

Annex 1

Description of Work

ECP-2008-DILI-538002

EuropeanaTravel



eContentplus



Table of contents

PROJECT SUMMARY.....	3
1. RATIONALE AND OBJECTIVES	3
1.1. <i>Description of the issue addressed and the current situation (baseline)</i>	3
1.2. <i>Description of the project objectives</i>	4
1.3. <i>Expected results</i>	4
1.4. <i>List of participants</i>	5
2. CONTRIBUTION TO PROGRAMME OBJECTIVES	7
3. EUROPEAN DIMENSION	9
4. CONTENT	10
4.1. <i>Underlying content</i>	10
4.2. <i>IPR issues</i>	20
4.3. <i>Multilingual and/or multicultural aspects</i>	20
5. IMPACT AND SUSTAINABILITY	21
5.1. <i>Analysis of demand</i>	21
5.2. <i>Target users and their needs</i>	21
5.3. <i>Critical Mass</i>	22
5.4. <i>Sustainability</i>	23
6. PERFORMANCE MONITORING	24
6.1. <i>Success indicators</i>	24
6.2. <i>Performance measurement and evaluation</i>	24
7. PROJECT WORK PLAN.....	25
7.1. <i>Description of work and roles</i>	25
7.2. <i>Work package overview</i>	25
7.3. <i>Technologies and Standards</i>	27
7.4. <i>Project plan</i>	28
7.5. <i>Work package and labour effort overview</i>	30
7.6. <i>Work package description</i>	31
7.7. <i>Deliverables List</i>	42
8. PROJECT MANAGEMENT	44
8.1. <i>Project management structure and responsibilities</i>	44
8.2. <i>Project communication mechanisms</i>	45
8.3. <i>Risk analysis and management</i>	46
8.4. <i>Quality Assurance</i>	46
9. DISSEMINATION AND AWARENESS	47
9.1. <i>Events and Meetings</i>	48
10. OTHER CONTRACTUAL CONDITIONS	49
10.1. <i>Subcontracting</i>	49
10.2. <i>Other specific costs</i>	50
10.3. <i>Indicative budget distribution & pre-financing schedule</i>	51
11. APPENDICES	52
11.1. <i>Consortium description</i>	52
11.2. <i>Background and reference documents</i>	69

Project Summary

EuropeanaTravel is a Targeted Project for cultural content in the target area Digital Libraries of the eContentplus 2008 Work Programme. Its overall objective is to digitise content on the theme of travel and tourism for use in Europeana as requested by the EDL Foundation. The themed content will come from the wonderful collections of major university libraries and national libraries. The project is supported by CENL and LIBER, two founder members of the EDL Foundation, and by the Foundation itself. A secondary objective of the project is to further strengthen collaboration between CENL and LIBER by extending their experience of joint working, thus increasing human interoperability in support of Europeana. Other objectives include creating a LIBER closed access aggregation service to aggregate material from LIBER members for Europeana, continuing to mobilise support for Europeana amongst university libraries in a systematic way and supporting the spread of best practice in digitisation by libraries.

The consortium's 19 members include 17 library members providing content from 16 countries drawn roughly equally from the membership of CENL and LIBER and from all European regions. The project will run for 2 years and work closely and flexibly with the Europeana team.

1. Rationale and Objectives

1.1. Description of the issue addressed and the current situation (baseline)

EuropeanaTravel is a project highly focused on the needs and development of Europeana. It is proposed by founder members of the EDL Foundation and by the EDL Foundation itself and is a Targeted Project for cultural content in the target area Digital Libraries of the eContentplus 2008 Work Programme. Its overall objective is to digitise content on the theme of travel and tourism for use in Europeana as requested and supported by the EDL Foundation. It will also provide a means for research libraries which need the service to aggregate their material for Europeana on a sustainable long term basis.

The main issue addressed by *EuropeanaTravel* is to bring together selected complementary content on specific themes from different countries in the European Digital Library, through the targeted digitisation of material held by cultural institutions. This is precisely aligned to the objective of action line 5.3 of the call. In addition, the project addresses certain key strategic issues.

Travel and tourism, the theme selected for digitisation in this project, is one of the three priority themes announced by the EDL Foundation to its members in its *Call for Interested Content Providers for Cross Domain Digitization Proposals* circulated in February 2008. The topics on the list were selected based on the research done by the EDLnet [Europeana] network to identify priorities for content for Europeana.

The choice of theme for this project is grounded on Europeana's stated priorities but also on the great strength of the partners' collections in this area and on the digitisation priorities of each contributing partner. Partners have reviewed their proposed content list to ensure best possible fit with the needs of Europeana and best possible overlap with local needs. The material potentially available is fascinating, extensive and diverse, providing potential input from many cultures and on many aspects of the chosen topic in many languages. Much of the material is also visually attractive.

The cultural institutions participating in this project are university and research libraries and national libraries belonging to CENL and LIBER, two of the founding associations of the EDL Foundation. This mix of partners is a result of a strategic choice to strengthen the human interoperability between key EDL Foundation partners by working together on a joint project. The choice of partners with a relatively

homogeneous view of the issues makes for a cost effective project and the inclusion of strong partners from many countries, including many from the New Member States, contributes to the multicultural dimension of EU policy.

Europeana plans to take content from a number of aggregators and hopes not to deal with individual institutions. Whilst CENL members (national libraries) have The European Library as an aggregator, LIBER needs to find a solution to this issue for some of its members. This project identifies and creates a closed access aggregation service as a cost-effective solution on a sustainable basis so that university and research libraries can continue to provide input to Europeana. The service will be available to any LIBER member, not only partners in this project. The project will also investigate the availability of aggregators for university libraries in all Member States to inform planning and development.

