Introduction to Omeka

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Workshop Agenda

- Introduction: what is Omeka and what are digital archives?
- Review and Discussion of digital projects built with Omeka
- Working with Omeka: navigation, metadata, organization
- Demonstration: Omeka S Sandbox
- Small group activity + class discussion

Slides and handout available at

http://bit.ly/sp23-parr-insh2102-omeka



Introduction to Omeka



Introduction to Omeka



- Developed by the <u>Corporation for Digital Scholarship</u> (CDS), a non-profit started in 2009 at the <u>Roy</u>

 <u>Rosenzweig Center for History and New Media</u> at George Mason University.
- CDS maintains and funds a host of open access tools for researchers and cultural heritage institutions including: <u>Zotero</u>, Trophy, PressForward, Sourcery, and Omeka.

What is Omeka?

- Omeka is a web publishing platform for items, exhibits, and collections
- Designed with scholars, librarians, educators and archivists in mind,
 Omeka emphasizes the role of metadata in archiving and curation
- Omeka offers the ability to contextualize items & bring them in conversation with one another
- Omeka makes it easy to create and update metadata using **Dublin** Core standards



Versions of Omeka

There are three different versions of Omeka, each with their own benefits for different types of audiences, institutions, and users.

Omeka.net: version of Omeka that includes a free and priced plan options, including support and hosting by Omeka (CDS).

Omeka Classic: version of Omeka built for individuals or educators where each site requires a different installation, including separate hosting (domain/URL).

Omeka S: version of Omeka for institutions managing a sharable resource pool across multiple sites or other collections and resources.



Feel free to ask questions at any point during the presentation!

Properties of Omeka

Like other web-publishing platforms (like Wix or WordPress), different versions of Omeka come with customization features, like **plugins** and **themes**.

- Plugins: pieces of software that add new features or functionality to existing applications.
- **Themes**: foundational design of a website, including typography, color palettes, layout, header and footers, backgrounds, etc.



Web-Publishing Platform Vocabulary

- **Domain**: a domain name is the unique URL that leads to a website.
- Navigation: the way a user moves through your website using menus, buttons, and links.
- **Menus**: the collection of hyperlinked pages used to navigate through a website. Menus are usually located at the top of a website or on the left or right side of the webpage.
- **Hosting**: the process or business of housing, serving, and maintaining files for a website. This can be done locally, institutionally, or via larger servers.



Digital Archive Vocabulary

- **Collections:** group of items arranged around a particular subject.
- **Exhibits**: pages created to showcase archival items or collections around subjects, to tell a story or narrative, or convey a specific message. Materials are accompanied by interpretive text.
- **Metadata**: fields or types of data that provides information about or describes data, like the fields "author," "title," and "place of publication" for a book in a library catalog system.

Website Hosting

- Paid versions of Omeka include **hosting** and support of maintenance on the CDS servers.
- Omeka.net includes a free "trial" account to build a single page with limited themes and plugins, but uses the same code as Omeka Classic without a time limit.
- Hosting is important because it is integral to site sustainability, maintenance, domain URL, project identity.
- **Reclaim Hosting**: a non-profit used by many academics for web hosting with domain registration.



Reclaim Hosting

Reclaim Hosting: founded in 2013, this organization provides educators and institutions an easy way for students to control and own their domains and web hosting for digital projects/identities.

- Reclaim Hosting has a discord and very communicative customer support, working to empower educators and projects with public facing, open access projects to own and control their work.
- Supports popular applications including: WordPress, Omeka, Scalar, Drupal, phpBB, Canvas, and more. (Over 100+ applications!)



