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of Glasgow

# Lights, Camera, Deposit: Using EMu and Sapphire to create a Digital Media Repository

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#AxiellEU2018

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THE SUNDAY TIMES  
THE SUNDAY TIMES

GOOD  
UNIVERSITY  
GUIDE  
2018

SCOTTISH  
UNIVERSITY  
OF THE YEAR



# Background

**Aim:** To create a **secure** and **searchable** repository for the born-digital films created by the Comms & Public Affairs Office.

## Stakeholders

- Library & Archives
- Comms & Public Affairs Office

## Funding

- US Innovation Fund





# The Team

## Staffing

- William J Nixon (Sponsor)
- Emma Yan (Project Manager)
  - Managed project
- Kirsty Menzies (Project Officer)
  - Collected files
  - Reviewed files
  - Uploaded into EMu





## Wider Context

- Explosion of Born Digital content
- Digital Preservation
- Digital Preservation Policy
- Extending use of EMu/Imu
- Challenge of the Digital for Comms





# The Films

## Films produced since 2015 for

- UoG website
- Facebook
- Twitter
- YouTube

## Funding

- Research & Learning
- People, & Events
- Buildings & Community





## Why EMu & Sapphire?

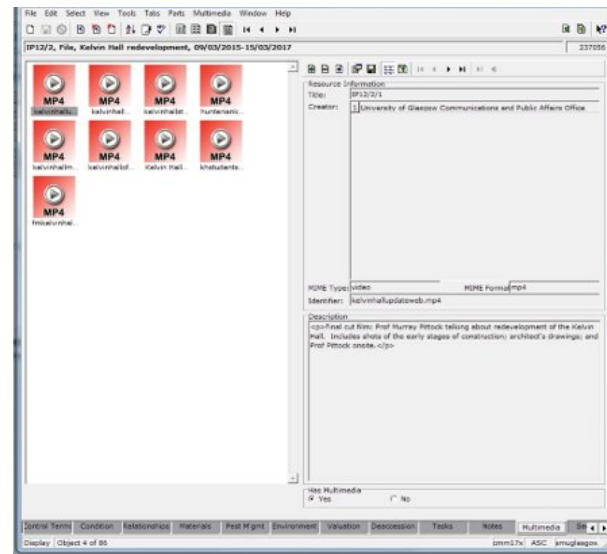
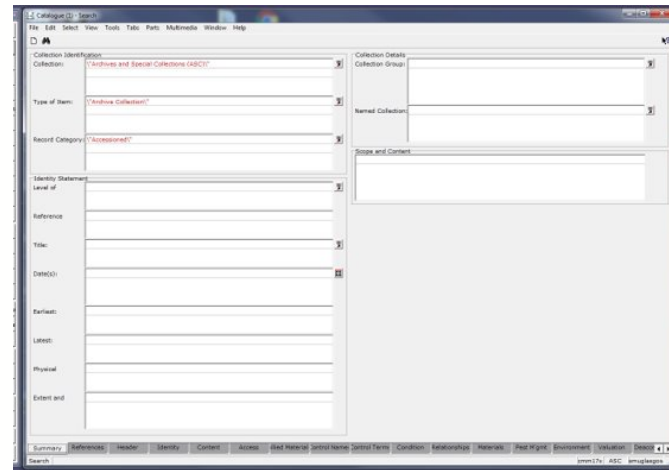
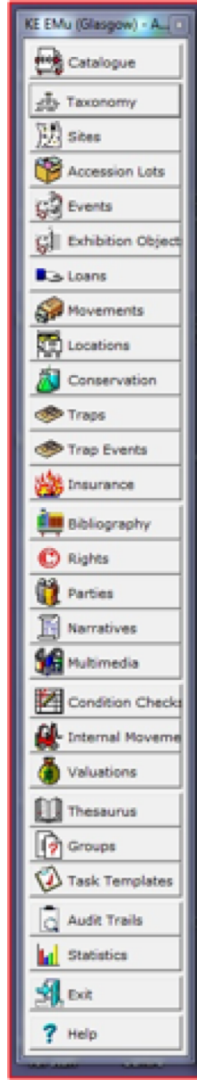
- ISAD (G) and EAD compliant
- strong support base
- tailored to our requirements
- good global reputation
- longevity
- joined-up University collections