1.2. Description of the project objectives

EuropeanaTravel has 5 principal objectives:

- To digitise library content on the theme of travel and tourism for use in Europeana
- To establish an aggregator through which LIBER libraries which require such a service can provide content to Europeana and to seek a sustainable basis for the aggregator's continuing functioning
- To deepen collaboration between CENL and LIBER in support of Europeana
- To mobilise the efforts of the research libraries in support of Europeana.
- To provide examples of best practice in digitisation methods and processes constituting a learning opportunity for all libraries wishing to supply digitised material to Europeana.

1.3. Expected results

The plan is to digitise the following material and make it available to Europeana. As a result a lot of material which might otherwise have been known only locally will be available to users all over the world. The range of media is one of the great strengths of the project. It has not been possible to standardise units of measurement but the following table contains no double counting. So the 5 120 books – maybe 1 million pages – are in addition to the 107 400 pages. Naturally, final estimates will be made in the light of actual costs at the time the work is to be done. The consortium is likely to produce more digital objects than listed in the table as some partners have provided their figures according to their minimal programme.

Images	16 800
Pages	107 400
Maps	4 260
Books	5 120
Documents	6 080
Glass plates	1 130
Film negatives	30 000
Photographic objects	9 200
Journal pages	217 250
Shellacs	100
Postcards	25 000
Manuscripts	9
Graphic sheets	900

The project will state its outputs both in the above terms and in the units recommended by the NUMERIC project at the time.

The second main result will be creating a LIBER closed access aggregation service to aggregate material from LIBER members for Europeana and continuing to mobilise support for Europeana amongst university libraries in a systematic way.

The third main result will be to establish a closer working relationship than existed hitherto between research libraries and national libraries.

A fourth significant outcome will be the mobilisation of the efforts of the research libraries in support of Europeana.

A fifth major result will be the best practice examples of digitisation methods and processes which will provide a learning opportunity and a chance to benefit from technical knowhow for all libraries wishing to supply digitised material to Europeana.

Other less quantifiable but nonetheless significant results expected from the project include the following:

- the project is one of the first attempts that libraries actually work together in digitisation at European level
- digitisation will be done according to commonly agreed standards
- through a multiplier effect through the LIBER network, other libraries etc. will be encouraged to prepare their collections for Europeana as well.

1.4. List of participants

List of Participants

No ¹	Participant name	Short name	Country	Role in the project ²	Date enter project	Date exit project
1	National Library of Estonia	RR	Estonia	Co-ordinator Content provider	1	24
2	National Library of Finland	UH.NLF	Finland	Content provider	1	24
3	National Library of Latvia	LNB	Latvia	Content provider	1	24
4	National Library of Poland	NLP	Poland	Content provider	1	24
5	Austrian National Library	ONB	Austria	Content provider	1	24
6	Slovak National Library	SNK	Slovakia	Content provider	1	24
7	National and University Library	NUK	Slovenia	WP2 leader Content provider	1	24
8	EDL Foundation	EDL	The	Provider of	1	24

¹ Participant number 1 is the Coordinator. The remaining participants are beneficiaries.

² The main operational role that the participant plays in the proposed project. For example: content provider, technology provider, pedagogical expert, standardisation body, evaluation, dissemination etc.

			Netherlands	service to end users through Europeana		
9	Eremo srl.	EREMO	Italy	Scientific manager WP5 leader	1	24
10	University College London	UCL	United Kingdom	WP1 & 3 leader Content provider	1	24
11	National Library of Wales	NLW	United Kingdom	Content provider	1	24
12	Lund University Library	LUB	Sweden	Content provider	1	24
13	National Library of The Netherlands	KB	The Netherlands	Content provider	1	24
14	University Library of Regensburg	UREG	Germany	Content provider	1	24
15	Moravian Library in Brno	MZK	The Czech Republic	Content provider	1	24
16	University of Innsbruck	UIBK	Austria	Content provider	1	24
17	University and National Library of Debrecen	DE	Hungary	Content provider	1	24
18	Trinity College Library	TCD	Ireland	Content provider	1	24
19	State and University Library of Lower Saxony	UGOE	Germany	Technical expert	1	24

2. Contribution to programme objectives

This project contributes very directly to Europeana [the European Digital Library] which is an intrinsically European undertaking which has been recognised as such by the Member States and the Parliament.

The added value of the consortium

Partners in this project have wonderful collections on travel and tourism but choice of partners also strengthens and deepens present and future strategic collaboration between CENL and LIBER, both of which are key founder members of the EDL Foundation. The EDL Foundation itself participates in the consortium to ensure adequate liaison and coordination.

The aim of the **EDL Foundation** is to provide cross-domain access to Europe's cultural heritage. The Foundation is expected to lead future development work on Europeana [EDL] funded by the current *eContentplus* call. The Foundation facilitates formal agreement across cultural heritage domains on how to cooperate in the delivery and sustainability of a joint portal and provides a legal framework for use by the EU for funding purposes and as a springboard for future governance.

The **Conference of European National Librarians (CENL)** is a foundation under Dutch law with the aim of increasing and reinforcing the role of national libraries in Europe, in particular in respect of their responsibilities for maintaining the national cultural heritage and ensuring the accessibility of knowledge in that field. Members of CENL are the national librarians of all Member States of the Council of Europe. CENL works closely with the Commission, providing The European Library as a model for the European Digital Library and playing a key role in Europeana and the EDL Foundation.

