

**Determining Selection Priorities for Digitization Projects within the North Carolina
Collection of the Forsyth County Public Library**

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INTRODUCTION

The North Carolina Collection of the Forsyth County Public Library is a local history collection housed in the library's central branch in downtown Winston-Salem, North Carolina, and is a participant in several current and planned digitization projects. One of these is the Digital Forsyth regional collaboration, which provides online access to historical photos from several collections in the area. Another is a smaller-scale online photo collection completed by the library itself. There are also plans to digitize vertical file and genealogical research materials for use within the library, as well as certain fragile books.

This study will attempt to identify a framework for prioritizing the selection of materials for digitization within the collection, by comparison with past initiatives, user surveys, usage data, and interviews with the librarians who manage the collection.

LITERATURE REVIEW

Digitization Projects in General

There has been significant discussion in recent years of both the need for digitization projects and of the mechanics of these projects. Abby Smith of the Council on Library and Information Resources (CLIR) states that as "more and more is born digital and a new generation of users grows up with digital as the default mode of delivery, resources that are not in digital form will be 'orphaned' over time because they are in 'obsolete' formats." (Arthur, Byrne, Long, Montori, & Nadler, 2004, p.4) In an article in *The New York Times*, Edward Ayers of the University of Virginia notes that "an illusion (is) being created that all the world's knowledge is on the Web, but we haven't begun to glimpse what is out there in local archives and libraries... Material that is not digitized risks being neglected as it would not have been in the past, virtually lost to the great majority of potential users" (Hafner 2005).

Hughes (2004) stresses that most digitization projects are a one-time opportunity, due to funding and other issues, and therefore should be well-planned in advance and should adhere to a specific set of policies. An October 2007 OCLC report addresses the issue of digitization projects with even more of a sense of urgency. Questioning the assertion that

“we’ll only get one chance to do it” (Erway & Schaffner, 2007, p.3), the report stresses access over preservation, scanning as materials are accessioned and “on demand”, and quantity over quality, the assumption being that libraries should begin digitizing as much material as possible as soon and as quickly as possible, and worry about some of the more nagging details (extensive cataloguing and metadata, etc.) later. On the last point, at least, Hughes would presumably agree; in her view, one of the primary benefits of online databases is their ability to be continually updated, allowing more material to be made available at earlier stages and additional data to be added at a later date.

Sally (1999) found that photographic collections were the most common digitization projects (77.1%), far ahead of manuscripts (31.4%), books and diaries (28.%), and maps and newspapers (14.3%). While the specific proportions may have changed over time, photo collections are still some of the most common and most visible digitization projects, particularly among history-related initiatives, and are therefore the focus of considerably more case studies than are text-based materials (Downer, Medina, Nicol, & Trehub, 2005; Galloway, 2004; Schlumpf & Zschernitz, 2007).

Access vs. Preservation

Essential to any digitization project is the determination of whether the project will be based primarily on access or preservation, as well as the decision of which collections (and which specific items within those collections) will be digitized.

The issue of digitization as a preservation strategy is controversial, due to the fact that any digitized materials must be accessed using specific types of computer hardware and software. All sources generally agree that a higher resolution format without “lossy” compression (which eliminates data) is best, whether or not preservation is the goal. Hughes (2004) and others stress that digitization is not currently considered to be an appropriate form of archival preservation, that it is “not a substitute for microfilming, and a digital master copy is not a ‘preservation master’” (p.51). Balas (2007) questions the future accessibility of digital materials from a license and technological standpoint, although only the latter is applicable to self-digitized materials

There is not, however, universal agreement on the issue of digitization as an appropriate preservation technique. Koelling (2004) lists pros and cons of access vs. preservation as a digitization format, the former being less expensive and involving less time and fewer resources, and the latter resulting in enhanced usability and flexibility with the completed project. Koelling's work is almost exclusively related to photographic collections, and ethical considerations of the archival format are also an issue: archival materials must be manipulated as little as possible. While image enhancement and repair can be very useful research tools and can uncover heretofore unseen information, they should not be applied to archival masters. Westney (2007) also considers the "intrinsic value" of original materials, whether copies are appropriate research surrogates for originals, and other issues surrounding the integrity of digital surrogates. The consensus, though, seems to be that digitization should be seen as means of preservation rather than an end: providing access to digital copies fosters preservation primarily by keeping fragile originals from being handled so much (Schlumpf, 2007; Hughes, 2004; Scally, 1999).

