



PROVIDING
Preserving
Arizona ACCESS
Arizona State Library,
Archives, & Public Records



AzLA 2023

10-19-23

Scanning and Weeding: A Prescribed Burn of the State of Arizona Research Library's Map Collection

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Map Librarian

The Burn

A prescribed burn is a “treatment for resource benefits or research. This may include lighting a fire in an area for various purposes after careful planning and under controlled conditions.”

From National Park Service:

<https://www.nps.gov/articles/what-is-a-prescribed-fire.htm>



NPS/A BRACEWELL

Project Scope

Intentionally setting “fire” to the map collection for the purposes of:

- Scanning- Maps for the Arizona Memory Project
- Assigning- Each map is given a value between 0-3 based on relevance to Arizona
- Weeding- Maps that are excessive duplicates (4th+ copies), to be given away
- Discarding- Maps that are out of scope or in poor condition, to be thrown away



“Disaster Girl” meme

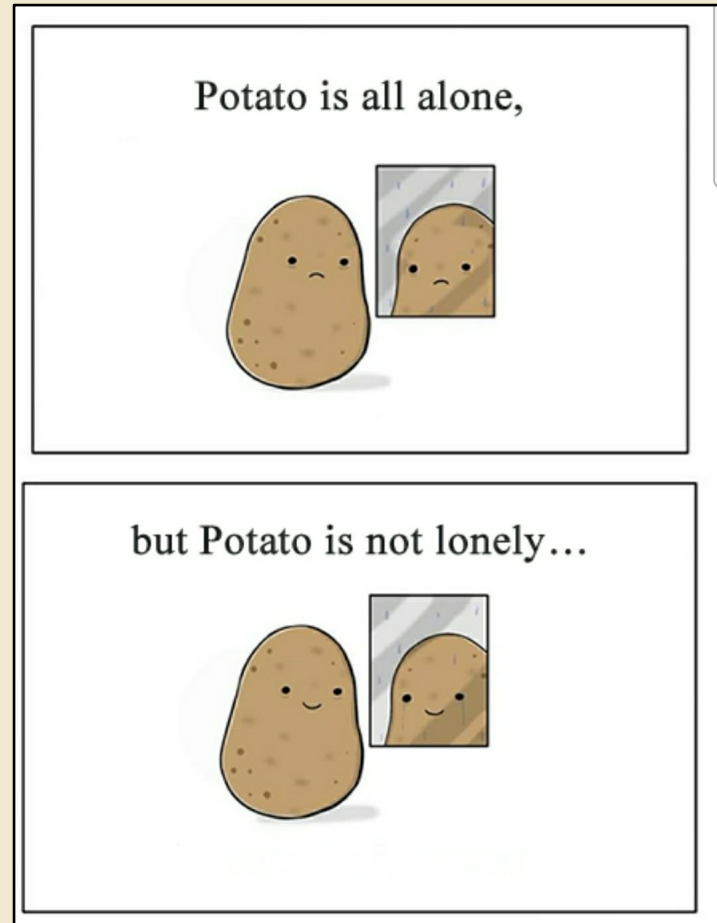
Staffing

Just me, all done in-house

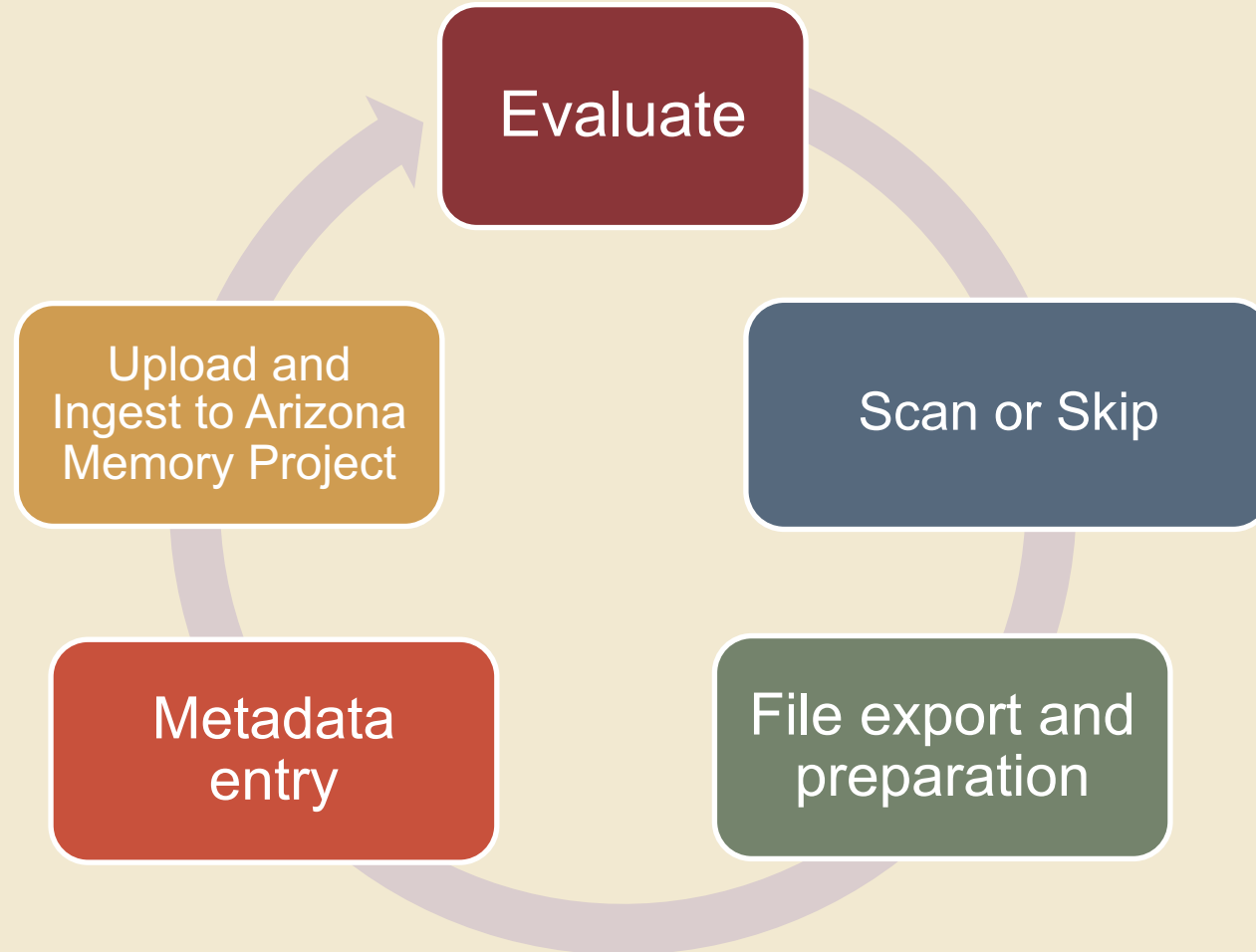
Established a vertically integrated workflow as Map Librarian and AMP Administrator

Pro: I can do everything by myself

Con: I have to do everything by myself



Workflows- High Level Overview



Workflows- Assigning Value

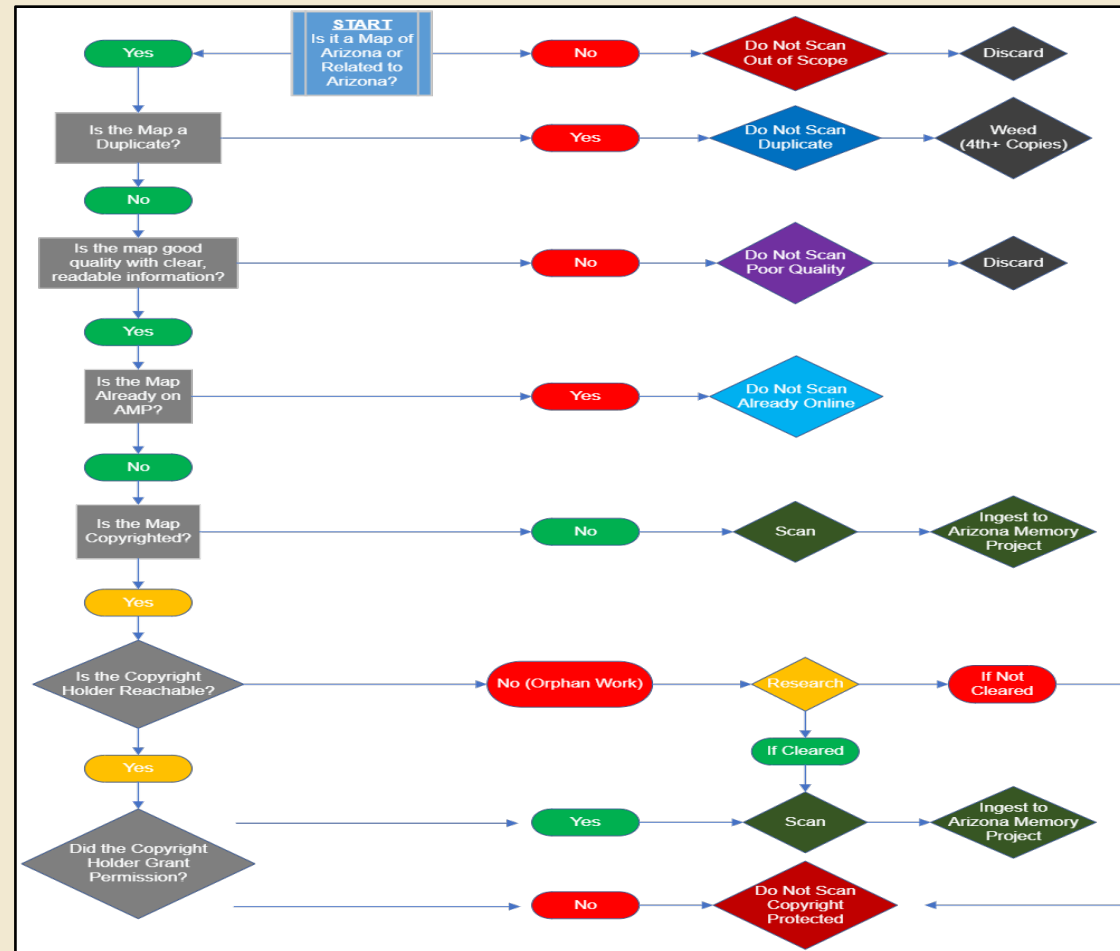
Level	Geographic Region
0	Celestial bodies, International/World, Non-Southwest/Basin States
1	Mexico, United States/North America
2	U.S.-Mexico Transborder Region, Northern Mexico, Southwest/Basin States
3	Arizona state, regions, and localities