The **Ligue des Bibliothèques Européennes de Recherche (LIBER)** is the principal association of the major research libraries of Europe. It was founded in 1971 under the auspices of the Council of Europe. Its current membership includes research libraries of more than forty countries. Its overall aim is to assist research libraries in Europe to support a functional network across national boundaries in order to ensure the preservation of the European cultural heritage, to improve access to collections in European research libraries, and to provide more efficient information services in Europe. LIBER is a founder member of the EDL Foundation and its membership has massive potential to support to development of Europeana in many ways.

Programme objectives

The *eContentplus* work programme for 2008 includes within the Digital Libraries chapter 5.3 a call for targeted projects for cultural content. This project is a specific response to this request and very strongly complies with the objectives and all the conditions for such actions namely:

- To bring together selected complementary content on specific themes from different countries in the European Digital Library, through the targeted digitisation of material held by cultural institutions.
- The collections to be digitised, which will include different types of material (e.g. Books, audiovisual, sound, archival, newspapers) are held by cultural institutions from different European countries.
- The material to be digitised has been selected through a thematic approach. The themes are exciting and of interest to a broad public, as required by Europeana.
- The project demonstrates the added value of bringing the selected content from different countries together in the European Digital Library.
- The digitisation will result in a critical mass of complementary content on a specific theme to be made accessible through the European Digital Library.

- Content will be made available for citizens through the European Digital Library immediately after digitisation and permanently thereafter. A channel for providing more content [the LIBER aggregator] will also be created.

As a result of this project, a significant quantity of quality cultural material held by cultural institutions from different countries, which is related to specific themes of interest to a broad public, will be digitised and made accessible through the European Digital Library and the future work of the EDL Foundation is strengthened and underpinned.

3. European dimension

The Communication “i2010: DIGITAL LIBRARIES”

The eContentplus work programme is part of the Commission’s policy announced in 2005, “*i2010 – A European Information Society for growth and employment*”. Like the work programme itself, this project supports and advances the i2010 digital libraries agenda, specifically in respect of cultural heritage. One of the main objectives of the Digital Libraries Initiative is to achieve 'the European Digital Library', which will give citizens direct access from their computer to cultural collections from all Member States. The project plays a key role in achieving and sustaining that objective.

One of the actions announced by the Commission in the Digital Libraries communication was to “*catalyse and stimulate work of the national libraries*”. This led amongst other things to the creation of Europeana and the EDL Foundation, activities directly leading to this project.

Contribution to economic development and social objectives

The development of Europeana, to which this project is firmly linked, works with the grain of a number of strands of the i2010 initiative aiming at harnessing the power of Information and Communication Technologies (ICT) to provide a favourable environment for private investment, job creation and productivity growth in Europe, while modernising public services and giving everyone the opportunity to participate in the Information Society. Given the importance of ICT for today's economy, i2010 is a key element of the Lisbon strategy for growth and employment.

The proposed project will raise the profile of digitisation and stimulate digitisation activity in every member country. i2010: DIGITAL LIBRARIES recognises the potential *economic benefits* of digitisation. It states that “once digitised, Europe’s cultural heritage can be a driver of networked traffic. It will be a rich source of raw material to be re-used for added-value services and products in sectors such as tourism and education. If properly preserved, the material can be used time and time again. Furthermore, digitisation efforts will have considerable spin-offs for firms developing new technologies.”

The Communication from the Commission on the Digitisation and Online Accessibility of Cultural Material and Digital Preservation of 24th August 2006 makes the following additional point about the *economic value* of these activities:

“Beyond its fundamental cultural value, cultural material is an important resource for new added value services. The measures recommended will contribute to enhancing growth in related high value-added sectors such as tourism, education and media. High-quality digital content is a key driver for large scale industrial activities (hence the interest on the part of major search engines). Digitisation and digital preservation are knowledge-intensive activities that are likely to grow considerably in the coming years.”

4. Content

4.1. Underlying content

The following table provides a list of the digital objects which the consortium undertakes to make available:

Quantity and Quality of the Content								
Provider ¹	Type ²	Quantity & Definition ³	Format & Quality ⁴	IPR ⁵	Current Use ⁶	Existing Metadata ⁷	Language	Additional comments
RR	image	16,000 images of 8,000 double-sided postcards	JPEG, colour	public domain	Not available for public access at the time, because is not described	None; after digitisation Dublin Core	Estonian	Half-closed archive collection of historical postcards, comprising a tour of Estonian cities in the 19 th and 20 th century
UH.NLF	text, images and maps	10,000 pages of books and book attachments	Master files: JPEG 2000 Access copies: JPEG, PNG, 300-400 dpi	public domain	On site, in high demand by researchers and users	Object level metadata: MODS Collection level: MICHAEL Collection Description Schema, Structural Metadata METS	Swedish, Latin, French, German, English, Dutch	First travel tales from Finland from 17 th to 19 th century. Mainly books with various pictures and maps attached to them.
LNB	image	200 map sheets	JPEG, 300-400 dpi, colour/grayscale	public domain	On site by students, researchers and others. 650	AACR2, Dublin Core based; available in Latvian and	Latvian, German, Russian	Maps from the cartographic collection of the library covering

¹ Short name of the participant who provides the content

² E.g. Text, image, movie, sound, music etc.

³ E.g. 1,000 film clips, 2 million pages, 20,000 books etc.

