



ATALM 2024 - Palm Springs, CA

Greetings!

Please read the information in this workshop packet closely.

The [Community Archiving Workshop](#) (CAW) is organizing a one-day workshop in partnership with [The Onöhsagwë:de' Cultural Center](#) (OCC). This is the second workshop organized and delivered under the National Endowment for the Humanities grant funded project *Expanding the Circle of Care for Audiovisual Collections in Tribal Archives*. All of the workshops delivered by CAW through the *Expanding the Circle of Care* project is made possible in coordination with the Association of Moving Image Archivists and the Association of Tribal Archives, Libraries and Museums.

In the weeks following the workshop, participants will have the opportunity to attend an online training module: *AV Essentials: Digital File Storage and Maintenance* which will be offered over Zoom.

This workshop at the ATALM 2024 conference is made possible thanks to the generous contribution of time and knowledge from the workshop team.

Collection Partners: Hayden Haynes, Randee Spruce, and Brianna Lyman

Workshop Team Leads: Afsheen Nomai, and Sandra Yates,

Workshop Team Members: Kate Dollenmayer, Lorena Ramírez-López, Lulu Zilinskas, Pamala Vadakan and Moriah Ulinskas.

Date: Tuesday, November 12, 2024 , 9:30 AM - 4:00 PM

Location: Santa Rosa Room, Renaissance Palm Springs Hotel
888 E Tahquitz Canyon Way, Palm Springs, CA 92262

Lunch will be buffet style in the hotel restaurant and is provided free for all workshop participants through registration.

To participate in the collaborative inventory process, please bring a tablet or laptop, if you have one. WiFi connection will be available.

About our Collection Partner

The Onöhsagwë:de' Cultural Center (OCC) located on the Allegany territory of the Seneca Nation is home to the Seneca Nation's archives and museum collections. Through our collections we hope

to preserve the collective experience of the Onöndowa'ga:' (people of the great hill) and the Hodinöhsö:ni' for future generations of community members, researchers, and the public. Museum and Archive staff at the OCC are the safekeepers of traditional and original artwork, archaeological artifacts, historical documents, including articles, special publications, historical and family photographs and various audio-visual materials regarding the Onöndowa'ga:' and Hodinöhsö:ni'.

The audio-visual materials brought with the representatives of the OCC for the workshop include mini discs, mini cassettes, cassettes, floppy discs, mini video tapes, VHS tapes, beta tapes, and reel to reels. Majority of the A/V materials are of prominent community members interviewed on matters of historical significance to the Seneca Nation. Nya:wëh to those participating in the workshop helping us address the condition of our A/V materials and organize the collections for future use by our community members and the general public.

Contact Information

CAW Workshop Team Leaders

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Afsheen Nomai, afsheen.nomai@gmail.com

SCHEDULE OF THE DAY

9:00 - 9:30	Welcome and Introductions
9:30 - 11:00	Technical and Instructional Presentations
11:00 - 12:00	Work stations: Inventory/Inspection
12:00 - 1:00	Lunch
1:00 - 3:00	Work stations Part 2: Inventory/ Inspection;
3:00 - 4:30	Demonstrations: Audio digitization, Video digitization, Film inspection Inventory/Inspection continues
4:30 - 5:00	Wrap up: Community Conversation + Evaluations

RESOURCES

Community Archiving Workshop

- CAW Resources
<https://communityarchiving.org/resources/>
- CAW Handbook
<https://communityarchiving.org/handbook/>
- Training of Trainers (TOT) Curriculum
<https://communityarchiving.org/totcur/>
- Inventory Template
<https://communityarchiving.org/2023/11/04/inventory-inspection-templates/>
- Go To AV Resources
<https://communityarchiving.org/goto/>

Audiovisual Asset Identification and Care

- California Revealed Audiovisual Format Identification Guide
<https://californiarevealed.org/sites/default/files/avformatguide>
- Library of Congress Care, Handling, and Storage of Audio Visual Materials
<https://www.loc.gov/preservation/care/record.html>

35mm, 16mm, 8mm and Super8 Film Preservation

- National Film Preservation Fund: The Film Preservation Guide
<https://www.filmpreservation.org/preservation-basics/the-film-preservation-guide>
- Film Forever
<http://www.filmforever.org/>
- Little Film
<http://www.littlefilm.org/>
- Kodak edgecode guide
<http://www.filmforever.org/Edgecodes.pdf>
- blank print condition report
https://www.filmpreservation.org/userfiles/image/PDFs/pcr_blank.pdf

Video Preservation

- Videotape Identification and Assessment Guide
<http://www.arts.texas.gov/wp-content/uploads/2012/04/video.pdf>
- BAVC Preservation Glossary
<https://cool.culturalheritage.org/byorg/bavc/bavcterm.html>
- Digitizing Video for Long-Term Preservation: An RFP Guide and Template
<https://memoriav.ch/wp-content/uploads/2014/07/VARRFP.pdf>
- AV Artifact Atlas
<https://www.avartifactatlas.com/>

Audio Preservation

- Safeguarding the Audio Heritage: Ethics, Principles and Preservation Strategy
http://www.iasa-web.org/sites/default/files/downloads/publications/TC03_English.pdf
- Guidelines on the Production and Preservation of Digital Audio Object
<http://www.iasa-web.org/tc04/audio-preservation>

Digital Preservation

- Indigitization: Tools for Digitizing and Sustaining Indigenous Knowledge
<https://www.indigitization.ca/>
- NSW Australian Mukurtu Hub
<https://mukurtu-nsw.org.au/>
- Recollection Wisconsin's Digital Readiness Toolkit
<https://recollectionwisconsin.org/accessing-the-digital-readiness-toolkit>
- Digital Public Library of America (DPLA) Self-Guided Curriculum for Digitization
<https://dp.la/news/new-self-guided-curriculum-for-digitization/>
- The Environmental Impact of Digital Preservation, Digital Bedrock
<https://www.digitalbedrock.com/resources-2>

Archival Storage Supplies

- University Products: Acid-Free Boxes, Folders, Envelopes, Clear Enclosures
<https://www.universityproducts.com/archival-storage>
- Gaylord: Archival Supplies, Acid-Free Boxes, Tissue & Photo Storage
<https://www.gaylord.com/c/Preservation>
- Archival Products
<https://archival.com>
- E. Gerber Products
<https://www.egeber.com/>