Group Activity: Omeka Projects



Example Omeka Projects

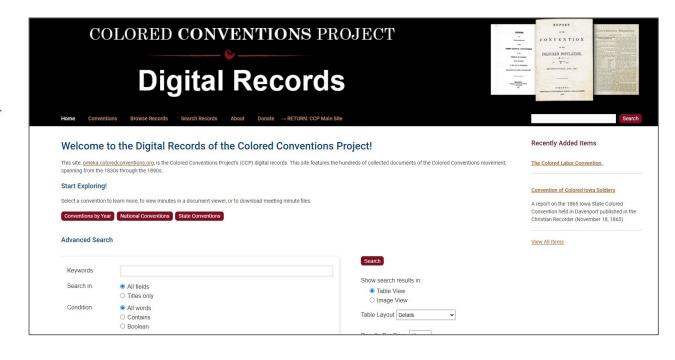
Many different projects use Omeka to organize, describe, and exhibit archival materials. Here are a few examples we will be looking at today:

- Colored Conventions Project: https://omeka.coloredconventions.org/
- The Pattern Maker's Vice: https://patternmaker.omeka.net/
- Texts of Taste: http://www.textsoftaste.com/
- Round the Globe: Travel Routes of Children's Literature: https://roundtheglobe.omeka.net/



Colored Conventions Project

The Colored **Conventions Project** (CCP) is a digital humanities project led by students, faculty, and librarians featuring a digital archive of the Colored Conventions meeting notes, but exhibits, curriculum, and more.

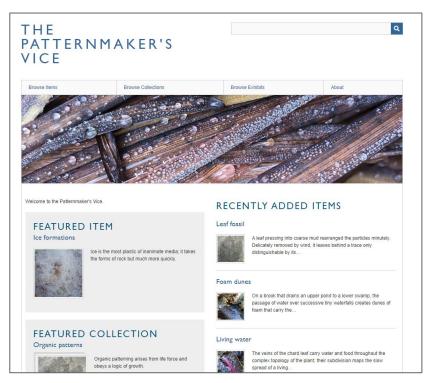




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Feel free to ask questions at any point during the presentation!

The Patternmaker's Vice

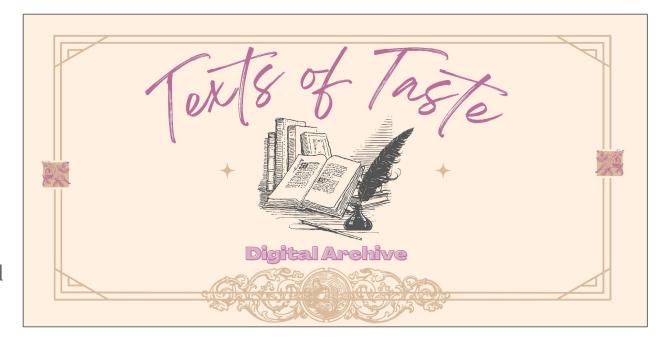


The Patternmaker's Vice is a digital exhibit created by Northeastern University faculty member Julia Flanders (Digital Scholarship Group) exploring images related to her work with textiles. She explores the connections between visual patterns in textiles and the natural world.



Texts of Taste

Texts of Taste is a digital archive created by Avery Blankenship, a PhD Student at Northeastern (English Department). The archive hosts annotated, marked-up, and otherwise notated 19C American recipes and cookbooks.



Round the Globe: Travel Routes of Children's Literature



Round the Globe: Travel Routes of **Children's Literature** is a collaborative project looking at the history of children's literature as shaped by transnational trade, colonialism, evangelism, and struggles for independence. The team includes Sreemoyee Dasgupta, Mehdi Farhoodinia, Gabriella Lee, and Courtney Weikle-Mills.



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Your Turn: Explore Omeka Projects!

In groups of 6 or 7, select one of the Omeka projects to click through and explore. Look at the about pages, exhibits, collections, items. When exploring, consider these questions:

- What do you notice about this site?
- What kind of materials are they organizing?
- What information do you notice in the metadata?
- Is there anything distinguishing about the sites?
- What are some of your first impressions and/or observations of the projects?



Class Exploration: Omeka Projects

Many different projects use Omeka to organize, describe, and exhibit archival materials. Choose a project and explore it in your groups!

- Colored Conventions Project: https://omeka.coloredconventions.org/
- The Pattern Maker's Vice: https://patternmaker.omeka.net/
- Texts of Taste: http://www.textsoftaste.com/
- Round the Globe: Travel Routes of Children's Literature: https://roundtheglobe.omeka.net/



Tool Demonstration: Omeka S Sandbox



Omeka Demonstration: Sandbox

To get a feeling for Omeka, we will be using the Omeka S sandbox, a free platform that Omeka provides to explore the tool: http://dev.omeka.org/omeka-s-sandbox/login

This sandbox allows users to test the functionality of Omeka before creating an account. It is reset three times a week.



