



## The Society of California Archivists

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### DATABASES FOR ARCHIVAL COLLECTIONS

This workshop presents an overview of database selection for digital collections in libraries and archives. Important topics covered include an overview of databases, the various strengths and weaknesses of different types of database from desktop to institution wide applications, issues around the RFP and acquisition process, and the role of IT support. This workshop is intended for those with minimal background in evaluating and selecting databases and the necessary resources for support.

The workshop instructors are **Sally Hubbard**, the Digital Projects Manager at the Getty Research Institute, and **Stephen Davison**, of the UCLA Digital Library Program. As Digital Projects Manager, Sally Hubbard is responsible for the digitization, persistence and continued accessibility of the Getty Research Institute's virtual collection. In her previous position as New Media Coordinator at the UCLA Film and Television Archive, she developed educational-historical CDs and a prototype online encyclopedia for the Moving Image Archiving Studies graduate program. She serves as co-chair of the Preservation Domain of the InterPARES 2 research project, and was editor of *Introduction to Imaging* (Getty Research Institute, 2003). Stephen Davison is Head of the UCLA Digital Library Program and currently chairs both the Metadata Working Group of the Music Library Association and the Steering Group of the Sheet Music Consortium, an Open Archives Initiative-based project to provide access to digitized sheet music worldwide. He is the creator of SCREAD--a ColdFusion/SQL Server database-based web application for creating EAD-compliant finding aids.

Date: **November 17, 2006, 10:00 a.m. to 4:00 p.m.**

Location: **Thousand Oaks Library**, 1401 E. Janss Road, Thousand Oaks, CA 91362. 805-449-2660, extension 228

Directions: Online directions and map indicating library parking lots is available at <http://www.toaks.org/library/info/hours/default.asp>. Parking is free. Lunch will not be provided, but a handout on local restaurants will be available.

Program:	9:30-10:00	Registration
	10:00-10:30	What is a database, and why are they useful?
	10:30-11:30	The different kinds of databases & use cases
	11:30-12:45	Lunch
	12:45-1:00	Review
	1:00-2:00	Selecting a database – the RFP process
	2:00-2:45	IT and other institutional support
	2:45-3:00	Break
	3:00-3:30	Garbage in, garbage out: a database is as good as its data
	3:30-4:00	Wrap up and questions

Fees:	SCA member:	\$35
	Non-member:	\$50

To Register: Send registration form and check payable to the **Society of California Archivists**, by November 7, 2006, to: Jeanette Berard, Special Collections, Thousand Oaks Library, 1401 E. Janss Road, Thousand Oaks, CA 91362.

- Workshop is limited to the first 50 registrants whose payment has been received
- Registration must be received by November 7, 2006.
- Refunds available only when notification is received 72 hrs prior to workshop

Questions? Contact: Jeanette Berard (805) 449-2660 ext 228, [jberard@mx.tol.lib.ca.us](mailto:jberard@mx.tol.lib.ca.us)  
or Clay Stalls, (310) 342-3968, [wstalls@lmu.edu](mailto:wstalls@lmu.edu)

**Registration Form - Workshop – November 17, 2006**

Name: \_\_\_\_\_

Affiliation/Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

At this workshop, I am most interested in learning about

\_\_\_\_\_  
\_\_\_\_\_

I will need a receipt at the event: yes \_\_\_\_\_ no \_\_\_\_\_

Indicate registration type: \_\_\_\_\_ SCA member @ \$35  
\_\_\_\_\_ Non-member @ \$50

Join the Society of California Archivists (SCA) today, and register at the individual member rate!

\_\_\_\_\_ Yes, I would like to join SCA, and have enclosed my \$45.00 individual membership dues.

Make checks payable to the Society of California Archivists. To facilitate processing, please make separate checks for membership and registration.

Please note: Confirmation notices will be sent if email or phone number is provided. Please print legibly.

Mail to: Jeanette Berard  
Special Collections  
Thousand Oaks Library  
1401 E. Janss Rd.  
Thousand Oaks, CA 91362