

**WEDNESDAY, MAY 7, 2008**

**Hands-on EAD: Using the New  
OhioLINK EAD Finding Aid Creation Tool to  
Encode Finding Aids**

9:00 a.m.– 4:00 p.m. (Limited to 15 participants)

*Registration Fee:* \$20.00

This all-day workshop will familiarize participants with the new Web-based EAD creation tool that has been created by OhioLINK's EAD Task Force. Workshop attendees will get hands-on experience in using the Web-based application as Task Force members lead them through the creation of a basic finding aid. Participants will also discover how the EAD application and Finding Aid Repository will work together to create a searchable collection of archival finding aids from institutions all across Ohio. They will have an opportunity to explore the Repository search engine and to browse some finding aids that have been created during the testing phase of the project.

Participants do not need to bring collection information with them. Participants will work with a sample finding aid provided by the presenters. Basic familiarity with EAD is helpful but not required. The Task Force will provide some information to participants prior to the workshop in order to facilitate learning for those who are new to Encoded Archival Description.

*Workshop Leaders:*

Cara Gilgenbach – Kent State University; Rhonda Rinehart – University of Akron

*Workshop Facilitators:*

Janet Carleton – Ohio University; Beth Kattelman – The Ohio State University;  
Amy McCrory – The Ohio State University

***Conference Hotels***

**COURTYARD BY MARRIOTT**

5175 Post Rd. Dublin, OH 43017

Phone: 614-764-9393 or 1-800-321-2211

Located directly across the road from OCLC; Shuttle service

Ask for OCLC rate (\$104/night) Contact person: Nadja McCloud

**HYATT PLACE Columbus/Dublin (near Tuttle Mall)**

6161 Park Center Circle

Dublin, OH 43017

Phone: 614-799-1913 or 1-888-492-8847

Newly updated with plasma TV in each room

Ask for OCLC rates (\$85-\$120) Contact person: Stephanie Bollman

**DRURY INN AND SUITES**

6170 Parkcenter Circle

Columbus, OH 43017

Full service hotel with breakfast, pool, fitness; Shuttle service provided

Ask for OCLC rates (\$74.99/Dbl & \$84.99/King) Contact person: Marcy Heater



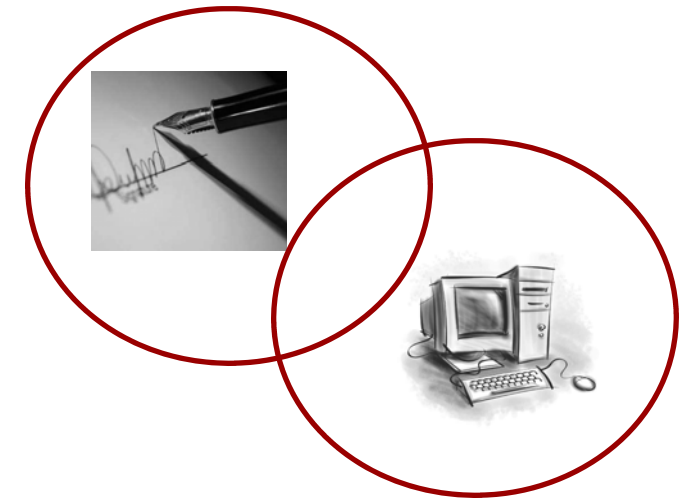
Society of Ohio Archivists  
c/o Angela O'Neal  
Ohio Historical Society  
1982 Velma Ave.  
Columbus, OH 43211



**SOCIETY OF  
OHIO  
ARCHIVISTS**

**Spring Conference**

*Symbiosis:  
Tradition and  
Technology*



**May 7-9, 2008**

**OCLC**

**Dublin, OH**



# Preliminary Program At A Glance

## THURSDAY, MAY 8, 2008

8:30-9:00 A.M. Continental breakfast  
Registration and Silent Auction Open

### 9:00-11:00 Strategic Planning: SWOT Analysis

Help SOA to create a strategic plan! Facilitator J.D. Britton of the Ohio Historical Society will lead SWOT (strengths, weaknesses, opportunities and threats) analyses for both SOA and for the field of archives as a whole. SOA invites members and non-members alike to participate. The SWOT exercise is also great experience for beginning strategic planning at your own institution.