Omeka Sandbox Login

To access the Omeka Sandbox login, you will need to login with one of the three accounts listed. Here is the sample login information:





Metadata Standards: Dublin Core

Metadata Standards: a shared system used by projects and institutions to structure and understand data, including principles and rules for implementing the description and categorization of data.

<u>Dublin Core:</u> first created in 1995, this standard includes elements to describe items in information systems and is used by many groups.



Dublin Core Specifics

- Dublin Core was created to reject siloed cultural memory and enable radically open cultural heritage data.
- It is designed to be simple and flexible, which has both advantages and disadvantages.
- Fields include: title, contributor, creator, date, subject, description, format, identifier, language, publisher, relation, rights, source, and type.



Dublin Core Best Practices

- All the fields are optional, so you can choose which you want to use to describe the items in your archive; be strategic about which fields you select!
- It is essential to have consistency in metadata fields across your items: both in which you select and in how you fill those in (for instance, you don't want to have "Firstname Lastname" in half your "creator" fields and "Lastname, Firstname" in the other half)

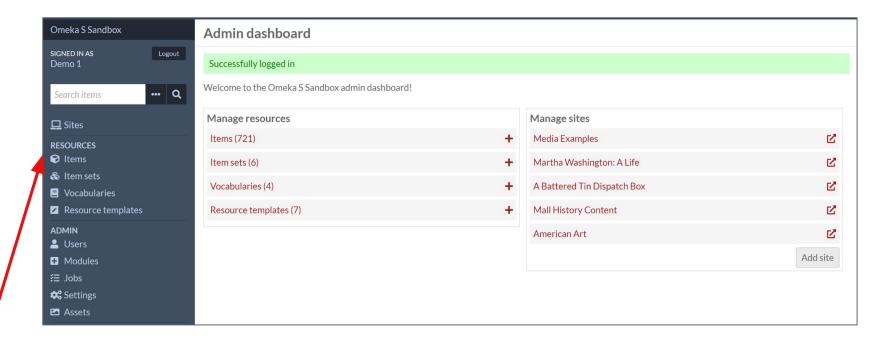


Key Omeka Terms

- **Items:** the different individual files, artifacts, books, or discrete pieces of data added to Omeka.
- **Item Types**: different categorizations given to items in Omeka that can include things like text, still image, person, email, building, etc.
- **Exhibits**: pages created to showcase archival items or collections around subjects, to tell a story or narrative, or convey a specific message in interpretive text.
- **Exhibit Pages:** website pages on Omeka for different exhibits, complete with different formats including gallery, text, file, etc.
- **Tags:** a description "marker" added to items that is used in web-based approaches for managing information across collections and exhibits in Omeka.