Workflows- Assigning Status

Every map is color coded in the spreadsheet based on evaluation

Scanned- Ingest to AMP	Not Scanned- Requires Copyright Research	Not Scanned- Consider for Future Scanning	Not Scanned- Already Online
Not Scanned- Poor Quality	Not Scanned- Duplicate	Not Scanned- Out of Scope	Not Scanned- Not Good Data

Workflows- Decision Making



Workflows- Tracking and Documentation

All maps inventoried in a spreadsheet with basic metadata, status, and action recorded (shelf location 7:1:4 means case 7, drawer 1, folder 4)

1	Shelf Location	Scanned	Ingested	Notes	Collecting Level	Title	Call Number
1335	7:1:4				3	Map of Arizona prepared specially for R.J. Hinton's hand book of Arizona	G4330 1878.H5 1954
1336					3	Map of Arizona prepared specially for R.J. Hinton's hand book of Arizona	G4330 1878.H5
1337		2023-03	2023-03		3	Territory of Arizona	G4330 1879.U5
1338		2023-03	2023-03		3	Territory of Arizona	G4330 1879.U5
1339					3	Territory of Arizona	G4330 1879.U64
1340		2023-03	2023-03		2	Cram's railroad & township map of New Mexico	G4330 1879.C7
1341		2023-03	2023-03		3	Rand McNally & Co.'s Arizona	G4330 1879.R3
1342		2023-03	2023-03		3	Map of Arizona territory	G4330 1879
1343		2023-03	2023-03		2	New map of the territory of Arizona, Southern California and parts of Nevada, Utah, and	G4330 1877.U51
1344							
1345	7:2:1				3	Official map of the territory of Arizona	G4330 1880.E2
1346					3	Official map of the territory of Arizona	G4330 1880.E2
1347		2023-03	2023-03		3	Official map of the territory of Arizona	G4330 1880.E2
1348					3	Official map of the territory of Arizona	G4330 1880.E2 (c.2)
1349		2023-03	2023-03		3	Official map of the territory of Arizona	G4330 1880.E2
1350		2023-03	2023-03		3	Arizona territory 1881	G4330 1881
1351					3	Arizona territory 1881	G4330 1881 (c.2)
1352		2023-03	2023-03		3	Territory of Arizona	G4330 1883.U5
1353		2023-03	2023-03		3	Map of the territory of Arizona	G4330 1884.M3 1940
1354					3	Map of the territory of Arizona	G4330 1884.M3 1940 (c.2)
1355					3	Map of the territory of Arizona	G4330 1884
1356		2023-03	2023-03		3	Arizona	G4330 1884.P4
1357					3	Map of Arizona	G4330 1884.R3 1964
1358		2023-03	2023-03		3	Map of Arizona	G4330 1884.R3
1359					3	Map of Arizona	G4330 1884.R3 (c.2)