⁴ E.g. Format - JPEG, MPEG, Quicktime, HTML, PDF etc., Quality - Resolution, sampling rate, colour/grayscale etc.

⁵ Access rights to use the content in the proposed project e.g. public domain or license

⁶ Describe current users of the content, including the number (e.g. registered users)

⁷ Describe fields, languages and structure of the metadata

LNB	text	5,000 pages	JPEG, 300 dpi	public domain	registered users in a year Students, researchers and others	English Dublin Core based; available in Latvian and English	Latvian	period from 16 th to 21 st century. Travel diaries and journals to support cartographic material
NLP	text	at least 2,000 books	JPEG, 300 dpi Could be OCRed	public domain	accessible only in traditional form	Currently MARC21, in digital library Dublin Core	Polish	Travel diaries, tourist guides, albums
NLP	text	at least 200 books	JPEG, 300 dpi	public domain	accessible only in traditional form	As above	French	Travel diaries, tourist guides, albums
NLP	text	at least 150 books	JPEG, 300 dpi	public domain	accessible only in traditional form	As above	German	Travel diaries, tourist guides, albums
NLP	text	at least 150 books	JPEG, 300 dpi	public domain	accessible only in traditional form	As above	English	Travel diaries, tourist guides, albums
NLP	text	at least 30 early printed books	JPEG, 300 dpi OCR impossible	public domain	accessible only in traditional form	As above	Polish, Latin, German, French, English*	Travel diaries
NLP	image	ca 6,000 documents	JPEG, 300 dpi	public domain	ca 1,000 images are accessible now in the Polona National Digital Library – it has daily ca 5,000 users	MARC21 in library catalog, Dublin Core in digital library	not applicable**	Postcards, photos, drawings
NLP	text/image	at least 80 documents	JPEG, 300 dpi	public domain	accessible only in traditional form	Currently MARC21, in digital library Dublin Core	Polish	Advertisements, flyers, other non-book materials
ONB	image	600 photographic objects	JPEG, 4000*6000 pixels	public domain	Researchers, publishers	Archival descriptions, Dublin Core qualified	German	Expeditions in the 19th century
ONB	image	ca 1,000 glass plates	JPEG,	public domain	As above	As above	German	Ethnography and

ONB		image, text	and film negatives	4000*6000 pixels	public domain	As above	As above	As above	German	travel from years 1900–1960. Austrian photographers, World Travel – Harry Weber and Joe Heydecker Europe, Palestine, India, South America, etc.
ONB		image	ca. 500 photographic objects	JPEG, 4000*6000 pixels	public domain	As above	As above	As above	German	Austrian monarchy, ethnography, as well as topographic views from years 1860–1918.
ONB		image	5,000 photographic objects	JPEG, 4000*6000 pixels	public domain	As above	As above	As above	German, English	Austria 1918–1960 Lothar Rübelt archives <i>Bilarchivaustria</i> : Travel, Vues, People, Rural Austria, Alpine Scenes
ONB		text	ca 155,000 pages of journals	TIFF, 300 ppi, colour/greyscale	public domain	As above	As above	None Dublin Core metadata to be created in process of digitisation	German	More than 30 titles of travel, hunting and sports journals with a focus on Austria and the Alps.
ONB		sound	200 titles on 100 shellacs	BWF, 96KHz, 24 bit	public domain	Musicians, researchers	MAB, Dublin Core qualified	German	German	Folk songs related to travelling.
SNK		image	3,400 loose sheets	TIFF, JPEG, 600 dpi, 24 bit	public domain, ~10% licensed	Available for 15,000 registered users	Partially MARC21/AACR2	Slovak, Latin, Hungarian, German	German	Historical and contemporary maps of Slovakia, the Czech Republic and Austro-Hungarian Empire.

SNK	image	15,000 geographic postcards	TIFF, JPEG, 600 dpi, 24 bit	public domain, ~10% licensed	Available for 15,000 registered users	Partially MARC21/AACR2	Slovak, Hungarian	Images of various places, mainly in Austro-Hungarian Empire. Towns, landscapes, mountains and buildings of 19 th and 20 th century.
SNK	text	1,000 pages	PDF	public domain	Limited use by researchers	Structured text (biographic entries)	Slovak	Travel logs from 16 th to 20 th century.
SNK	image	300 graphical sheets and engravings	JPEG	public domain	Available for 15,000 registered users	MARC21/AACR2	Slovak, Latin, Hungarian	Historical drawings of landscapes and city views.
SNK	text, image	500 books	TIFF, JPEG, 600 dpi, 24 bit PDF	public domain	Limited use by researchers	Partially MARC21/AACR2	German, Latin, Slovak	Travel books
NUK	text	700 books	PDF, HTML, access files 71-120 dpi; archive 300-600 dpi	public domain	Registered users of the library. Not for lending, therefore also without official user statistics.	None	Slovenian, German, English, Latin, Italian	A collection of historical travel logs, tourist guides and ethnographic descriptions of European countries. Relatively unknown to general public. Covers the time period from 16 th to 19 th century.
NUK	image	100 historical vedutas and 300 images (photographs, postcards, etc)	JPEG, access files 71-120 dpi; archive 300-600 dpi	public domain	As above	None	None	A collection of vedutes from 17 th to 19 th century depicting the development of settlements in Slovenia
NUK	map	50 historical maps	JPEG, access files 71-	public domain	As above	None	German	Historical maps of Slovenian territory from 17 th to 19 th

