MAJOR ACCOMPLISHMENTS:

1. The entire slide collection, approximately 19,500 slides have been reviewed, analyzed and accessioned. Physical slides are stored in preservation safe slide cabinets; slide information has been stored in an Excel file.

2. Dr. Ronald Ryder, professor emeritus, CSU’s Department of Fishery and Wildlife Biology was recommended and has been recruited to assist Nancy Christine, Library Technician III, in identifying remaining bird slides that could not be identified.

   **Progress:** All identifiable bird slides will be identified by August 31st.

3. All 1000 slides have been identified for the Colorado Digitization Project (CDP).

4. A temporary/permanent webpage providing information about the collection has been developed by Rachael Tracey and Bridget Breitbach, students working on the project. With the assistance of Michelle Mach, web librarian, and Victor Gonzales, a student in Library Technology Services, this page has been designed to provide information until the images have been scanned, metadata created, and stored in an accessible database. The page includes links to a page describing the slides and the CDP grant, and a biographical sketch of Warren and Genny Garst, written by Rachael Tracey and Bridget Breitbach, project students. The page went live during the week ending August 11th, 2000. See website at: <http://manta.library.colostate.edu/wildlife/>

5. Two meetings were held:
   a. Monday, June 12, 2000, attended by Libraries CDP staff, Warren and Genny Garst and a colleague (collection donors), Randy Robinette (CSU Fisheries and Wildlife Department), Diane White (representative from Discovery Science Center); and,
   b. Friday, June 30th, 2000, attended by Libraries CDP staff, and Judy MacDonald, Poudre School District. These meetings were held to gather information and identify classification schemes and possible thesauri to use in creating metadata for the wildlife slides.

   **Progress:** A meeting will be held on Friday, August 18th to confirm sources of classification schemes and metadata creation.

6. It was confirmed that Rachael Tracey and Bridgett Breitbach would continue as students on the project through the 2000-2001 school year.

7. Libraries CDP Staff attended the Metadata CDP workshop held on June 5th, 2000 at CSU.

8. Teri Switzer, Teresa Neely and Rachael Tracey attended in house Photoshop/Scanning training on June 29th, 2000, given by Libraries Technology Services at CSU.

9. Libraries CDP staff attended the CDP Scanning workshop on August 3rd, 2000 at CSU.
10. It has been decided that the Libraries will acquire Site Search software to build the database for this project.
11. Master image (TIFF) will be scanned in and stored on gold CD-Roms.

MAJOR ACTIVITIES FOR NEXT QUARTER

1. Metadata field decisions have been finalized. Commence to compiling information, Estimated timeline: Approximately 200 hours
2. Entering metadata into OCLC’s CORC database (includes cataloger review and subject heading assignment). Estimated timeline: Approximately 300 hours
3. Ongoing training of staff
4. Work on completing job description for student to design website
5. Continue to work with Library Technology Services staff to finalize housing of images.

MAJOR CONCERNS
1. Housing of website/database
2. Website design
3. Final database functionality – what will the database be able to do?