Selection Criteria

A number of models for material selection have been advanced, many of them based on earlier collection development and preservation models. Columbia University's selection criteria for digitization projects are fairly comprehensive and most other such lists incorporate similar points:

- Value (rarity, completeness, depth)
- Demand
- Non-duplication
- Added-value criteria (collaborative potential, enhanced access, enhanced quality)
- Intellectual property rights
- Preservation criteria (potential for surrogates, safety of materials during digitization process)
- Technical feasibility
- Intellectual control (organization of materials, availability of staff, cataloguing)
(Columbia University Libraries 2001).

On the issues of value, intellectual property rights, and certain aspects of preservation criteria (specifically the need not to harm original materials even in an effort to promote access), there is some level of agreement. Almost all history-related projects cite the rarity, uniqueness, or non-duplication of material as a vitally important criterion for digitization. Gemmill (2005) would include “historical significance” under this definition of value. Concern over intellectual property and copyright is near universal as well; in general, digitization projects to be made available online must be limited either to public domain material or those for which copyright is held or able to be acquired by the institution. Projects local to the library may fall under fair use/library copying guidelines, although there is not complete agreement on this issue (Hoffman, 2005).

Technical feasibility has been the subject of numerous case studies focused on formats and resolutions, recommended equipment, database interoperability, and other considerations. Books and large format materials such as maps require expensive scanning equipment in order to minimize damage to the originals. Not surprisingly, the consensus generally has been that higher resolutions and non-lossy compression formats are best, interactive databases and inclusion in the online public access catalogue (OPAC) is advisable, and equipment should be selected based on its speed, its ease of use, and its ability to minimize damage to original materials (Bond, 2006; Schlumpf, 2007; Boyd & Creighton, 2006; Downer et al., 2005).

An area of some controversy is the idea of selection based on prior use and demand. De Stefano (2001) recommends basing selection decisions on the most effective use of resources; seldom-used materials should always be a lower priority. Harris, however, cautions that while current use, particularly heavy use, may be one of the best predictors *currently available*, there is still “little indication that current or past use indicates future use” (2000, p. 215). There is some evidence that digitization itself can foster use; digitizing and providing access to portions of a collection, for example, often leads to increased interest in the entire collection (Hughes, 2004), which can also be seen as an added value, alongside increased accessibility.

Ross Atkinson’s “Selection for Preservation: A Materialistic Approach” discusses three classes of materials and the appropriate preservation strategy for each in an academic library setting. Class 1 consists of special collection and unique materials, where conservation is the

recommended option. Class 2 materials are high use, high demand items, with replacement or preservation photocopies suggested for preservation. Class 3 includes lower use materials, which are more appropriate for microfilming. (Atkinson, 1986). De Stefano (2001) criticizes the application of this model to digitization projects, assuming that digitization would be the substitute for microfilm and arguing that expending the required resources on little-used material would be wasteful. Bremer-Laamenen and Stenvall (2004) agree that digitization would not be necessary for class 3 materials, but also recommend digitization for access purposes for class 1 items and often for class 2 as well.

Some approaches to selection have added a more “capitalistic” or marketing based focus as well. Hughes cites the UNESCO, IFLA, and ICA *Guidelines for Digitization Projects* (2002), which suggest that in addition to being driven by demand, preservation, and opportunity, digitization projects should also be “revenue driven: we might make some money from it” (UNESCO, IFLA, and ICA, 2002, p.7). Michel (2005) notes the marketing potential of using high profile popular culture collections, such as the “Dino at the Sands” project at University of Nevada Las Vegas, which featured entertainers and photos from the “Rat Pack” era and increased overall interest in -- not to mention the visibility, and presumably the funding of -- the library’s special collections. He also raises the question of whether projects should “target ‘important’ stuff, academically trendy stuff or simply the most popular high-demand stuff” (p. 383). His answer, apparently, is to use the imagination and target the material’s potential for alternative uses, with marketing being one of those potential uses.