Workflows- Transport

Maps
transported in
customized cart



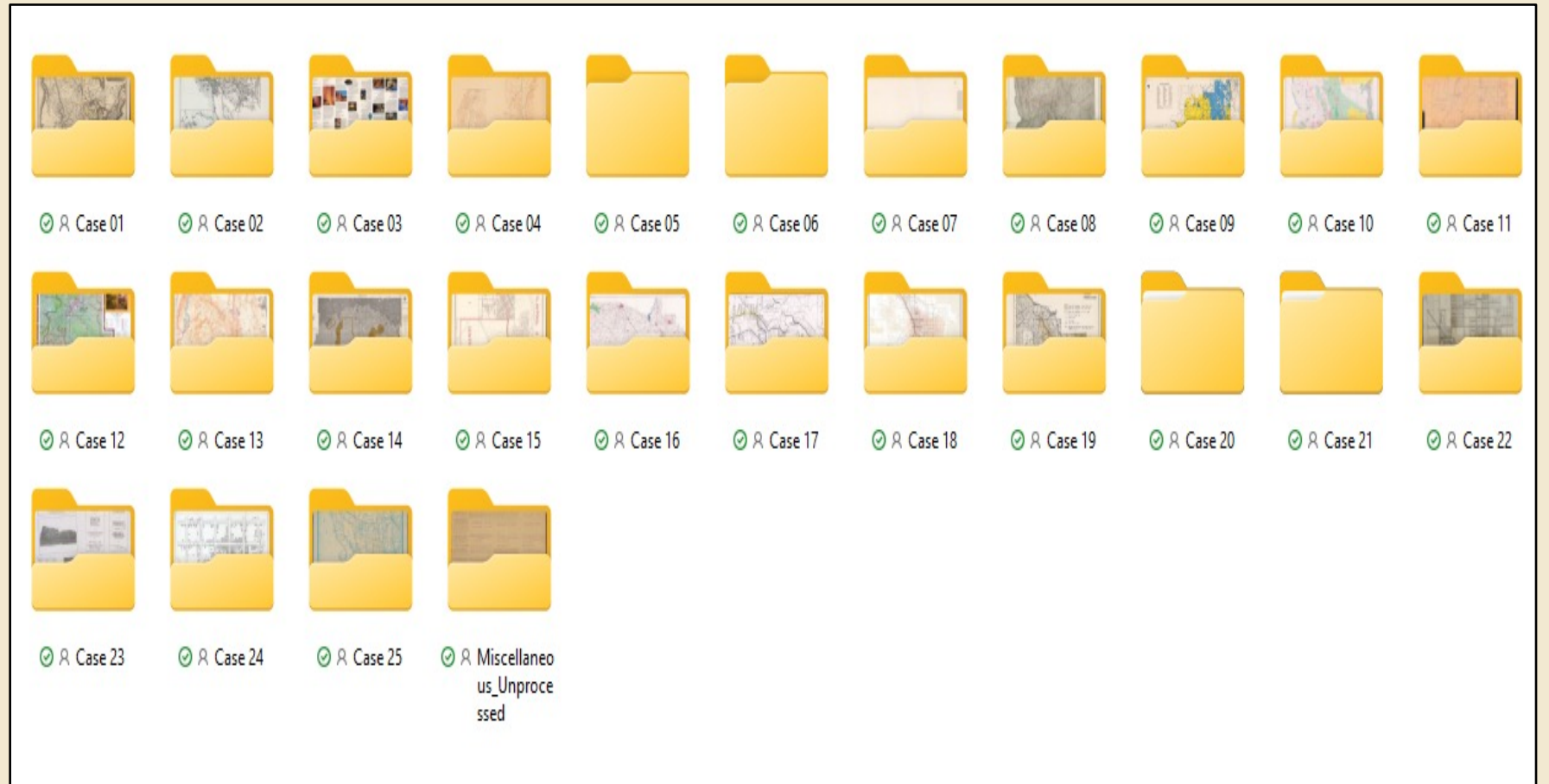
Workflows- Scanning

- VersaScan MapMaster XL, made by SMA
- Scanning Range 36" x 50"
- We have an older model (foreshadowing...)









Workflows- File Export

Files
organized
by shelf
location
(case-level)



