Developing an Institutional Repository

Implementation of DigiTool at Colorado State University Libraries

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Digital Repositories Services
Background

• CONTENTdm since 2001
• Nearly 4,000 digital objects created in the past
• DigiTool implementation since May 2007; in production since March 2008
• Migrate from CONTENTdm to DigiTool in 2009
DigiTool Overview

• Modules:
  – Deposit *(user)*
  – Approver *(staff)*
  – Web ingest *(staff)*
  – Collection management *(staff)*
  – Management *(staff)*

• Access and maintenance:
  – Web
  – Meditor *(Metadata editor)*
  – Linux server
    • Customize metadata
    • Customize web interface
Web Interface Customization

1. What can be customized
   • Icons
   • Menu
   • Footer
   • List of sort types

2. What cannot be customized
   General page layout

3. Most DigiTool sites look similar
CSU Digital Repository

Digital Repository  Research and scholarship of CSU faculty and students

Search / Browse  Results  Previous Searches  My Account

Simple Search  Advanced Search

A word or phrase:  Search

Contains  Exact  Starts With

Select collection:  General

Browse Collections

CSU Departments and Schools  (476)
- Agricultural and Resource Economics
- Animal Sciences
- Anthropology

CSU Colleges  (5)
- University Libraries

CSU Centers and Research Institutes  (51)
- Colorado Institute of Public Policy
- Colorado Water Resources Research Institute
- Information Science & Technology Center (ISTeC)

CSU Archives  (50)
- Board of Governors
- Agricultural Archive
- Photograph Collection

Student Research Projects  (37)
- Celebrate Undergraduate Research and Creativity (CURC) Showcase

CSU Conference Proceedings  (17)
- Forest Biomass Conference
Customization – Caution!

• We purposely chose to limit customization
• Customization should be done by experienced programmers
• Back up before changes are made
• Test on a test server (separate purchase)
• Triple check spelling and syntax. Minor error can crash the system
• Some changes are irreversible
• Restart the system can take up to 5 minutes
Backup All Files

• Create a shell script to backup all files

```bash
#!/bin/sh
datetime=`date +\%Y.\%m\%d.\%I\%M`
backdir=/exlibris/dtl/gvbackup
mkdir $backdir/dc.$datetime
for i in `cat $backdir/dcfiles`
do
cp -p $i $backdir/dc.$datetime
cp -p $i $i.$datetime
done
mkdir $backdir/dc.$datetime/help
for i in `/exlibris/dtl/d3_1/dtl/md/descriptive/dc/html/*.
html`
done
```
Customize Metadata Display

- Run a built-in script
  1. Field code: one word, lower case variable name of the field
  2. Field name: display name of the field
  3. name space: dcterms
  4. number of occurrences: 1 (optional unbounded 0*) for a repeating field like subject, or 2 (optional single 0-1)
  5. help on tag text: a short description of the field
  6. attributes: y
  7. attribute names: leave blank
  8. running method: 1 (run now)
Files to Update

• Automatically and manually updated files
• E.g. repository_indexing_schema.xml need to be manually updated

1. `<field index_enabled="true" search_enabled="true" ui_code="313" ui_default_text="keywords" index_code="313" normalizing_profiles_ref="generic"> <location type="md" md_name="descriptive" md_type="dc" path="// dcterms:keywords "/> </field>`

2. `<field index_enabled="true" search_enabled="true" ui_code="313" ui_default_text="keywords" index_code="313" normalizing_profiles_ref="generic"> <field_path>//dcterms:keywords</field_path> </field>`
Edit_field.eng

• Manually update for web display /print

1  L  313##  D
2       a A ^
1  L  313##  S
2       a A ^
Adding and customizing descriptive DC metadata fields

Also see Digital Repositories: Customize Metadata.