ABOUT THE NORTH CAROLINA COLLECTION AND RELATED PROJECTS

The North Carolina Collection

The North Carolina Collection of the Forsyth County Public Library consists of local history items and is housed in the system’s central facility in downtown Winston-Salem, North Carolina. Materials are grouped as follows:

- Printed materials: These are the books, government documents, and pamphlets that are catalogued and included in the online public access catalogue (OPAC).

- Vertical file: This file contains other printed material, such as clippings, pamphlets, and other publications that are not catalogued and are not included in the OPAC.
- Newspapers on microfilm: Content is not indexed nor catalogued.
- Maps: Generally not catalogued.
- Periodicals: Earlier volumes are bound and shelved within the North Carolina Collection, while newer issues are stored with general periodicals.
- Genealogy Collection: A separate collection of over 3,000 items is maintained for genealogical research, including an additional vertical file and microfilmed census records, among other items.
- Photograph Collection: This collection includes news and commercial photographs documenting Forsyth County history, and is available by appointment only. (Forsyth County Public Library, 2007a).

Digital Forsyth and Other Projects

The collection has already been a part in two digitization projects. The first was funded through a North Carolina ECHO "Exploring North Carolina Online" grant in 2002, and involved making 100 images from the Coppedge Studio collection available online (Forsyth County Public Library, 2002).

A more recent project is Digital Forsyth (<http://www.digitalforsyth.org>), a collaborative effort between the Forsyth County Public Library, Winston-Salem State University's C.G. O'Kelly Library, and Wake Forest University's Z. Smith Reynolds Library and Coy C. Carpenter Medical Library. The project was funded through a 2006 grant from Museum and Library Services (IMLS) through the Library Services and Technology Act (LSTA), administered by the State Library of North Carolina, and seeks to digitize and provide online access to 2,000 photographic images in the first of its three years (Digital Forsyth, 2007; Forsyth County Public Library, 2007b). The Forsyth County Public Library will be providing 1,200 of these images in the first year of the project, and 3,000 in each subsequent year. Selection criteria for the Digital Forsyth project include:

- Whether the photo is clearly identified and able to be catalogued in a meaningful way. If neither applies; it "probably won't be digitized". Since much of the collection

consists of newspaper photos, an attempt is made to associate the photo with its related news article as well.

- Rarity and uniqueness.
- Prior requests and demand.
- Geographic coverage: the project attempts to cover a diverse array of locations within Forsyth County.
- Results from a user study conducted prior to the commencement of the project (Rawls, 2007).

Photos are grouped into specific categories (e.g. buildings, events, and people); photos of events -- parades in particular -- are particularly useful because they also provide documentation of people and places. In addition to news photos, the collection also contains commercial photography and has recently acquired a collection of photos by a local architect who documented buildings around Winston-Salem, some of which were about to be demolished. The latter group also includes some of the only color photos in the collection. Most images in the collection date from the twentieth century, although there are some pre-1900 and post-2000 items. Of major importance is the fact that the library holds copyright to all the images in the collection (Rawls, 2007). The Digital Forsyth initiative is an important reference point for future projects in the library, both online and internal.

METHODOLOGY

The study employed three data collection methods: personal interviews, a user survey, and monthly reporting data obtained from the library.

Personal Interviews Component

Personal interviews were conducted with Billy King, supervisor of the North Carolina Room, and Fan Brownlee, one of the reference librarians in the department and a vocal proponent of digitization projects involving the collection. The same set of open-ended questions was used in both interviews, and focused on user requests, accessibility of materials, criteria and priorities for digitization projects, and budgets and staffing (see Appendix A). In addition, an unstructured telephone interview was conducted with Molly

Rawls, manager of the Forsyth Library's Photo Collection, and participant in the Digital Forsyth project. Each of these interviews was approximately one hour in duration.

User Survey Component

The user survey was implemented late in the study, due to delays in approval by the library board. It consisted of one double-sided sheet with ten questions, placed on the reference desk in the North Carolina Room. A bright yellow sign alerted patrons to its presence. Multiple-choice questions focused on the types of materials patrons used, the difficulty they had in accessing information from them, their familiarity with technology and computer usage, and items they would like to see online (see Appendix B,C). The few responses were compiled into a spreadsheet for analysis. After several days, the survey forms were moved to a higher visibility location beside the room's user sign-in sheet in the hope that this placement would result in a higher participation rate. By the study deadline, it was not clear if this tactic had worked.