UCL	text	199 books	120 dpi; archive 300-600 dpi	public domain	Registered users of the library (53,955)	MARC21	English	century	Books from 1557 to 1860 with a focus on travels in Eastern and Central Europe, incl. Russia.
UCL	text	38 books	JPEG2000 Colour/greyscale 300-400 dpi	public domain	As above	MARC21	French	As above	As above
UCL	text	17 books	JPEG2000 Colour/greyscale 300-400 dpi	public domain	As above	MARC21	German	As above	As above
UCL	text	9 books	JPEG2000 Colour/greyscale 300-400 dpi	public domain	As above	MARC21	Hungarian	As above	As above
UCL	text	6 books	JPEG2000 Colour/greyscale 300-400 dpi	public domain	As above	MARC21	Italian	As above	As above
UCL	text	9 books	JPEG2000 Colour/greyscale 300-400 dpi	public domain	As above	MARC21	Latin	As above	As above
UCL	text	2 books	JPEG2000 Colour/greyscale 300-400 dpi	public domain	As above	MARC21	Polish	As above	As above
UCL	text	7 books	JPEG2000 Colour/greyscale 300-400 dpi	public domain	As above	MARC21	Russian	As above	As above
UCL	maps	207 maps	JPEG2000	public domain	As above	MARC21		Maps of Central and	

UCL	text, image	2 volumes of manuscripts with photographs and sketches	Colour/greyscale 300-400 dpi	all rights owned by UCL	As above	EAD	English	Eastern Europe from 15 th to 19 th century, supporting the fore-mentioned travel books
UCL	text	2 volumes of mss diaries	JPEG2000 Colour/greyscale 300-400 dpi	all rights owned by UCL	As above	EAD	English	Travel logs of world-famous archaeologist Arthur Evans, recording his trips to South-Eastern Europe in the 19 th century.
NLW	image	30,000 pages from 500 albums and sketchbooks	Master files: TIFF, 400 dpi, colour control included Access files: JPEG, PNG, 750 pixels across longest edge. Thumbnail images: 150 pixels along longest edge. Zoomify PFF files: derived from master files for Adobe Flash web based image zooming.	public domain	Available on site for all 16,000 patrons of the library	None To be created both on collection and object level in MARC21, easily mapped to Dublin Core Structural metadata to be stored in METS	None	Drawings of landscapes in Wales in wash, watercolour, ink, gouache, pencil and pen. Contains both works of famous artists as well as sketches made by wealthy travellers. Covers the time period from 18 th to 20 th century.
LUB	image	3,000 photos	TIFF	public domain	research	None	Swedish	Marten Sjöbeck's collection of landscape photos from southern

KB	image	30,000 pages of texts and drawings from manuscripts	JPEG	public domain	13,000 registered users; av. 20 items annually on loan in exhibitions all over the world	15,000 records of very high quality: as manuscript cannot be OCR-ed the proper names of all contributors are included in the metadata, in a standardised form to bridge language problems. Format: Dublin Core Extended, stored in XML.	French, Dutch, Latin	Sweden in the years 1920–1960 <i>Alba Amicorum</i> (Books of Friendship) collection featuring the travel diaries of scholars, lavishly illustrated with pencil drawings and gouaches. Covers the time span from the late 16 th to the early 19 th century.
UREG	text	400 books	2-layer PDF (image over text), 300 dpi, 24 bit colour	public domain	30,000 registered library users	bibliographic metadata in MAB2 format	German (mainly)	Botanical excursions and expeditions in the 19 th century; Travel guides and diaries from the Middle Ages until the 20 th century
UREG	image	200 maps	TIFF, 400 dpi, 24 bit colour	public domain	As above	As above	German (mainly)	As above
UREG	image	600 graphic sheets	TIFF, 400 dpi, 24 bit colour	public domain	As above	As above	German (mainly)	As above
MZK	image	ca 15,000 images	JPEG 2000, colour, 600 dpi	public domain	The collection items can be studied in a old prints and manuscript reading room. Current users are registered users of the library (28500).	MARC21, in Czech language. Maps metadata is brief but includes approximate geographic bounding box coordinates but no precise georeferencing metadata.	German (in some cases French, Latin and other languages, depending on map origin).	Map collection of B.P.Moll - One of the largest baroque map collections in central Europe, contains maps and vedute of Holy Roman Empire and hereditary Habsburg lands. Includes mostly printed but also

MZK	text	ca 29,370 manuscript pages	JPEG, colour, 300-400 dpi	public domain	As above	None	German	manuscript maps from 16th to 18th century. Unique original 20 volume baroque handwritten catalogue of the Moll's map collection, describing the maps and vedute as well as places depicted on them and complemented by drawings.
MZK	image	ca 1,400 images of vedutes	JPEG or JPEG2000 (depending on the size of the original), colour, 600 dpi	public domain	As above	MARC21, in Czech language	German, some inscriptions in Czech	This collection of views of Southern Moravia contains numerous 17 th -19 th century vedute (old photographs, lithographs and engravings).
MZK	text, image	ca 2,000 pages from bound atlases	JPEG, 300 dpi (text pages) and JPEG 2000, 600 dpi (maps)	public domain	As above	MARC21, in Czech language	German (in some cases French, Latin and other languages).	17 th – 18 th century atlas collection. Most of the atlases cover Europe but include also world maps.
MZK	text	ca 1,700 manuscript pages	JPEG, colour, 300 dpi	public domain	As above	MARC21 and TEI/MASTER, both in Czech language	German	5 travel related 17 th century manuscripts e.g. diary with messages of moving Swedish army in Moravia.
UIBK	text	1-2 journals, app. 50,000 pages	b/w: TIFFG4; colour/greyscale: JPEG, 300 dpi, OCR, PDF, METS	public domain or with permission of right holders		None	German	Journals covering travel in the Alps. Time period 1850–2008.