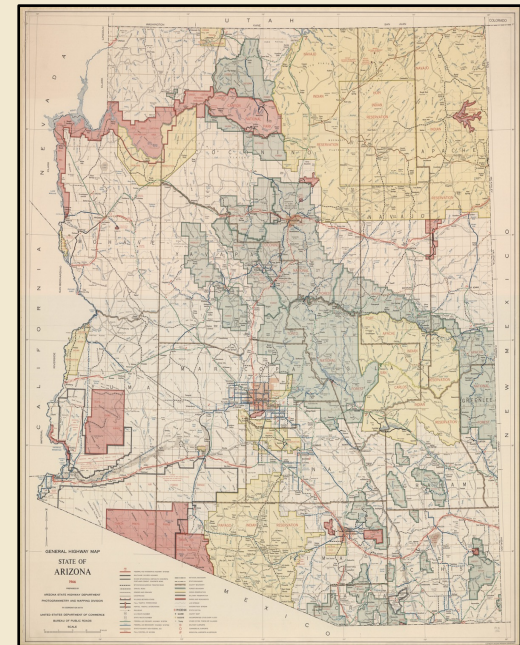
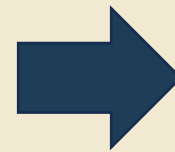
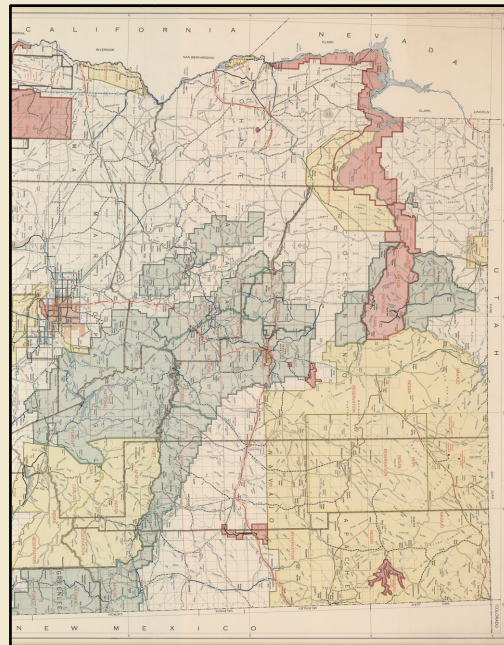
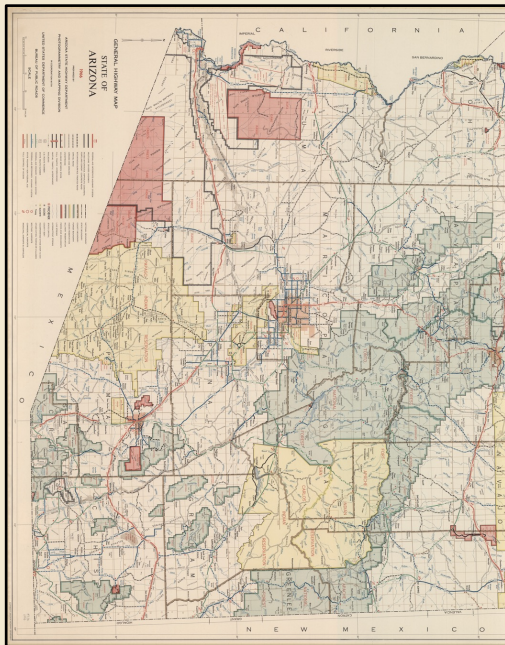
Workflows- File Preparation

Exported files renamed to call number (scanner software can rename before export, but it's more tedious than File Explorer)

Name	Status	Date	Type	Size
 G4333.M3_1952	✔ R	8/22/2023 9:58 AM	JPG File	21,688 KB
 G4333.M3_1950	✔ R	8/21/2023 3:37 PM	JPG File	5,295 KB
 G4333.M3_1934	✔ R	8/21/2023 10:36 PM	JPG File	10,138 KB
 G4333.M3_193-_02	✔ R	8/21/2023 10:36 PM	JPG File	13,368 KB
 G4333.M3_193-	✔ R	8/21/2023 3:37 PM	JPG File	2,500 KB
 G4333.M3_192-	✔ R	8/21/2023 10:36 PM	JPG File	10,475 KB
 G4333.M3_189-	✔ R	8/21/2023 3:37 PM	JPG File	5,591 KB

Workflows- File Preparation

For maps larger than 36" x 50", two or more scans merged in Adobe Lightroom to create a single image.