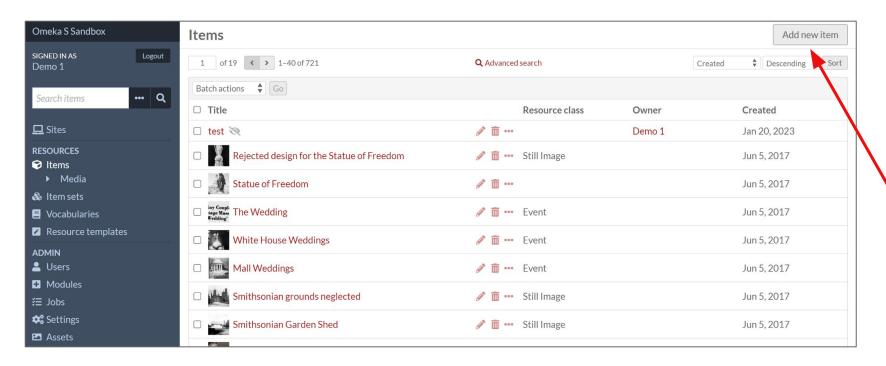


Navigating Omeka S



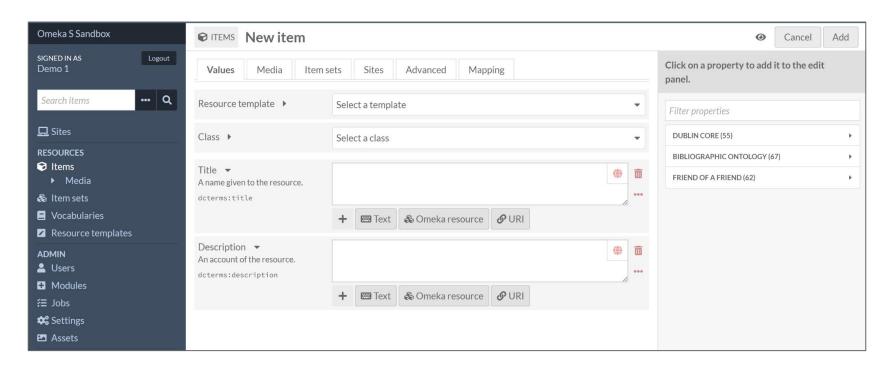


Add New Items





New Item Interface





Your Turn!

Log into to the Omeka Sandbox: http://dev.omeka.org/omeka-s-sandb ox/login.

Use the following login credentials:

- Email: omekasdemo1@example.com
- Password: omekasdemo1

In your groups, look through any existing items that have been added and try to add an item of your own using a Boston landmark or Northeastern campus building. Consider:

- What metadata fields are surprising to you?
- What are the challenges in understanding metadata fields?
- What kind of tags do you see people using? What kinds of tags would you use to describe buildings and architecture?
- What are some interesting observations you had in working with this tool?



Feel free to ask questions at any point during the presentation!

Questions?



Thank you!

If you have any questions, contact DITI at nulab.info@gmail.com

Developed by: Juniper Johnson, Dipa Desai, Talia Brenner, Adam Tomasi, Sarah Connell, and Patrick Murray-John

Digital Integration Teaching Initiative

Slides, handouts, and data available at

http://bit.ly/sp23-parr-insh2102-omeka

DITI Office Hours: https://calendly.com/diti-nu/

We'd love your feedback! Please fill out a short survey here:

https://bit.ly/diti-feedback



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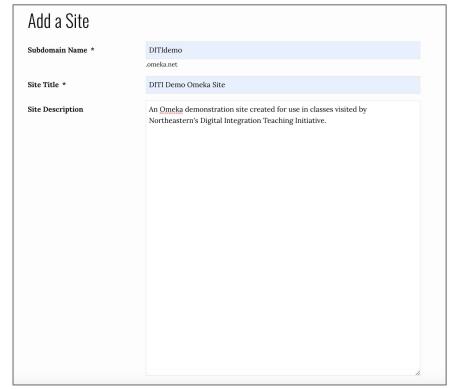
Feel free to ask questions at any point during the presentation!

Omeka.net Step-by-Step Tutorial



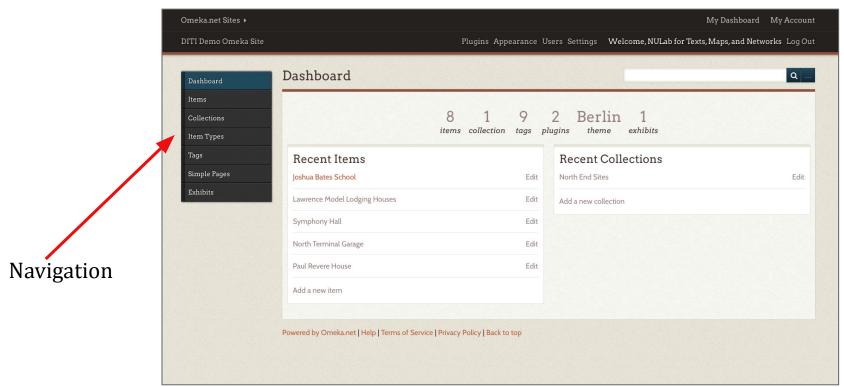
Creating Your Omeka Account

- Go to: https://www.omeka.net/signup
- Choose a trial plan
- Click on the activation link sent to your email
- Then, under "Add a Site," enter a subdomain name (for the URL), site title, and site description
- Once you create the site (with the trial on Omeka.net) you can't set it to private. <u>But</u> you can control whether individual items, exhibits, or pages are private. We will learn how to do that soon!