UIBK	text	200-300 books, app. 100,000 pages	b/w: TIFFG4; colour/greyscale: JPEG, 300 dpi, OCR, PDF, METS	public domain or with permission of right holders		partially Dublin Core	German, English, Italian	Classical descriptions of the Alps from the point of view of culture, history, geography and tourism. Time period 1500–2008.
UIBK	image, text	Some hundreds of postcards, posters, tourist maps, pictures and photos	b/w: TIFFG4; colour/greyscale: JPEG, 300 dpi, METS	public domain or with permission of right holders		None	German	Illustrations to the “anonymous” history of tourism in the Alps. Time period 1850–2008.
UIBK	text/image	Some dozens of guest books from rescue huts and summit books	b/w: TIFFG4; colour/greyscale: JPEG, 300 dpi, METS	public domain or with permission of right holders		None	German, English, Italian	Quantity depends strongly on willingness of institutions to contribute and cannot be guaranteed
DE	text	400 books 46,000 pages	JPEG, PDF	public domain	The estimated number of users for digital collections is about 30,000	Approx. 10 % described in the online catalogue	Hungarian, Latin, German, Russian	Travel books compiled by Hungarians abroad and foreigners in Hungary, including Greek Catholic pilgrims. From the 17 th to 19 th century.
DE	text	10,000 pages of periodicals	JPEG, PDF	public domain	As above	None	Hungarian	Local periodicals covering regional tourism, city culture and travelling habits in general.
DE	image	200 maps	JPEG, PDF	public domain	As above	None	Hungarian, Latin, German	Military, school and geological maps from the 18 th to 20 th century.

DE	image	2,000 postcards	JPEG, PDF	public domain	As above	None	Hungarian	Tourist attractions of the Austro-Hungarian Empire with a special focus on popular springs and spas of Hungary.
TCD	text, image	ca 2,250 pages of journals		under license, with permission of right holders	Irish and foreign researchers of academic and post-graduate level	None	English	Travel journals from the 18 th -19 th century covering trips to continental Europe.
TCD	image	133 glass slides		under license, with permission of right holders	As above No public access until digitised	None	English	Items from Major R.W.G. Hingston's collection from his travels in Asia and Africa dealing with local fauna, history and archaeology.
TCD	image	100 photographic negatives		under license, with permission of right holders	As above No public access until digitised	None	English	As above

* - it's difficult to define at this stage of the project how many books in particular languages we will include

** - some postcards have subtitles in different languages (Polish, German, French, Russian, etc.)

*** - not applicable at present, but the number of potential users for the digitised material can be around 30,000.

4.2. IPR issues

Given the current complex state of affairs in this area, this project has chosen to digitise and make available only material which is out of copyright or to which consortium members know they can secure the rights on an affordable and sustainable basis. This helps ensure that the material digitised by *EuropeanaTravel* will be permanently available to meet the objectives of Europeana and the eContentplus programme. It also allows a significant percentage of the budget to be spent on actual digitisation of content.

The focus of the *EuropeanaTravel* project is the digitisation of relevant material on European travel which is out of copyright. It is the responsibility of the partners themselves to ensure that all copyright/IPR issues are addressed *before* metadata is harvested into the Europeana portal. This will form part of the consortium agreement. To manage risks associated with copyright/IPR, *EuropeanaTravel* will adopt a 'take-down policy', where (if doubts concerning copyright clearance arise) individual materials will be removed from the host server and metadata will not be harvested into the Europeana portal until the rights issues have been addressed.

4.3. Multilingual and/or multicultural aspects

Multilingual aspects of accessing and using digital content are integral to this project.

In the first place, the project will make available content in at least 16 languages from 17 countries. It further strengthens the commitment of CENL members to Europeana and provides more of a framework for the contribution of LIBER members than previously existed. CENL [national libraries] has members in more than 40 European countries and LIBER's members [university and research libraries] number several hundred from all over Europe.

Secondly, the content will be made available through Europeana, which is committed to providing a powerful multilingual portal interface once it moves beyond the prototype stage.

The *EuropeanaTravel* project will not provide a portal accessed by the public. The content to be digitised will be made available in all cases on partners' own websites and through Europeana. National libraries will also make their content available through The European Library. It will remain the responsibility of these portals to develop multilingual services for their users, including access to the materials digitised by *EuropeanaTravel*.

5. Impact and sustainability

5.1. Analysis of demand

The material to be digitised is wonderfully diverse and engaging. Each of the national and university library partners in this project has its reasons for wishing to digitise the material specified driven by local and national priorities. Normally the reasons include both preservation and access, both of which are issues addressed by the project. Whilst every partner plans to make the digitised material available to its own national or local audience, it is the fact that all the digitised material will be made available more widely through Europeana which justifies the EU financial contribution and creates the community of interest needed for success in a jointly funded project.

The partners in this project have been guided by the list of topics proposed by EDL Foundation in its *Call for Interested Content Providers for Cross Domain Digitization Proposals* circulated in February 2008. The topics on the list were selected based on the research done by the EDLnet [Europeana] network. The themes proposed by Europeana were cities, crime and punishment and travel and tourism.