- A list of fields and their properties are at file://C:/DigitalRepositories/documentation/metadata-fields.xml.
- make a backup of all files by running /exlibris/dt1/gvbackup/dcbackup.sh
- run as dtd by typing dp, add_new_dc_tag.pl CSU01

1. Field code: one word, lower case variable name of the field
2. Field name: display name of the field
3. Name space: dterms
4. Number of occurrences: 1 (optional unbound 0*) for a repeating field like subject, or 2 (optional single 0-1)
5. Help on tag text: a short description of the field
6. Attributes: y
7. Attribute names: leave blank
8. Running method: 1 (run now)

- restart PC, Web and jboss servers
- the add_new_dc_tag.pl script also creates a backup file of files like editor_conf.xml that are automatically changed. The backups are in the same directory, of the format editor_conf.xml.bak.24082007_103639.
- a log file of changes made by the script is created in /exlibris/dt1/log/add_new_dc_tag_conf01.log
- /exlibris/dt3_1/conf01/md descriptive_dc/editor_conf.xml - automatic
- /exlibris/dt3_1/conf01/md descriptive_dc/full_dc.xml - automatic
- /exlibris/dt3_1/conf01/md descriptive_dc/html/dterms/newfield_eng.html - help file - automatic
- /exlibris/dt3_1/conf01/md descriptive_dc/md_pck - automatic
- /exlibris/dt3_1/conf01/repo/repository/indexing_schema.xml - manual: reload repository config or restart jboss. There’s an error in the log file. You need to add newly created field twice. E.g.

```
<field index_enabled="true" search_enabled="true" ui_code="313" ui_default_text="<field name="keywords" index_code="313" normalizing_profiles_ref="generic">"<location type="md" md_name="descriptive" md_type="dc" path="/dcterms/keyw"d" field="field">
```

- /exlibris/dt3_1/conf01/repo/repository/indexing_schema.xml - manual, for indexing in RD

- You need to add the newly created field only once in this file.
- Note: !!! Make sure normalizing_profiles_ref="generic" NOT "empty". If generic is used, metadata will be converted into lower case and concatenated together. E.g.

```
<field index_enabled="true" search_enabled="true" ui_code="313" ui_default_text="doc-313" index_code="313" normalizing_profiles_ref="empty">"<location type="md" md_name="descriptive" md_type="dc" path="/dcterms/keyw"d" field="field">
```

- /exlibris/dt3_1/conf01/tab/tab001_eng - automatic
- /exlibris/dt3_1/conf01/tab/tab001_eng - automatic, for indexing in RD. This file contains numbers (ui_code) associated with metadata which are referenced in /exlibris/dt3_1/conf01/tab/tab001_eng - automatic, for indexing in RD. "H.W-030 00 00 W-CSU Custom Fields" is added already. Don’t need to update this file.
- /exlibris/dt3_1/conf01/tab/tab111_word - automatic, manual for indexing in RD. Need to add WNF to the end of the newly added line. e.g. 312#E 03 WRD WNF.
- Run p manage_91 indexing service - available from Meditor Services Menu - for changes to above 4 files (documentation suggests this but we have never actually tried it)
- /exlibris/dt3_1/conf01/tab/tab111_word - automatic, for displaying in RD search results (brief, full or columns)
- /exlibris/dt3_1/conf01/tab/tab_sort - manual, for sorting in RD and mediator, usually not done
- /exlibris/dt3_1/conf01/tab/indexing_schema.xml - manual, for displaying in RD item viewer, restart is not necessary. This file defines the label and position of the new field in the item viewer. Copy an existing block of code and change the name field (2c) E.g.

```
<xml:for-each select="/dcterms:metadatadschema"> <xml:variable name="xml"> <xml:select="Metadata Schema"/>
```

- /exlibris/dt3_1/conf01/tab/tab000.eng - manual, for printing, saving and link viewing from Meditor
- /exlibris/dt3_1/conf01/tab/tab_edit_field_eng - manual, for web display/print. e.g. after added edit school add these lines to the previously added customized metadata

```
1 L 312#E D
2
```

