Michigan Digitization Project Workflow

Item Selection & Processing

Public Services & Acquisitions

Librarians Select & Buy Books & Journals → Ordering, Receiving, & Cataloging

User Reported Metadata Corrections

Mirlyn (online public access catalog)

Materials Shelved

Records Posted for Google to retreive

Item Process Status Added

File of Checked-in Barcodes

Selection & Prep for Digitization

Circulation & Stack Management – MDP Operations Team

Shelf Range Selected for Digitization → Barcoded & Wanded → Physical Volumes Prepared for Delivery to Google

Google

Google Intake Process → Volume ok to Scan? — Yes → Google Scans Volume → Google OCRs Volume → Google Makes Images & Data Available via Delivery System → Google Converts Images & Data to MDP Specification

No →

Google Rejects Physical Volume

Google Returns Physical Volume

UM Scanned Images Uploaded to Google for OCR

Process Status Removed from Mirlyn Item Record

File of Returned Barcodes Sent to Library Systems

Physical Volumes Returned to MDP Operations Team for Disposition

Physical Volume Reshelved in Library

Re-Processing Due to Metadata Issue

MDP Operations Team

Physical Volume Resubmitted to Google ← Item Corrected by MDP Operations Team ← Yes — Item Lacking Bib Record? ← NO — Is It a Publisher Opt-out?

No ↓

Item Corrected by MDP Operations Team ← Yes — Item Lacking Barcode?

No ↓ YES

Volume Processing & Ingest

Core Services Unit

Images & Data Retrieved from Google via GROOVE → Images & Data Files Decrypted & Decompressed via GROOVE → Images and Data Files Validated via GROOVE → Checksum Values Loaded Into Checksum Archive Database

Addition of Materials Scanned by UM Prior to Google Agreement

METS Documents Created

Handles Created for Documents

Data File of Barcodes for Mirlyn Record Update

Quality Review Samples Created

Library Systems Updates Mirlyn Record & Adds DOI to 2nd Call Number

Document & Images Loaded

Rights Db Updated Based on Copyright Status & Digitization Source (DC vs MD in Item Statistic)

Copyright Status Research

Metadata Pulled from Mirlyn if Public Domain

OAI Records Made Available in OAI Provider

Quality Review

Quality Review Sample Images

Re-Processing Due to Condition Issue

Preservation Unit

Preservation Intake for Items Rejected for Other Reasons

Rebinding & Repair of Physical Volume ← Item Repair & Rebinding Preparation ← Yes — Item Repairable or Rebindable? — No →

Digitization @ UM

Digital Conversion Unit / Digital Reformatting

Digital Conversion Unit Intake Process → Physical Volume Prepared for Scanning → Physical Volumes Shipped for Scanning or Scanned Internally → Page Images Given Rudimentary Quality Review → Are Page Images Acceptable? — No → Physical Volume Rescanned

Yes ↓

Materials from Special Collections (not part of Google project)

Condition of book good? — no → Physical Volumes Withdrawn from Collection

yes → Physical Volume Reshelved

FINISH

Access System Dev.

Information Retrieval Unit

Access System Development → UII & Usability Testing

FlowChart Key

Blue indicates the primary workflow

Yellow indicates the first deviation from primary workflow

Pink indicates the second deviation from primary workflow

Green indicates the third deviation from primary workflow

Title: MDPflowchart_v3.graffle
Modified: Thu Dec 04 2008

MARIA MITCHELL
LIFE, LETTERS, AND JOURNALS