Monthly Reporting Data Component

During the interview with Billy King, we discovered that the collection also maintains records of reference materials provided to users. This data are compiled into a monthly report to the library director and to the State Library of North Carolina. We were able to access seven months worth of the data for inclusion in the study, covering the period from April through October 2007. Statistics were provided to us in print format from the Microsoft Excel template used by the library. We then recompiled them into a single new spreadsheet file (see Appendix D).

FINDINGS AND RESULTS

All three components of the methodology must be combined in order to interpret the findings. The two interviews conducted were integral to understanding the monthly data and the data obtained from the surveys. With the combination of data collected, we can see the types of materials that were used, the accessibility of these materials, and the possible priorities for digitization.

Types and formats of materials accessed

The monthly reporting data obtained from the supervisor of the North Carolina Room reveals that the most commonly used materials are CD-ROMs and microform, followed by the vertical file and periodicals. Government documents and photographs were also used but at much lower rates (see Figure 1).

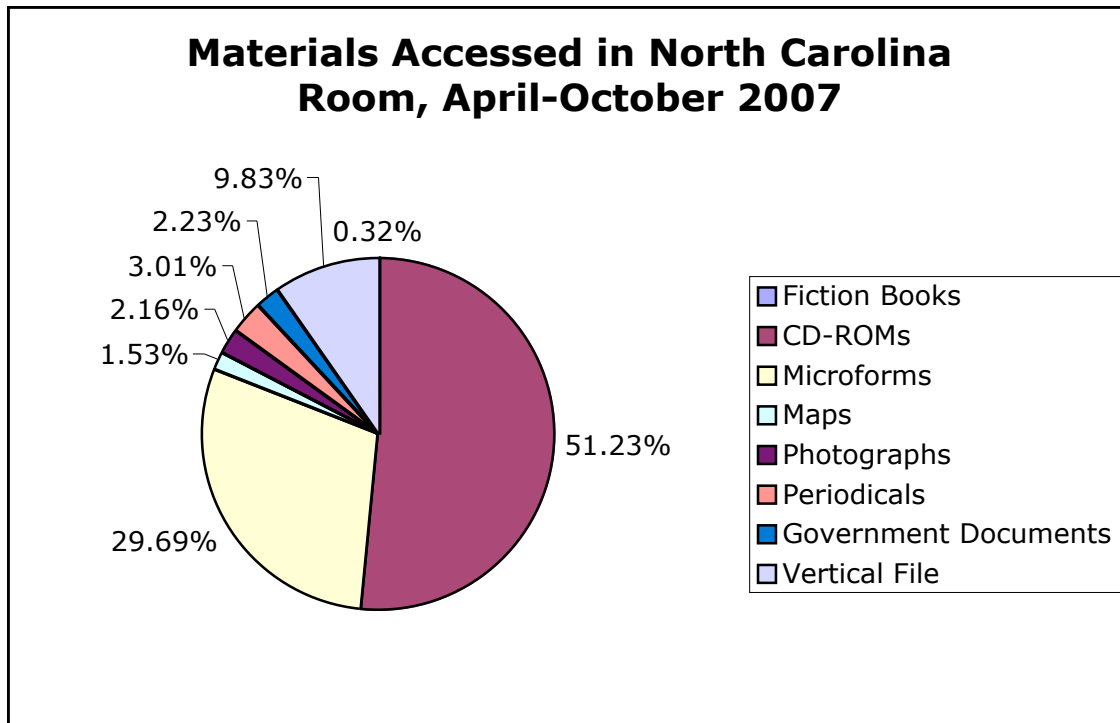


Figure 1:

Source: Internal monthly reporting data provided to the director of the Forsyth County Public Library and the State Library of North Carolina by the supervisor of the North Carolina Room (April - October 2007).

The findings from the two interviews agreed with the monthly statistics. Both interviewees agreed that the primary use of the North Carolina Room is genealogy research. They added that two other common uses of the room's materials are architectural research and business research. Because of this the most requested materials include genealogy materials such as deed books and census records. According to the interviewees the most requested format for these items is microfilm. Both mentioned that the microfilm readers are always busy. They also mentioned that microfiche is another popular format, but most of that information is now on CD-ROM. Both thought that the vertical file was not as widely used as the microfilm and microfiche.

