

Digitization in Ontario Public Libraries Recommended Resources

Canadian Copyright information: A Guide to Copyright. Canadian Intellectual Property Office, 2018. - http://www.ic.gc.ca/eic/site/cipointernet-internetopic.nsf/eng/h_wr02281.html

Government of Canada: A Guide for Managers Planning and Implementing Digitization Projects. Minister of Public Works and Government Services Canada, 2000. - <http://www.canada.ca/en/heritage-information-network/services/digitization/capture-collections-guide-managers/planning-implementing-projects-guide-managers.html>

The NINCH Guide to Good Practice in the Digital Representation and Management of Cultural Heritage Materials. 1st ed, National Initiative for a Networked Cultural Heritage, 2002. - <http://chnm.gmu.edu/digitalhistory/links/pdf/chapter1/1.17.pdf>

Guide to Good Practice Digitization Standards for the Canadian Museum of Civilization Corporation. Brosseau, Kathleen, Mylène Choquette and Louise Renaud, 2006. - <http://www.historymuseum.ca/wp-content/uploads/2016/04/numerisation-digitization-2006-e.pdf>

York University Digital Preservation Policy, 2015. - <http://digital.library.yorku.ca/tags/digital-preservation-policy>

Federal Agencies Digital Guidelines Initiative. - <http://www.digitizationguidelines.gov/>

Demystifying Copyright: A Researcher's Guide to Copyright in Canadian Libraries and Archives. Jean Dryden, 2014 (2nd ed).

Archives of Ontario resources. - <http://www.archives.gov.on.ca/en/education/resources.aspx>

OurDigitalWorld's resources. - <http://ourdigitalworld.net/resources/>

VITA Digital Toolkit guides. - <http://help.vit toolkit.ca/>

The Baring Archive Digitization Selection Model. - https://www.baringarchive.org.uk/materials/the_baring_archive_digitisation_selection_model.pdf

Introduction to Imaging. The Getty Research Institute. - http://www.getty.edu/research/publications/electronic_publications/introimages/index.html



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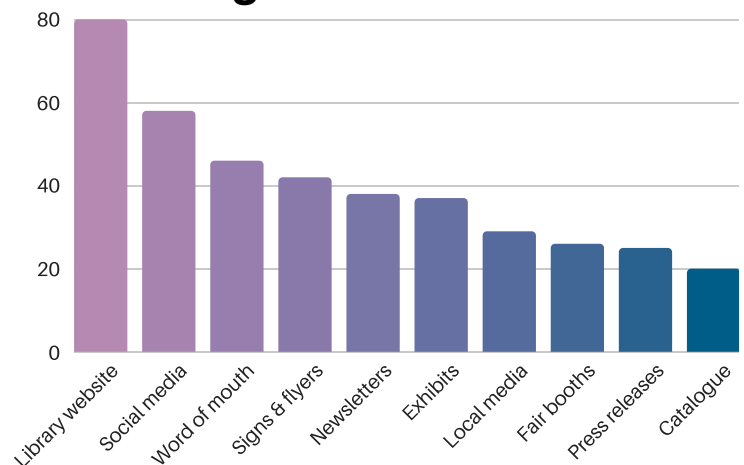
Digitization in Ontario Public Libraries A Fresh Look

Over the summer of 2018, we asked public libraries in Ontario to tell us whether they have archival or special collections, what items they hold, how they are digitizing those collections, and what feedback they get. Our key findings:

- Three-quarters of Ontario public libraries have special collections
- Almost 60% are currently collecting unique materials - 80% through unsolicited donations
- 89% of collecting libraries take in locally-relevant materials
- Almost half of all libraries accept digital materials; another 28% plan to in the future
- Most library special collections do not represent women, Indigenous people, people of colour, immigrants, Franco-Ontarians, LGBTQ communities, or other marginalized groups we asked about
- Almost every community has an organization to accept unique materials, whether it be a library, archive, museum, or historical society - many have more than one collecting organization
- Most libraries have no strategic or practical guidelines to govern digitization or digital preservation
- 36.4% of collecting libraries were digitizing when we asked; 26% have never digitized
- Many libraries digitize on a project basis, usually because of a one-time opportunity
- Half of respondents rely solely on their library's budget for digitization funding; 80% of budgets allocate under \$5,000/year for digitization
- 85% said their library allocates less than 0.5FTE for digitization work

- Most respondents said that lack of staff time, lack of project funding, lack of ongoing funding from the library budget, and lack of training and expertise were major barriers to digitization
- Libraries are interested in training on almost everything: digital preservation, imaging, copyright, multimedia conversion, metadata, grant-writing and fundraising, digital storage and access, and "where to start"
- 74% of libraries would contribute metadata to an aggregate search portal, though most of those would like technical or financial help
- Most libraries are not doing targeted outreach around their digital collections with the community; about 20% only do passive or informal advertising in general
- Most are measuring the use of their digital collections with web analytics, often for annual statistics or library board reporting; some are using them to plan future outreach, fundraising, or digitization activities.

How do libraries promote their digital collections?



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