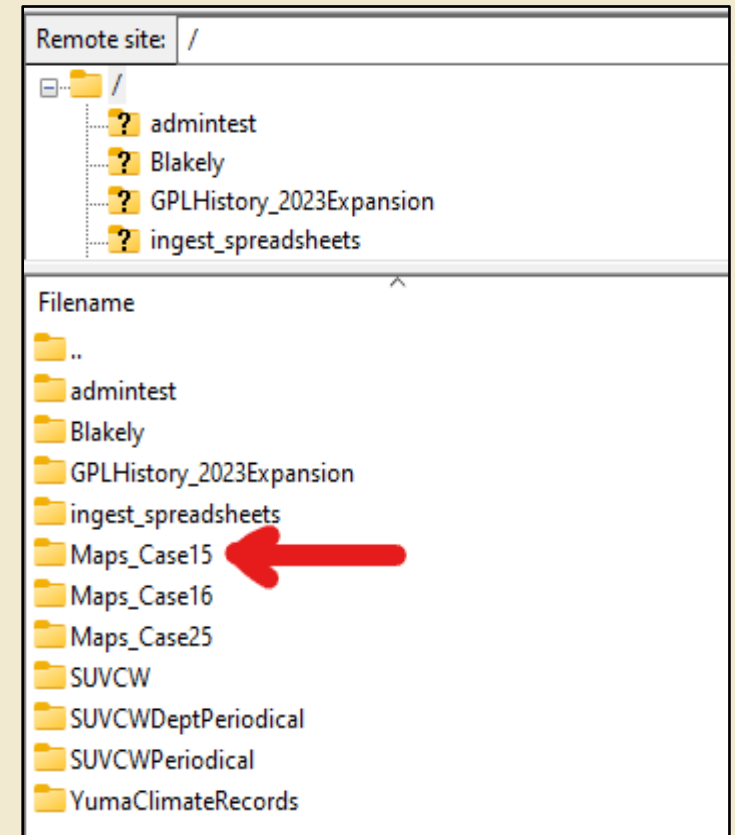
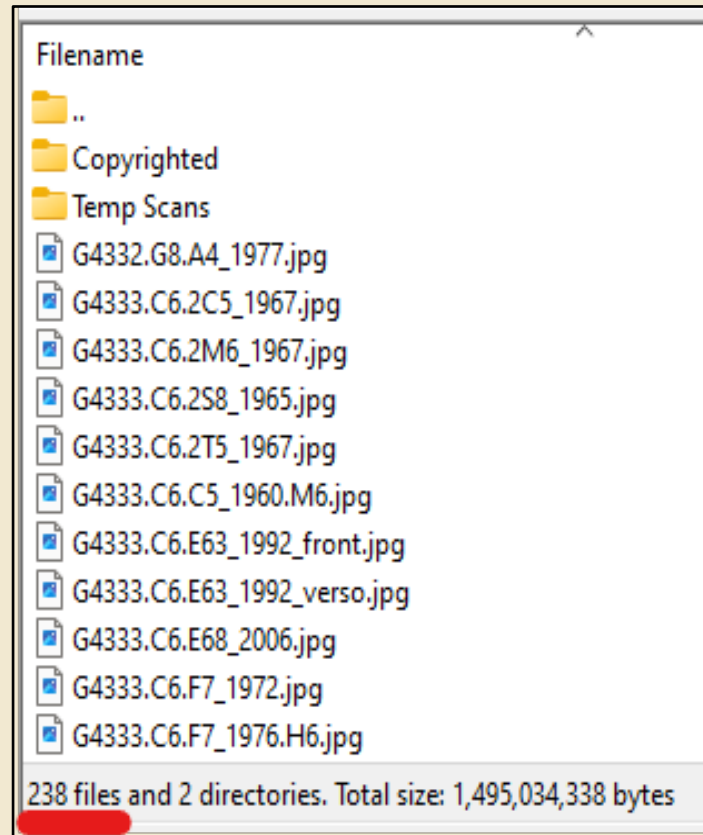
Workflows- Metadata

Metadata completed one case at a time

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	NODE_TITLE	ASSETS	ATTACHM#	REDACT	Part Of	Creator	Contribut	Publisher	Printer	Browse To	Subject	Descriptio	Sheet Cou
2	Aerial Photo of Clifton	Maps_Case15/G4332.G8.A4_1977.jpg				Arizona D	P&M Servi	Arizona Department		Government	Arizona --	Historical	{ 1
3	Clear Creek Pines Unit Five	Maps_Case15/G4333.C6.2C5_1967.jpg				Southwest Surveys		Southwest Surveys		Government	Arizona --	Map of th	1
4	Mountain View Ranchos	Maps_Case15/G4333.C6.2M6_1967.jpg				James R. Brown				Government	Arizona --	Map of th	1
5	Sunset Strip No. 2	Maps_Case15/G4333.C6.2S8_1965.jpg				George G. Curry				Government	Arizona --	Map of th	1
6	Timberline Estates Amended	Maps_Case15/G4333.C6.2T5_1967.jpg				Southwest Surveys		Southwest Surveys		Government	Arizona --	Map of th	1
7	Geologic map of Coconino County, Arizona	Maps_Case15/G4333.C6.C5_1960.M6.jpg				Arizona St	Richard T.	Arizona State Bureau		Government	Arizona --	Contour ir	1
8	Historic Route 66 Mountain Bike Tour	Maps_Case15/G4333.C6.E63_1992_front.jpg	Maps_Case15/G4333.C6			United Sta	Forest Ser	United States Depart		Government	Arizona --	Historical	{ 2
9	Coconino County School Districts	Maps_Case15/G4333.C6.E68_2006.jpg								Government	Arizona --	Historical	{ 1
10	Coconino County Legislative and Congressional D	Maps_Case15/G4333.C6.F7_1972.jpg								Government	Arizona --	Historical	{ 1