The survey data (see Appendix C), though limited, were congruous with both the monthly reporting data and interviews. Half of the respondents answered that they were doing genealogy research. All respondents to the survey confirmed using the microform and books and answered that they would be somewhat or very likely to use them again. The respondents also used the vertical file, periodicals, maps, and government documents, though microform and books were the only two formats common between all four respondents.

Accessibility

A major issue to consider along with what materials are used is how easily those materials can be accessed. Both interviewees mentioned that there are certain materials that are harder to access because they are not digitized. These were the microfiche and vertical files. According to King and Brownlee, both of these can be hard to search but contain a wealth of information. The vertical file was mentioned as a top priority because it is one of the most difficult things to search. This is because information on the same subject can often be found in multiple folders. Some materials cannot be used because the technology is not accessible. For example, they have some census records they cannot view because they do not have a computer on which to load the new software for viewing the files. Other materials are also harder to access because they are fragile. Fragile items are kept in a locked case and are only available by request.

Monthly user data shows that the CD-ROMs and microform, which were not mentioned as being difficult to access, were used the most of any materials in the North Carolina Room. These were 51.23% and 29.69%, respectively, of the total materials used for the seven-month period. The vertical file was the next highest usage, although at a much lower percentage, only 9.83%. The monthly data provided did not contain a specific category for the number of requests for fragile documents.

The surveys showed that most respondents who used books, newspapers, periodicals, microfilm, maps, and the vertical file found those items easy or somewhat easy to use and would be very likely or somewhat likely to use them again. One respondent said that the government documents were very difficult to use and they would not very likely use them

again. The users surveyed were not first-time visitors but had visited 2-4+ times, so there is no data for the ease of use for first-time visitors to the North Carolina Room.

Suitability for digitization

Both interviews revealed a strong need for the digitization of materials in the North Carolina Room. The vertical file was noted as a resource that would be made vastly more useful if digitized. Because the vertical file contains print material such as newspaper clippings and pamphlets, it would be a good candidate to have its contents digitized using a flatbed scanner. Brownlee states that the potential for research using the vertical file will be maximized if it can be searched on a computer. These items also have the potential to deteriorate, so digitizing them would be a preservation issue as well as an accessibility issue. Brownlee also included some of the more fragile books and city directories as priorities to be digitized, mostly for preservation purposes. Though digitizing documents would increase accessibility and use, Brownlee said that preservation is the argument that “sells” digitization to those in a position to implement such a project.

The user surveys show a positive response to the idea of digitizing materials in the North Carolina Room. All users surveyed said they would use most of the materials they had accessed if they were digitized and if they were available online. King and Brownlee said they thought their patrons were surprisingly computer literate and would be happy to have access to materials in digital form in the North Carolina Room or online.

The interviews also revealed that though there may be a need and a desire for digitization, they do not have the ability to digitize everything because of limited access to equipment needed for the digitization. Both interviewees noted that Digital Forsyth had the only available scanners and that there are none in the North Carolina Room. According to Brownlee, the room needs an “off-network” computer (outside the purview of the MIS Department) that can be loaded with appropriate software needed to scan materials. Aside from a microfilm scanner that is currently in the approval process, there are no plans in the budget for more equipment, particularly for the large-format scanners and other technology that oversized materials and books might require; currently, the library lacks the ability even to photocopy large-format materials. However, they have had interest from volunteers to donate smaller-scale equipment as well as work time and even database design.

Research Limitations and Challenges

As noted above, the user survey portion of the study was problematic in that the placement of the survey was not authorized until well into the study period, and very few completed surveys (a total of four) were received by the project deadline. Therefore, the relevance of this portion of the study is somewhat questionable. A longer time frame and larger number of user surveys could prove valuable, as could a more scientific sample. This could help to identify more demographic trends as well.

In addition, the library-provided statistics on material usage may pose some problems with respect to consistency among the individuals compiling and submitting them over time. Although the current supervisor of the North Carolina Room stated that the proportions seemed accurate, he also indicated that there may have been some instances of estimation or extrapolation in the past under a different supervisor.