# Overview

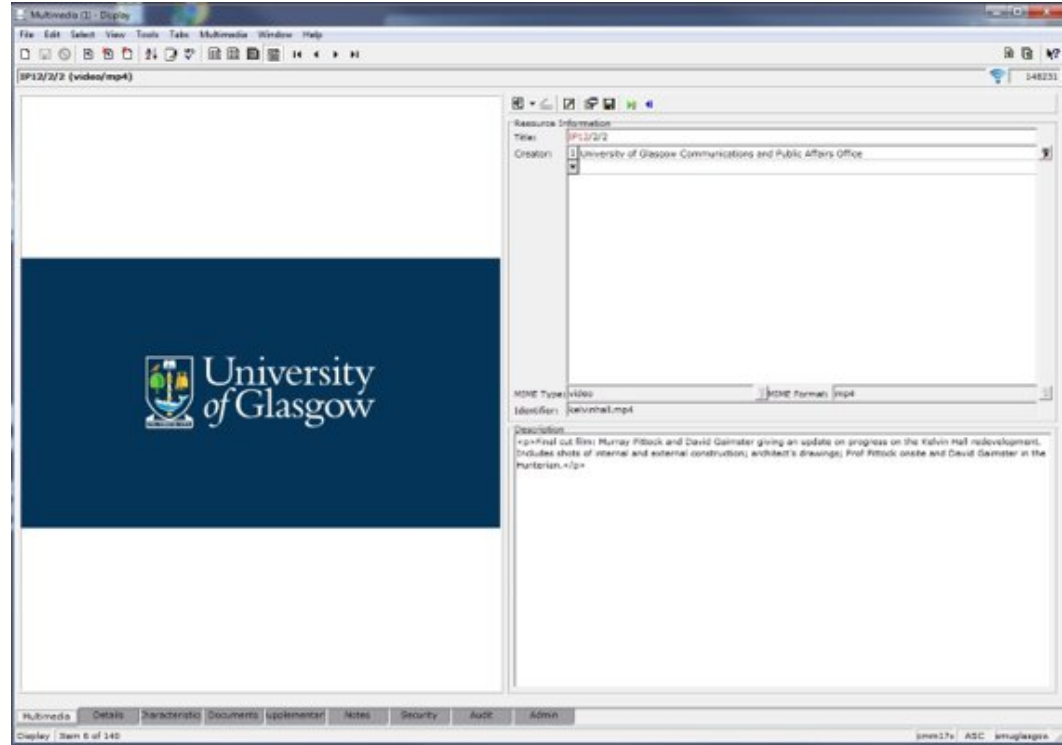
- Upload
- Catalogue/Accession
  - Reference Numbers
  - Names > Party Records
  - Controlled Index Terms
  - Topics
- Discovery
- IMu
- University of Glasgow





# Key Challenges

- File Sizes
- Balancing Simplicity & Ease of Use (and value)
- Cataloguing the material
- Wide Range of Formats







# Sapphire

Capture essential information from the Comms Team including:

- Project Title (Title)
- Description (Description)
- Name of Participants (Control Names)
- Date(s)

Hi, undefined

### Archive Upload

Description

Project Title:

Description:

Name of Participants:

Date(s):

Upload

Drag files here or click browse to select.

Browse

Multimedia Details

Multimedia Title:

Multimedia Description:

Rights:

OK Cancel



## Next Steps

- IMu
- Embedded with Comms
- Beyond Comms
- Guidelines
- Summer rollout
- Other content
- Digital Preservation





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# Thanks (and Questions)

## Acknowledgements

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#UofGWorldChangers



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