

## Appendix 13.4

### Digital Materials on Omeka

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Part of your final project is to select three new and unique newspaper articles, images, maps, or scholarly references that are related to the Millican uprising and to add that material to an online website. All must be primary sources (contemporary newspaper articles, images, or maps). You must also be sure you are not duplicating any other item. To “claim” your item please add your item with your name to the list on our Google Doc page.

First you need to set up your Omeka account. I will send you an email invitation to Omeka.net. Please look for the link in your email box.

- Go to <http://omeka.net/> and log in with your account information.
- Click on Manage site ([Millican.omeka.net](http://Millican.omeka.net))
- Look under Items and click on Add a new item to your archive. You will need to add each of your individual items separately.
- Supply the following pieces of information:

#### Dublin Core

1. Title. Give the title of your item. If your item does not have a title, use the first few lines of the article or create a descriptive title. Include the date of your item. It should read Title (date)
2. Subject. Select and include one of the following subjects:
  - a. Millican
  - b. Race Relations
  - c. Other
3. Description. The description should be an MLA citation of the original source. So, for a newspaper article you would include the original title of newspaper, volume, number, date, etc.
4. Creator. If you have an author, include the author’s name. If you have a newspaper article without an author, include the title of the newspaper.

5. Source. The source should be the book, database, or website from which you located the item.
6. Publisher. The publisher is the original book or newspaper publisher of the item.
7. Date. The date is the date that the item was published.
8. Contributor. Include your name.

#### Item Type Metadata

1. Choose a document from the drop-down menu
2. Text is the box in which you will type a transcription of your item. A key part of this assignment is providing a transcription of your item.
3. Original Format. This is the type of object.
  - a. Newspaper article
  - b. Secondary scholarship
  - c. Image
  - d. Map
  - e. Letter
  - f. Government Document
  - g. Other

#### Collection

1. Select one of the following from the Collection dropdown menu:
  - a. Contemporary newspaper account
  - b. Maps
  - c. Millican "Riots"

#### Files

1. You will need to make a copy of your item. A copy of your item might be a screen grab or a scan. Save the file(s) and upload them.

#### Tags

1. Add a number of tags that will help users locate your article. Some tags are already listed. Feel free to add more as necessary.

#### Map

1. Add an address or town.