1 L 312#E S
2 a A ^
Recommended animal handling guidelines for meat packers

Livestock — Handling

Proper livestock handling is extremely important to meat packers for obvious ethical reasons. Once livestock arrive at packing plants, proper handling procedures are not only important for the animals’ well-being, but can also mean the difference between profits and losses due to meat quality or worker safety. The Humane Slaughter Act of 1978 dictates strict animal handling and slaughtering standards for packing plants. Those standards are monitored by some 7,000 federal meat inspectors nation-wide. The meat packing industry takes these standards very seriously. For the best results in animal handling, plant management must make proper handling and stunning a high priority. Top management must play an active role. Plants with the best handling and stunning practices have managers who closely monitor stunning and handling practices. This manual provides employees and managers with information which will help them improve both handling and stunning. Employees handling hundreds of animals day after day sometimes need reminders from management that animals must always be handled carefully.
Metadata Approaches

- Display all DC. Ingest mostly DC XML files
- Batch upload
  - CONTENTdm: export > .csv + mapping xml > ingest
  - New metadata: Excel > .csv + mapping xml > ingest
- Repurpose MARC
  - Export > MarcEdit (add 856) > MARCXML > Ingest
- METS (compound objects)
  - Arrange > Ingest > Utility > Edit (Oxygen) > Ingest
- Use Meditor for minor changes or creating md for a single digital object
<records>

<!-- 1 -->

<record xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
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        xmlns:dcterms="http://purl.org/dc/terms/">

  <dc:creator>Ott, Brian L.</dc:creator>

  <dc:title>Bridging scholarly theory and forensic practice: toward a more pedagogical model of rhetorical criticism</dc:title>

  <dcterms:alternative></dcterms:alternative>

  <dcterms:college></dcterms:college>

  <dcterms:etd_department>Speech Communication</dcterms:etd_department>

  <dcterms:keywords>rhetorical criticism ; communication analysis ; RC model ; CA ; forensic practice</dcterms:keywords>

  <dcterms:abstract>In this essay, the author contends that competitors in the event of rhetorical criticism, or communication analysis (CA) as it is alternatively called, need to look beyond the "basic model" to actualise the more complex and comprehensive model. The author suggests that the way to do so is by re-examining the premises and assumptions that underlie the current CA model. This is done through an analysis of a few key sources and a re-examined examination of the relationship between rhetoric and communication. It is hoped that this essay will contribute to the ongoing debate about the nature and extent of the relationship between CA and rhetoric.</dcterms:abstract>

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  <dc:publisher>Colorado State University. Libraries</dc:publisher>

  <dcterms:bibliographicCitation>National Forensic Journal 16, no. 1and2 (Fall/Spring 1998): 53-74</dcterms:bibliographicCitation>

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<td><strong>Authors</strong></td>
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<td><strong>Title</strong></td>
<td>&quot;A&quot; Club</td>
</tr>
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<td></td>
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METS (Metadata Encoding & Transmission Standard) Utility

Select Process Type
- Image, no full-text (tiff, jpg, jpeg) - MARC
- Image, no full-text (tiff, jpg, jpeg) - DC
- Document - pdf, jpg, html - MARC
- Document - pdf, jpg, html - DC
- Image, full-text (tiff, jpg, txt, jpg) - MARC
- Image, full-text (tiff, jpg, txt, jpg) - DC

Technical metadata is not available for:
- Image (jpg, jpeg) - MARC
- Image (jpg, jpeg) - DC

1. Locate File Input Folder
   DigiTool: load_ingNNN\ingest\streams

2. Locate Technical Metadata Folder
   (DigiTool: load_ingNNN\ingest\digital_entities)

3. Locate Destination Folder

4. Enter the Destination File Name
   A .xml extension will be added

5. Process
METS Example

```xml
<mdWrap MDTYPE="DC" MIMETYPE="text/xml" LABEL="Dublin Core Metadata">
  <xmlData>
    <dcterms:originalpublisher>Anthropology Graduate Student Society (Colorado State University)</dcterms:originalpublisher>
    <dcterms:issueldate>2008</dcterms:issueldate>
    <dcterms:subject>Anthropology Graduate Student Society (Colorado State University)</dcterms:subject>
    <dcterms:identifier>JOUFFPAV100001AGSS</dcterms:identifier>
    <dcterms:subject>Anthropology Graduate Student Society (Colorado State University)</dcterms:subject>
    <dcterms:subject>Anthropology Graduate Student Society (Colorado State University)</dcterms:subject>
  </xmlData>
</mdWrap>
```
METS Example