CONCLUSIONS

The Forsyth County Public Library has made a significant start at digitization with its involvement in Digital Forsyth. It is a tremendously visible marketing tool, not unlike the Las Vegas "Rat Pack" project mentioned earlier, and has provided reference materials that even the librarians in the North Carolina Room might otherwise have overlooked; King recounted an anecdote where he was led back to his own library's website while doing a Google search for a client. This project, however, is somewhat limited in scope as it covers photographs almost exclusively, and it is very much of the "one-time project" variety. As Erway and Schaffner suggest, "Increasing access to special collections needs to be programmatically embedded across the enterprise. Continuing to give these activities "special project" status implies that providing access is not mission-essential" (2007, p.5).

The North Carolina Room's vertical file is a significant resource, and it stands to reason that digitizing it should be a high priority. The materials are mostly suitable for scanning, they are very much endangered, and cataloguing and tagging them would seem to be a tremendous benefit that would encourage their increased use, particularly since many of the items are newspaper clippings that have never been catalogued in any form, either by the

library or by the publishers themselves. This would not be an appropriate project for public online access, as most of the materials are still under copyright, but a plan for an in-house effort is probably appropriate under fair use and library copying guidelines. The vertical file might also be a good starting point from a budget standpoint, since it contains mostly flat, small materials that can easily be scanned on a relatively inexpensive flatbed scanner.

Book and map digitization projects will be more capital-intensive and therefore subject to budget (and perhaps copyright) constraints. In addition, book projects raise additional technological questions as to format (full-text vs. image-only scanning types, etc.) The library does have access to a well-respected local vendor of preservation services, including binding and high-tech book digitization. If Brownlee's stated mandate to digitize "whenever you can" is a serious one, and if the materials are to be made as accessible as possible, future library budgets should address the issue.

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Appendix A: Personal Interview Questions

These questions were posed to Billy King, supervisor of the North Carolina Room, and Fan Brownlee, a reference librarian in the North Carolina Room:

1. What type of research are most of your clients doing?
2. What types of materials do you have the most requests for?
3. Are there types of materials that you hesitate to recommend, or that clients hesitate to use, because access is particularly difficult? Because they aren't catalogued? Do you believe that there's a demand for these items? Might online access to these items lead to additional usage?
4. Do you keep any general records or statistics on types of inquiries and types of materials being used?
5. Which materials are, in your opinion, the most fragile or "endangered" ones in your collection?
6. What are your current priorities for digitization (if any)? Does your plan include online access or merely onsite? Is it based primarily on access (use) or preservation?
7. What sort of facilities do you have available for digitization? Are there any plans to acquire additional equipment? How is your staff (or volunteer) availability? Is there a budget for digitization?
8. Do you have a sense about how computer-literate your clients are and about how comfortable they might be accessing digital content?
9. Do you have any other thoughts you'd like to add?

Appendix B: User Survey Questions

NORTH CAROLINA ROOM SURVEY

Your answers to the following questions will be used as part of a study by a student in the Library and Information Studies program at UNCG, and will be provided to the Forsyth County Public Library for its consideration in planning future projects. The survey is completely confidential, and your participation is very much appreciated.

1. How often have you used the facilities of the North Carolina Room in the past year?

- a. Once
- b. 2-3 Times
- c. 4 or More Times

2. What is your primary area of interest within the North Carolina Room?

- a. Genealogical Research
- b. Land Use/Property Research
- c. General History Research
- d. Legal Research
- e. Other

3. What is the reason for your research?

- a. Business
- b. School
- c. Personal Interest
- d. Other

4. How would you rate your familiarity and comfort level with computers?

- a. Expert
- b. Very comfortable
- c. Somewhat comfortable
- d. Novice
- e. No computer experience or familiarity at all

5. What is your age?

- a. Under 18
- b. 18-29
- c. 30-49
- d. 50-69
- e. 70 or over

6. Of the following, which resources have you used within the North Carolina Room?

- a. Newspapers on microfilm
- b. Other microfilm/microfiche documents
- c. Vertical file/clippings/pamphlets
- d. Maps
- e. Books
- f. Magazines and periodicals

MORE ON BACK OF SHEET >>>>>

7. How easy is it to find the information you need from among these resources within the North Carolina Room?

Newspapers on microfilm	Very difficult	Somewhat difficult	Somewhat Easy	Easy
Other microfilm/microfiche documents	Very difficult	Somewhat difficult	Somewhat Easy	Easy
Vertical file/clippings/pamphlets	Very difficult	Somewhat difficult	Somewhat Easy	Easy
Maps	Very difficult	Somewhat difficult	Somewhat Easy	Easy
Books	Very difficult	Somewhat difficult	Somewhat Easy	Easy
Government Records	Very difficult	Somewhat difficult	Somewhat Easy	Easy