Workflows- File Upload

Files
uploaded
one case
at a time




Workflows- File Ingest


Files ingested one case at a time

BULK INGEST FORM

Template


Map 

Data filename

maps_starl_case15_ingest.xlsx 

Max records limit is 10000

Access

Public 

Workflows- Files Online

The screenshot displays the Arizona Memory Project (AMP) website interface. At the top, the AMP logo and 'ARIZONA MEMORY PROJECT' are visible, along with a user greeting 'Welcome Ryan Ehrfurth | Logout' and navigation links for 'ABOUT', 'PERMISSIONS POLICY', 'FAQs', and 'CONTACT US'. The main heading is 'Historic Maps of Arizona'. A search bar is present with a 'Search This Collection' button. Below the search bar, the 'Contributing Institution' is listed as 'State of Arizona Research Library- Arizona State Library, Archives and Public Records'. The 'Language' is 'English', and the 'Browse Topic' is 'Land, Environment, and Natural Resources'. A large map thumbnail is shown on the right. Below the main heading, a 'Map' section features a row of six map thumbnails with their respective titles: '40 and 50 Mile Limit of Atchison & Pacific Railroad.', 'A Map of North America with the European Settlements and Whatever Else is Remarkable in West', 'A New & Accurate Map of North America Including Nootka Sound with the New Discovered Islands on', 'A New Map of North America According to the Newest Observations', 'A New Map of Texas, Oregon, and California with the Regions Adjoining Compiled from the Most Recent', and 'A New Map of the State of California, the Territories of Oregon, Washington, Utah & New Mexico. 1856'. A sidebar on the left contains navigation options like 'HOME', 'BROWSE ALL', 'SEARCH', 'MY HISTORY', 'MY PROFILE', 'MY COLLECTION', 'MORE', and 'ADMIN'. The footer includes 'Privacy Policy | Terms of Use' and a copyright notice: 'Content on this site may be subject to Copyright, please contact Arizona Memory Project before any reuse if you are unsure. RECOLLECT is Copyright © 2011-2023 by Recollect Limited | Page rendered in 1.0671 seconds'.

<https://azmemory.azlibrary.gov/nodes/view/403>

Challenges- Scanner Errors

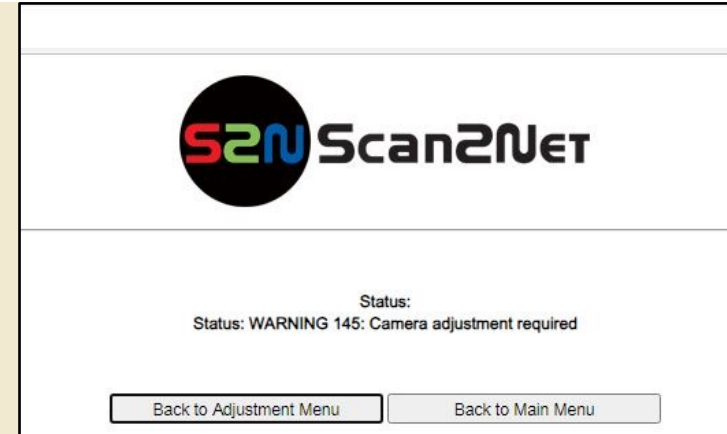
Camera Error

Problem: PCI and Ribbon cables connected to camera head malfunctioning, can't scan

Solution: Manufacturer had to create bespoke replacement parts because we have an older model

Technician scheduled onsite to install

Scanner down for 6 weeks



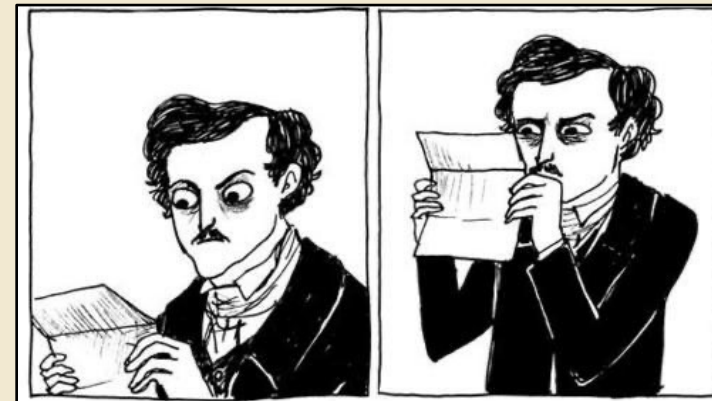
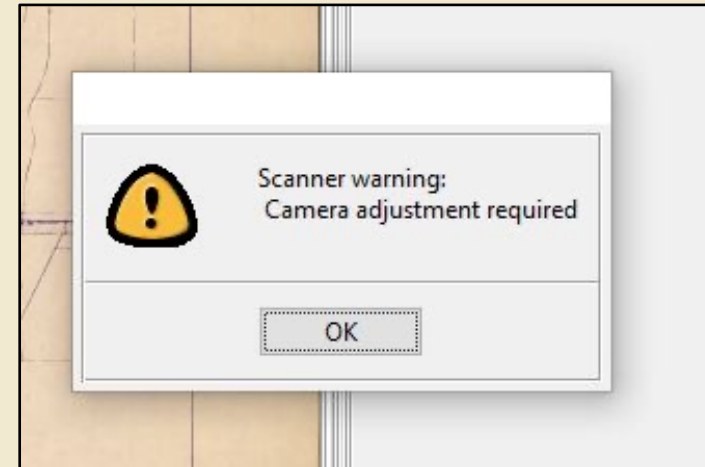
Challenges- Scanner Errors