11:15-12:30

Plenary: Brian Gray, Case Western Reserve University

12:30-1:30 Lunch (included with registration)

1:30-2:45

### Rebuild and Flood Proof: Disaster Recovery at the Findlay-Hancock County Public Library

Don't just build it back; build it back better. Learn what the FHCPL is doing with mitigation measures to minimize future damages as we cope with recovery and construction following a 2006 flood that devastated the library. We will cover future planning, funding, construction and lessons learned.

### Archives Reference Panel

Join a panel of archivists from around the state in a discussion of reference services in archives. Moderated by Louise Jones, Head of Research Services at the Ohio Historical Society, the panel will discuss best practices for reference services, the effects of Web 2.0 on archives reference and other issues. The audience will also be invited to submit questions for discussion.

2:45-3:15 Break/Afternoon Snack

Celebrate SOA's 40th Anniversary!

3:15-4:30

### Combined Cataloging: Archives and Object Collections

Most archives include at least a few object collections, often in the form of political memorabilia or mementos. How do we catalog object collections along with archival materials? Panelists from the Ohio Historical Society and The Ohio State University discuss the

challenges and opportunities of combined cataloging.

### Archives 2.0: A Survey of Library, Archives, and Museum Projects Using Web 2.0

Learn how many libraries, archives, and museums are creating and implementing ways to share and expose their collections using Web 2.0 technologies. You may even be inspired to use Web 2.0 at your institution.

4:30-5:30 Committee Meetings

5:30-7:00 Reception & Networking (light refreshments)

7:00 Restaurant Tours

## FRIDAY, MAY 9, 2008

8:15-9:00 Registration/Continental breakfast

8:15-12:15 Silent Auction- Place Your Final Bids!

8:45-10:15

### Copyright for Archivists

Join Michelle D. Deis, J.D., MLIS in a discussion of copyright for archivists. Topics covered include restrictions on photocopying, determining guidelines for orphan works and the implications of the Digital Millennium Copyright Act.

### Introduction to OhioLINK's EAD Task Force

Learn how you can take advantage of OhioLINK's new tools for creating EAD finding aids.

10:30-12:00

### Archives Advocacy Panel

Panelists discuss issues relating to funding, publicity and support for archives.

### Trends in Technical Services

Join staff from OHIONET in a discussion of recent trends in technical services and the implications for archives.

12:00-1:30

Lunch (Included with Registration)

SOA Business Meeting/ Silent Auction winners announced

1:30-2:45

### Issues in University Archives Panel

University archivists from several Ohio institutions discuss issues relating to university archives, including electronic repositories and dealing with students. Participants will be invited to submit questions to the panel.

### History Day: Engaging Students and Teachers in History

Outreach to educators and students is an essential part of a successful archives, yet engaging students in historical research can be a challenge. This session will discuss ways to encourage the use of your collections in National History Day and how you can get involved as a History Day judge.

3:00-4:15

### Minimal Processing: A Case Study

Hear about the Ohio Historical Society's implementation of minimal processing for State Archives collections. Staff will discuss the advantages, disadvantages and lessons learned with the "more product, less process" approach.

Second Life 101

How can a virtual world benefit archivists? What is Second Life anyway? Learn more about archives in Second Life with Beth Kattlemen of The Ohio State University.

## For more information

Contact: Erik Mayer, Program Committee. Phone: (614) 764-6072  
Email: mayere@oclc.org or visit [www.ohioarchivists.org](http://www.ohioarchivists.org)

## Register Early and Save

Take advantage of these deals by registering early:

\$50 SOA Members

\$65 Non-Members

\$35 Students (Valid ID Required)

\$35 One-day registration

Registration includes continental breakfast and lunch both days. Register online or download a paper registration form at [www.ohioarchivists.org](http://www.ohioarchivists.org). Pre-Registration ends April 25, 2008. Register now!