The theme selected by the partners in this project is travel and tourism. The choice is grounded on the Europeana priorities but also on the great strength of the partners' collections in this area and on the digitisation priorities of each contributing partner. There is much added value to the user in bringing together material on travel and tourism from different countries as different national perspectives can be compared and contrasted. Within travel and tourism, Europeana has specified the following subtopics: epics and traveller's tales; explorer's journals and captain's logbooks; images of elsewhere: the art and photography of travel; travelling songs and music; historical sites and tourist destinations; sustainable tourism; mapmaking; the science of navigation; pilgrimage; the grand tour; trade routes, commerce and world exhibitions.

The relevance of the material to be digitised in each country and its exploitation potential on national level has been described in more detail in appendix 11.2 of this document.

This project does not establish a public portal. All partners will make content available locally through their own systems. CENL members will also offer the content internationally through The European Library which also feeds Europeana. In addition to the foregoing, LIBER members are using the project to establish an aggregator to supply Europeana. The end users for purposes of the objectives of this project are the users of Europeana. It is Europeana itself, not this project which will have direct contact with users and adapt its services according to their needs and their feedback. Europeana*Travel* once it is funded and running will maintain a close dialogue with Europeana to ensure as close an alignment as possible within the constraints of planning and contractual requirements between the content provided by the project and the needs of Europeana's users and will aim to be as flexible as possible in meeting their needs.

5.2. Target users and their needs

Whilst the digital content created by this project will be used at local and national levels, the main objective of the project is to supply content to Europeana so it is Europeana's users that are relevant here. End users of the content will be users of Europeana. Europeana*Travel* will therefore be guided by the user investigations conducted by EDLnet and later by Europeana v1.0 and Europeana*Connect*. Europeana*Connect*, for example, will undertake a large user- and stakeholder-analysis with a harmonized approach. It will analyse the logging of the Europeana Prototype and draw conclusions for future developments and personalisation, create Europeana Registry of test users, develop a catalogue of usability methods and publish a report on best practice and how users are using the Europeana

service. All these activities will be geared for testing the components and services developed for and integrated in to Europeana portal allowing for drawing reliable conclusions and recommendations for a user-driven development of Europeana.

EDLnet has already identified five user profiles for end users of the Europeana service:

- General User
- School Child
- Academic user (both students and teachers)
- Expert Researcher
- Professional user, e.g. librarian, archivist, etc

Library professional users to be served directly by Europeana*Travel* are:

- Users of the aggregation tool for research libraries produced by WP3
- Users of the best practice examples produced by WP2.

These Europeana user groups can be characterised as follows:

The **general user** has a generic interest in culture or history. He/She is familiar with basic search functionalities, has no specific domain knowledge, is 'google-minded' and visits sites that have large volumes of content to offer, such as YouTube and Wikipedia.

The **school child** will make use of the service as part of educational exercises. Culture and heritage are incorporated in many school curricula, which means that European could be used in a variety of educational contexts. The school child will expect the service to be easily accessible, immediately appealing, visually attractive or even playful, no jargon and easy to handle while dealing with their exercises.

The **academic user** represents the other end of the educational spectrum. He/She may have excellent domain knowledge, or aspires to achieve that. He/She will expect the information offered to be comprehensive, accurate, and representative, and easy to reuse in the context of educational assignments.

The **expert researcher** looks for specific information on a specific topic. He/She is to a certain degree skilled in using retrieval services and may make use of the advanced search button to get the most out of the system. As this group is most likely to publish the results of the research in one way of the other, this group includes users who are prepared to buy something or travel to visit the contributing institutions.

The **professional user** is most likely a staff member of a cultural heritage organisation. He/She is skilled in using information systems, but with a different perspective than expert researchers. He/She may be interested in details as well as very generic information, for instance for improving information services of his own institution.

5.3. Critical Mass

A small digitisation project such as this will not digitise millions of complete works but it is nonetheless of considerable strategic significance for the development of Europeana. Not only will the project digitise material, but it will also encourage digitisation in certain countries by raising the profile of the activity and disseminating knowledge. The project will have a significant catalytic effect and will assist the project partners to advocate more involvement by their own governments in pursuit of the Recommendations of Communication from the Commission on the Digitisation and Online Accessibility of Cultural Material and Digital Preservation. The project will also demonstrate the value of joint effort towards a common goal at European level in this field and give some direction to the efforts of the research libraries.

The project's most significant outcome and contribution to the creation of critical mass will be the resulting organisation and mobilisation of the efforts of the research libraries in support of Europeana. The project will strengthen the all important human networks within the EDL Foundation which supports Europeana and create the sustainable critical infrastructure, the closed access aggregator, by which LIBER members' content will be made available to Europeana. In these ways the project will have a critical and increasing impact on the success of Europeana.

5.4. Sustainability

The sustainability of the Europeana service over time is ensured by the activity of the EDL Foundation. This project contributes in specific ways. At a strategic level, the closer working relationship resulting from this project between CENL and LIBER member libraries will make a significant contribution to the human interoperability essential for the continuing success of Europeana and of the EDL Foundation.

Two aspects of the work of this project need to be sustained over time:

- The digitised content needs to continue to be made available to users and
- More LIBER content whose digitisation is not funded by this project needs to continue to be delivered to Europeana via the LIBER closed access aggregator or by other means.

The libraries in this project are all publicly funded and there is good reason to accept that they will be able to continue to make the digitised content available. They are all committed to this.

Finding a sustainable solution to funding the LIBER aggregator is a task in the relevant work package. Two main options seem feasible at the time of writing:

- A portal funded by subscription of LIBER members
- A joint solution with other stakeholders such as The European Library.