<fileSec>
  <fileGrp USE="reference" VERSDATE="2008-05-19T11:07:00">
    <mets:file ID="s001" MIMEType="application/pdf" CREATED="2008-05-19T10:22:19" SIZE="792506" SEQ="1" GROUPID="gid001">
      <FLocat xlink:href="/streams/100_AGSS_2008_vol_2_Cover.pdf" LOCTYPE="URL" />
    </mets:file>
  </fileGrp>
  <fileGrp USE="thumbnail" VERSDATE="2008-05-19T11:07:00">
    <mets:file ID="t001" MIMEType="image/jpeg" CREATED="2008-05-19T10:23:04" SIZE="26183" SEQ="1" GROUPID="gid001">
      <FLocat xlink:href="/streams/_100_AGSS_2008_vol_2_Cover_pdf_thumbnail.jpg" LOCTYPE="URL" />
    </mets:file>
    <mets:file ID="t002" MIMEType="image/jpeg" CREATED="2008-05-19T09:29:14" SIZE="16500" SEQ="2" GROUPID="gid002">
      <FLocat xlink:href="/streams/_101_AGSS_2008_vol_2_Biasiolli_pdf_thumbnail.jpg" LOCTYPE="URL" />
    </mets:file>
  </fileGrp>
</fileSec>
<structMap TYPE="PHYSICAL" ID="smd001">
  <div ORDER="1" ID="Auto_Generated_Qualifier_STRUCTUREMAP" TYPE="document" LABEL="Furthering perspectives: anthropological views of the world">
  <fptr FILEID="s001" />
  <fptr FILEID="t001" />
  <fptr FILEID="t001" />
  </div>
  <div TYPE="document" LABEL="Cover, table of contents, and editor's note" ORDER="1">
  <fptr FILEID="s001" />
  <fptr FILEID="t001" />
  <fptr FILEID="t001" />
  </div>
  <div TYPE="document" LABEL="Gender and power in childbirth discourse: an analysis of two popular books" ORDER="2">
  <fptr FILEID="s002" />
  <fptr FILEID="t002" />
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  </div>
  <div TYPE="document" LABEL="Indigenous land rights in the Amazon: a landscape approach" ORDER="3">
  <fptr FILEID="s003" />
  <fptr FILEID="t003" />
  <fptr FILEID="t003" />
  </div>
  <div TYPE="document" LABEL="Shattered dreams: insanity and the implications of loneliness, isolation, and the failed promises of the American frontier" ORDER="4">
  <fptr FILEID="s004" />
  <fptr FILEID="t004" />
  <fptr FILEID="t004" />
  </div>
  <div TYPE="document" LABEL="Gender and sexuality construction, as informed by Hip Hop Kulture within the African American community" ORDER="5">
  <fptr FILEID="s005" />
  <fptr FILEID="t005" />
  <fptr FILEID="t005" />
  </div>
  <div TYPE="document" LABEL="Mormon women: negotiating identities in the face of conflicting demands" ORDER="6">
  <fptr FILEID="s006" />
  <fptr FILEID="t006" />
  <fptr FILEID="t006" />
  </div>
  <div TYPE="document" LABEL="Vertical analysis of four units of debitage from the Kinney Spring Site (SRL144c): a multiple occupation site in northeast Arizona" ORDER="7">
  <fptr FILEID="s007" />
  </div>
</structMap>
METS Example

```
<structMap TYPE="Logical" ID="smd001">
   <div ORDER="1" ID="MANUAL_GENERATED_STRUCTMAP" TYPE="document" LABEL="CSU Board of Governors 2004 meeting agendas and minutes"
   xmlns:mets="http://www.loc.gov/METS/
   xmlns:mods="http://www.loc.gov/mods/"
   xmlns:xlink="http://www.w3.org/1999/xlink"
   xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
   xmlns="http://www.loc.gov/METS">
      <div ID="div1.1" LABEL="February 3" TYPE="document" ORDER="1">
         <div LABEL="Agenda" TYPE="document" ORDER="1">
            <fptr FILEID="s001" />
            <fptr FILEID="t001" />
            <fptr FILEID="i001" />
         </div>
         <div LABEL="Minutes" TYPE="document" ORDER="2">
            <fptr FILEID="s002" />
            <fptr FILEID="t002" />
            <fptr FILEID="i002" />
         </div>
      </div>
      <div ID="div1.2" LABEL="March 17" ORDER="2">
         <div LABEL="Agenda" TYPE="document" ORDER="1">
            <fptr FILEID="s003" />
            <fptr FILEID="t003" />
            <fptr FILEID="i003" />
         </div>
         <div LABEL="Minutes" TYPE="document" ORDER="2">
            <fptr FILEID="s004" />
            <fptr FILEID="t004" />
            <fptr FILEID="i004" />
         </div>
      </div>
      <div ID="div1.3" LABEL="May 5" ORDER="3">
         <div LABEL="Agenda" TYPE="document" ORDER="1">
            <fptr FILEID="s005" />
         </div>
      </div>
   </div>
```