Omeka Dashboard





Adding Items

- Under the "Items" tab, click "Add an Item"
 - You can upload multiple files for one item
 - You can choose whether to make an item public or not
 - You can edit items once they are added
- Then, add metadata!







Adding Metadata

- Dublin Core vs. Item Type Metadata
 - Dublin Core is the basic information that will be relevant across items
 - Item Type Metadata is additional information that is likely to be relevant for specific item types (e.g. duration for moving images, or subject line for emails)

Add an Item

Item Type Metadata Files

Tags

Dublin Core

- You can add additional input fields (for both types of metadata)
- Formatting text in metadata fields
 - If you click "Use HTML" you will get more formatting options
 - You can also enter basic HTML to make formatting edits that are not available in the default editor; for more information on the HTML editor, visit this page.



Dublin Core

- Dublin Core is a set of metadata standards (fun fact: it was named after Dublin, Ohio, not Dublin, Ireland!)
- It was created to reject siloed cultural memory and enable radically open cultural heritage data
- It is designed to be simple and flexible, which has both advantages and disadvantages



Dublin Core Best Practices

- All the fields are optional, so you can choose which you want to use to describe the items in your archive; be strategic about which fields you select!
- It is essential to have consistency in metadata fields across your items: both in which you select and in how you fill those in (for instance, you don't want to have "Firstname Lastname" in half your "creator" fields and "Lastname, Firstname" in the other half)



Adding Files to Items

- You can add multiple files to an item
- If you have more than one file, you can drag the order of files to change which one appears as the key image





File-Specific Metadata

- You can add metadata for the files that you attach to your items
 - In this instance, the item is Old North Church, the <u>building</u>, and the file attached to the item is the <u>image</u> of it
- File metadata does not appear automatically. Once you upload an image, you need to click "edit" to get to the metadata.

Edit file-specific metadata here



File-specific metadata



Organizing Items: Tags and Collections

- Items can have multiple tags, but they can only have one collection
- Origin: Tagging is more of a webfocused approach to managing information, whereas collections are from physical archiving, where every item needs a collection



Adding and Editing Tags

- You tag items through editing an item
- You edit tags through the "tags" tab

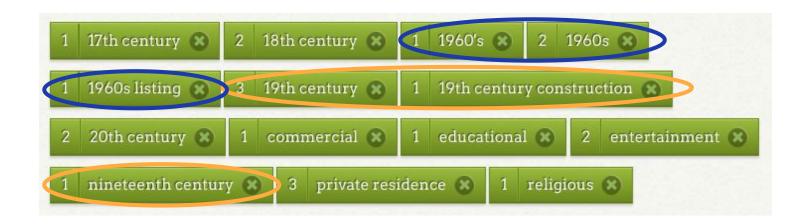






Editing Tags, continued

Make sure your tags are consistent!





Adding Collections

- Unlike tags, you create a collection before adding items to it
- Adding a collection is a lot like adding an item
 - Under the collections tab, click "Add Collection"

- Browse Collections (1 total)

 Items

 Collections

 Item Types

 Tags

 Simple Pages

 Exhibits

 Browse Collections (1 total)

 Add a Collection

 North End Sites (Private)

 Edit
- Remember: items can only belong to one collection
- You can choose whether to make a collection public or not with these boxes



View Public Page

Delete

Public Featured

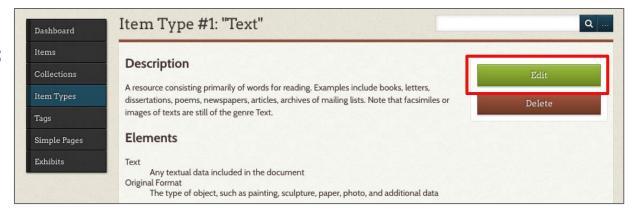
Adding Collections





Item Types

- **Item types** are the different categorizations you can assign to an item. These include text, still image, person, email, etc.
- You can edit item types by clicking on "edit," under the Item Types tab.
- There, you can edit the **description** of an item type and its elements.
- Elements are the different attributes of an item type.





