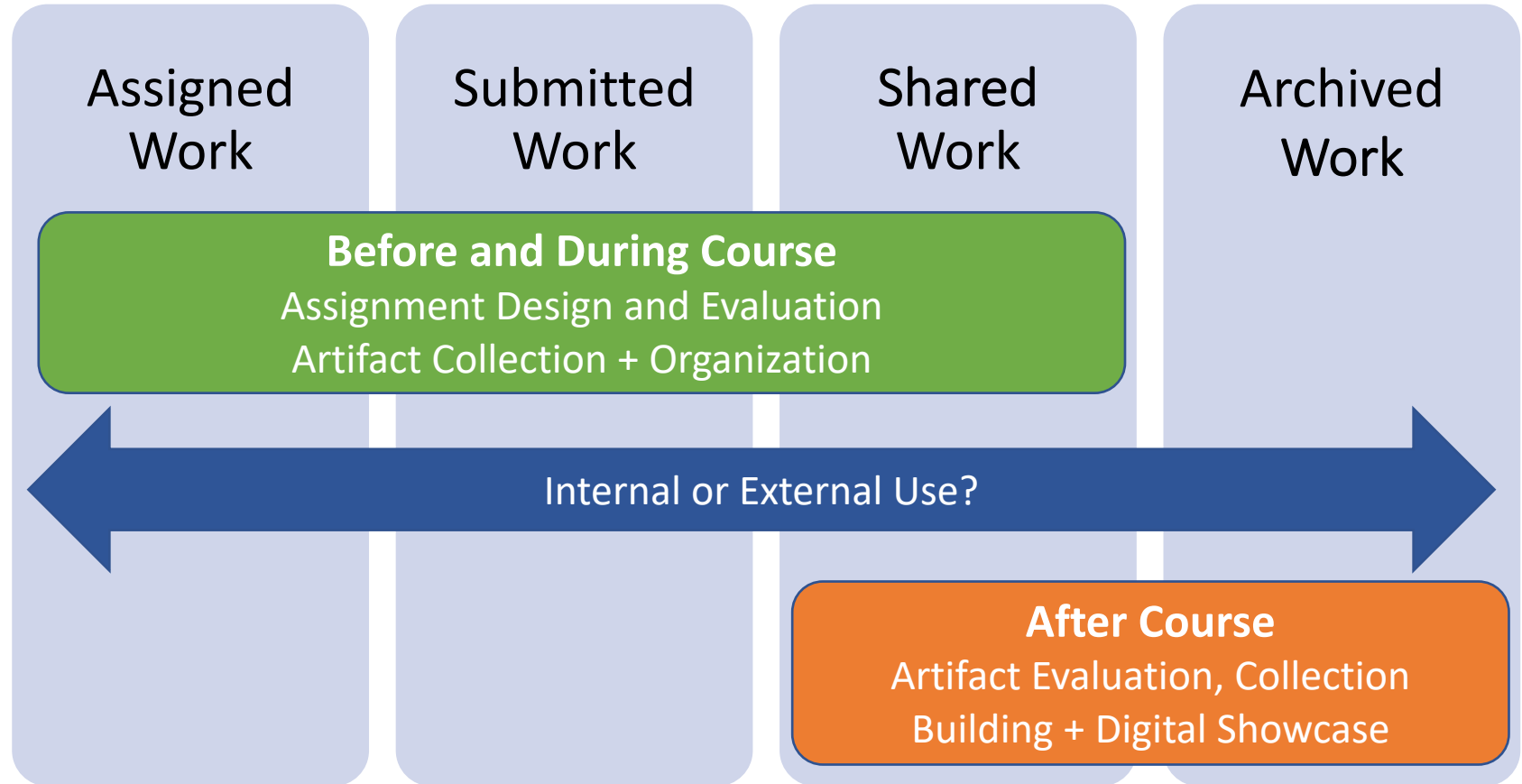# Context

- Increase in digital projects

- Variety of platforms and file types used

- Discussion and collaboration to address long-term access, storage limitations, copyright, and privacy

Digital Humanities Project Lifecycle

Assigned Work | Submitted Work | Shared Work | Archived Work

Before and During Course
Assignment Design and Evaluation
Artifact Collection + Organization

Internal or External Use?

After Course
Artifact Evaluation, Collection
Building + Digital Showcase

Assigned Work

- Identify project goals

- Design the assignment and evaluation

- Select technology platform

- Discuss copyright parameters

- Discuss the lifespan of the project

- Discuss student privacy

Assigned Work Example

Professor: Sociology

Assignment: Public Syllabus

Technology: WordPress

Media: Text, links, images, video

WordPress Privacy Form

Select your privacy preference for WordPress.

- **Option 1: Public facing with your name.**

  Your site content will appear under your username (Fox ID). Your site content may appear in web searches for your name.

- **Option 2: Public facing with a pseudonym.**

  You will use an alias to post content to your site that is shared only with the instructor. Your site content will be accessible to readers outside of Rollins, but your identity will remain private, and your site content will not appear in web searches for your name.

- **Option 3: Rollins access only with your name.**

  Your site will remain password protected, which means only users with active Rollins credentials can log in to access your site. Your name will appear on your site content but will only be visible to members of the Rollins community who log in to your site.

Submitted Work

- Identify limitations of platform and file types

- Select best location for submitted work

- Verify privacy preferences are implemented

Submitted Work Example 1

Professor: Art

Assignment: Capture high resolution images

Technology: LMS and OneDrive

Media: Student-created images

Submitted Work Example 2

Professor: Political Science

Assignment: Sustainable

Development Policy Proposal

Technology: ARC GIS Online

Media: Student-created maps

Shared Work

- Determine who needs access (now and later)

- Identify privacy issues; consider options for content restriction

- Document student consent

- Choose a platform that can serve your specific purposes
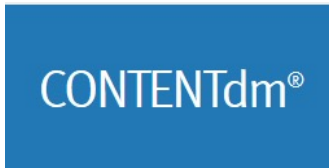
Shared Work Example 1

Professor: Critical Media and Cultural Studies

Assignment: Senior Capstone Project

Technology: Kaltura and Digital Commons

Media: Student-created documentary videos

Shared Work Example 2

Professor: History

Assignment: Archives Research Project

Technology: SharePoint and CONTENTdm

Media: Digitized artifacts and descriptions

Archived Work

- Determine the long-term purpose/role of the project

- Make an end-of-life plan for the project's content

- Consider specific steps and tools needed to accomplish that plan

Archived Work Example 1

Professor: History

Assignment: Primary Source Transcription Project

Technology: WordPress and web crawler service

Media: Full-text Searchable Historic Newspapers

Archived Work Example 2

Professor: Art

Assignment: Describing Artists' Books

Technology: Office 365 and Digital Commons

Media: Book Arts Collection (text, images, video)

Lessons Learned

- Educate the community about retention policies and short/long-term storage

- Start the lifecycle conversation and consider privacy implications early on

- Document student consent regarding the public access and archiving of their digital work and/or help the instructor in this critical step

- Collaborate to ensure the sustainability of student-created content

Thank you!

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