Cheyenne, Lincoln, and Kit Carson counties booth at RMFU convention
AGENDA
BOARD OF GOVERNORS MEETING
February 7, 2007

Northeastern Junior College
Tennant Art Gallery
100 College Avenue
Sterling, Colorado

Tuesday, February 6, 2007

HOTEL: Best Western Sundowner
125 Overland Trail
Sterling, Colorado 80751
(970) 522-6265 phone
(970) 522-6265 fax
Check in time: 3pm
Check out time: 11am

1:00 pm Tour of Ethanol Plant (Optional)
Board Members and Special Guests
@ 450 Angus Avenue, Sterling, CO

2:30 – 5:00 pm Panel: Critical Issues Facing Colorado, CSU & 21st Century Agriculture
Town Hall: Table Groups
Board Members and Special Guests
@ Northeastern Junior College
Tennant Art Gallery
100 College Avenue, Sterling, CO

6:00 – 7:30 pm Invitational Reception
Logan County/Northeast Colorado Community Leaders, Agricultural Leaders, as well as CSU Alumni
@ Sterling Country Club
17408 Highway 14, Sterling, CO

7:30 pm Dinner on your own
Recommended Restaurants:
• Atwood Steak House, Interstate 76 & Atwood exit (63 interchange) - 970.522.7088
• Dewey’s Bar & Grille, 41611 Marble Ave, Stoneham, CO
970.735.2747 - (23 miles west of Sterling, family owned restaurant, old building, lots of antiques)
## Digital Repository

Research and scholarship of CSU faculty and students

Sort by: Handle PID Title Creator Subject Date Identifier Full Views Item Views

<table>
<thead>
<tr>
<th>Handle</th>
<th>PID</th>
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<th>Meta +MD</th>
<th>Full View</th>
<th>Item View</th>
<th>Title (Item View)</th>
<th>Creator</th>
<th>Subject</th>
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<td>Contraception -- Bolivia Birth control -- Bolivia</td>
<td>2004</td>
<td>STUF2004100009CURC</td>
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</table>
Conclusions

• Implementing an IR is a team effort:
  – regular staff meetings at the beginning

• DigiTool:
  – requires a relatively shorter implementation period
  – relatively easy to use
  – Less tech support needed once established
  – Batch ingest is great
  – Handle, API useful

• Nearly 3,000 items since implementation