Editing Elements for Item Types

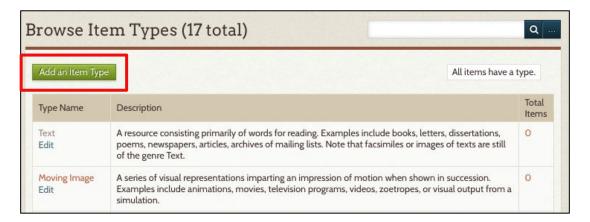
- You can add existing elements from a list or create new ones
- You can also remove the default elements for an item type (but make sure you think carefully before doing this!)





Adding New Item Types

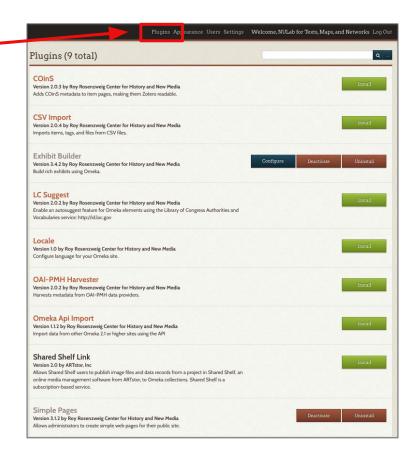
You can add completely new item types by clicking the "Add an Item Type" button, giving the new item type a name and description, and adding elements to it (either existing or new).





Plugins

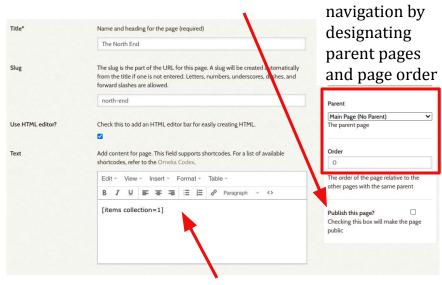
- To create simple pages and exhibits, you first need to install these plugins
- Click "Plugins" in the top menu and install Simple
 Pages and Exhibit Builder



Creating Simple Pages

- **Simple pages** allow you to create web pages for your digital archive
- To add a page, click "Add a Page" under the "Simple Pages" tab. You can then add a title and edit the slug
- You choose items for your page by entering **Omeka shortcodes** into the text box (you can also use the text box just for text). A complete list of shortcodes can be found <u>on the Omeka website</u>, but useful ones include:
 - [items collection=1]
 - [items item_type="still image"]
 - [items tags=commercial,educational]

You can choose whether to make the page public



This shortcode indicates that we want all items in Collection 1 to be included on this page

Establish



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Feel free to ask questions at any point during the presentation!

Creating Exhibits

- **Exhibits** are a more robust way to provide access to (and curate!) the contents of your archive. Exhibits are composed of pages (which in turn showcase items).
 - o To add an exhibit, click "Add an Exhibit" under the Exhibits tab
 - From here, you can give the exhibit a title, a slug, a credit line, and a description. You can also apply tags and choose a theme and cover image, and decide what you want the starting page to be.
- You can add existing pages to your exhibit or create new ones
- Even when you are adding an existing page to your exhibit, you can only establish the **layout** of items on the page through the Exhibits tab





Exhibit Pages

- The contents of exhibit pages are organized by blocks
- Layout options for blocks are: file with text, gallery, text, and file.
- Once you choose your layout option for a block, you can select the items to include
- Although some of the layout options display thumbnail images, you are curating the item, not the attached file(s), in your exhibit





Themes and Site Appearance

Under the Appearance tab in the top menu:

- "Themes" allows you to choose a visual theme
- "Navigation" allows you to control the main menu bar
- "Settings" offers some display choices, including how metadata appears and how thumbnails work