Mechanical Error

Camera mounted on a trolley, which is mounted on rails

Problem: Trolley getting stuck on rail, wouldn't return to starting point

Solution: Loosened a screw on a clamp attached to the rail. Trolley was detecting screw and stopped moving



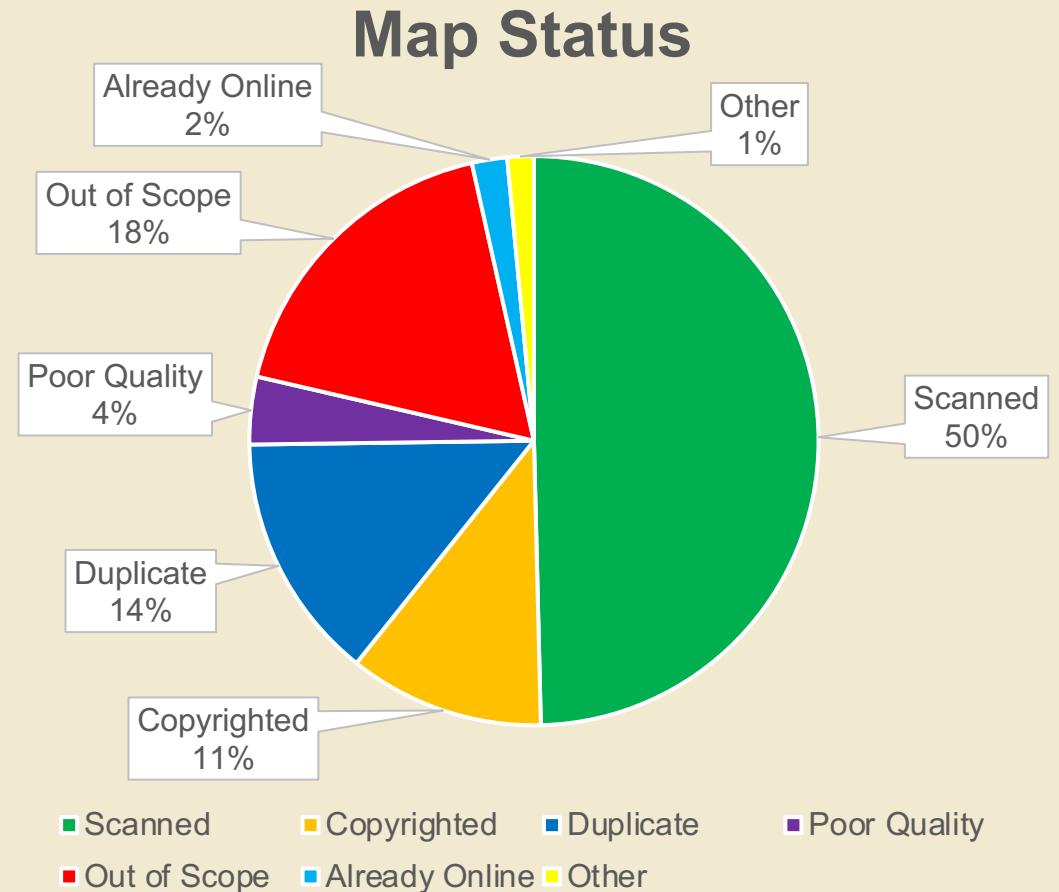
Adapted from Hark! A Vagrant
<http://www.harkavagrant.com/index.php?id=213>

Retrospective

- 6,590 maps evaluated
- Project timeline: 9 months



Final map scan



Next Phase, 2024

Weed and discard

Re-organize/shelf shift maps that are staying in the collection

Contact copyright holders for permissions

Inventory unprocessed maps

Do another prescribed burn



National Park Service

Contact

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(602) 926-3367

Ask a Research Question on LibAnswers:
<https://azsos.libanswers.com/form>