8. Based on your past experience, how likely would you be to use these resources again?

Newspapers on microfilm	Very likely	Somewhat likely	Not very likely
Other microfilm/microfiche documents	Very likely	Somewhat likely	Not very likely
Vertical file/clippings/pamphlets	Very likely	Somewhat likely	Not very likely
Maps	Very likely	Somewhat likely	Not very likely
Books	Very likely	Somewhat likely	Not very likely
Government Records	Very likely	Somewhat likely	Not very likely

9. Which would you be likely to use if the items were available in a searchable computer database in the library?

- a. Old newspaper archives
- b. Other microfilm/microfiche documents
- c. Vertical file/clippings/pamphlets
- d. Older maps
- e. Older books
- f. Government Records

10. Which would you be likely to use if the items were available in a searchable computer database available from your home computer?

- a. Newspaper archives
- b. Other microfilm/microfiche documents
- c. Vertical file/clippings/pamphlets
- d. Older maps
- e. Older books
- f. Government Records

Thank you once again for your time and participation!

Appendix C: User Survey Results (To Date)

Question:	1	2	3	4
Number of visits	2-3	4+	4+	2-3
Primary interest	Other	Genealogy	General	Genealogy
Reason for research	Personal	Personal	Personal	Personal
Computer comfort	Somewhat Comf	Novice	Very Comfortable	Novice
Age	30-49	50-69	30-49	50-69
Resources used:				
Newspapers	x	x	x	
Microfilm	x	x	x	x
Vertical		x	x	x
Maps		x	x	x
Books	x	x	x	x
Periodicals	x	x	x	
Ease of finding information:				
Newspapers	Somewhat Easy	Easy	Easy	
Microfilm	Somewhat Easy	Easy	Easy	Easy
Vertical		Easy	Easy	Somewhat Easy
Maps		Easy	Easy	Somewhat Easy
Books	Somewhat Easy	Easy	Easy	Somewhat Easy
Govt Docs	Very Difficult	Easy	Easy	
Likely to use again:				
Newspapers	Somewhat Likely	Very Likely	Very Likely	Very Likely
Microfilm	Very Likely	Very Likely	Very Likely	Very Likely
Vertical		Very Likely	Very Likely	Very Likely
Maps		Very Likely	Very Likely	Very Likely
Books	Somewhat Likely	Very Likely	Very Likely	Very Likely
Govt Docs	Not Very Likely	Very Likely	Very Likely	Very Likely
Would use if digitized in library:				
Newspapers	x	x	x	x
Microfilm	x	x	x	x
Vertical		x	x	x
Maps			x	x
Books	x	x	x	x
Govt Docs	x	x	x	x
Would use if available online:				
Newspapers	x	x	x	x
Microfilm	x	x	x	x
Vertical		x	x	x
Maps			x	x
Books		x	x	x
Govt Docs		x	x	x

Appendix D: Monthly Reporting Data

Category	Apr 07	May 07	Jun 07	Jul 07	Aug 07	Sep 07	Oct 07	Total	%
Fiction Books	14	22	4			25	9	74	0.32%
CD-ROMs	2028	1565	1340	939	1085	2400	2500	11857	51.23%
Records								0	0.00%
CDs								0	0.00%
Audiocassettes								0	0.00%
Videocassettes								0	0.00%
16mm Films								0	0.00%
Microforms	1374	1119		628	751	1500	1500	6872	29.69%
Maps	122	104	40			68	20	354	1.53%
Photographs	100	100	100			100	100	500	2.16%
AV Equipment								0	0.00%
Periodicals	166	133	100			147	150	696	3.01%
Government Documents	137	120	110			125	25	517	2.23%
Vertical File	561	354	400	33	103	524	300	2275	9.83%
Other (Toys, Games, Etc.)								0	0.00%
All Categories	4502	3517	2094	1600	1939	4889	4604	23145	100.00%

Source: Internal monthly reporting data provided to the director of the Forsyth County Public Library and the State Library of North Carolina by the supervisor of the North Carolina Room (April - October 2007).