The best solution under the circumstances pertaining at the relevant time will be chosen. As far as possible a solution will be found covering all LIBER members which need it and proposing how the metadata for digitised materials from all research libraries [whether LIBER members or not] in all Member States could be aggregated, some through national portals, some through LIBER and so on, reflecting the differing possibilities in the Member States..

CENL members already have a sustainable solution to the question of delivering content to Europeana. They do so through The European Library which is continuing to develop strongly and is sustained by the subscriptions of its members.

There is also the issue of the sustainable long term usability of the newly digitised material. By using the most accepted current standards and through its quality plans, the project will ensure as far as possible that the material is usable long term or can keep up with technological developments. The project will build on the learning achieved by other relevant projects including Planets.

6. Performance monitoring

6.1. Success indicators

Indicators	Year 1	Year 2
Percentage and numbers of items digitised to agreed standards. Broken down by main types of material.	30%	100%
Aggregator functioning	Intermediate version month 12	Done
Aggregator tested, functioning and financially sustainable		Month 24
Percentage of material accessible through Europeana	40% by month 12	100% by month 24

6.2. Performance measurement and evaluation

Partners will be provided with a reporting template for use in the project based on the content list. Through the template at the end of month 12 and month 24 digitising partners will report on the numbers of items digitised broken down as required.

In evaluating digitisation carried out in the project, the following measurements produced by the JISC Digitisation Programme Evaluation Network will be used:

- **Number and type and age** of items digitised (measure: number)
- **Cost** per digitised page (measure: price)
- Evidence of **common technical and organisational guidelines** between project partners (measure: yes/no)
- **Arrangement for review of materials** (measure: yes/no)
- **Ease of access** to resources (Functionality) (measure: yes/no during the project; after-number of users)
- Increased **user satisfaction** with resources (measure: yes/no during the project; after-number of users)
- Enhancement of **staff skills** (measure: yes/no)
- **User Focused:** have been created with a high level of user engagement, offer a high quality user experience (measure: yes/no during the project; after-number of users)

7. Project work plan

7.1. Description of work and roles

Europeana*Travel* is a simple and straightforward project where the majority of the resources are channelled into digitisation. It has the following 5 work packages:

1. Planning digitisation
2. Carrying out digitisation
3. Making LIBER partners' digitised material available to Europeana
4. Dissemination
5. Co-ordination and management

Work packages 1-3 deal with digitising and making available partners' content on travel and tourism.

Work package 3 also tackles the major wider strategic issue of how research libraries' material could be aggregated to comply with Europeana's planned model of dealing only or mainly with aggregators and not with individual institutions.

Work packages 4 and 5 provide effective dissemination and management solutions in ways that have proved their worth in other projects such as EDLproject and TELplus.

7.2. Work package overview

1. Planning digitisation

This work package provides an opportunity for partners to learn from each other and from other related projects and to take stock of the situation in their own institution and in Europeana itself before confirming and finalising their digitisation plans. The digitisation process will then begin using agreed methods and standards that provide the best value for money to the project. This work package results in clear and up to date plans which are the basis for WP2. Included in this Work package is also a survey of plans and work on digital preservation by all LIBER libraries to form a basis for their possible future collaboration in this important policy area.

2. Carrying out digitisation

Each partner implements its plan. Progress is monitored on a quarterly basis. The planned output of the digitisation process will be digital files fit for the intended purpose including some or all of the following as determined by WP1:

- a high resolution digital master
- medium resolution images for publication and public access
- thumbnails, for content preview on the web

Different types of documents may require different approaches, e.g. in case of some maps high resolution digital master will be published in the original resolution either through an image server or zoomify-like tiles.

The relevant metadata will be associated with each digital object:

- Dublin Core compliant metadata as necessary for the aggregator, as agreed for WP3
- Descriptive metadata as agreed in WP1
- Administrative metadata as agreed in WP1
- Structural metadata, describing the logical or physical relationships between the parts of a compound object, as agreed in WP1

The metadata schemata, the thesauri and controlled terminologies will be selected taking into account relevant international standards. The digital content produced will be made available to Europeana.

In order to fulfil these requirements, each institution will:

- Carry out the digitisation, including metadata creation and capture;
- Make available the resources via an OAI-PMH compliant repository;
- Describe each digital collection, according to standards set in WP1

As far as OCRing is concerned, the *EuropeanaTravel* project is very much aware of the issues involved. It has partners in common with both the TELplus project and the IMPACT flagship project which address OCRing in different ways, so the partners are aware of the issues. Within *EuropeanaTravel*, as many texts as possible will be OCRed according to partners' specific plans to be drawn up in WP1. *EuropeanaTravel* will keep in formal contact with the IMPACT project and the developments there.

Quality control will be a key activity carried out on two levels: a) in-house control mechanism of partner organisations, b) external quality control mechanism carried out by NUK as work package leader. This double control mechanism shall guarantee that the digital material will meet the standards and guidelines which have been agreed in WP1. The leaders of work packages one and 2 will collaborate closely to secure the best outcome.

A piloting mechanism will be set up for LIBER content providers to allow partners to run through the complete process before actually starting the digitisation process. This will ensure that quality standards are met and allow the fine tuning of digitisation plans in the light of practical experience.

Digitisation is seen as a process which comprises not only capturing, but also metadata creation, enrichment, packaging and delivery. The processes will be monitored on a quarterly basis to allow for eventual corrective actions at an early stage.

As well as doing digitisation to a high and consistent standard, work package 2 will produce best practice documentation covering handling the material, capturing, metadata generation, enrichment, workflow management, etc. so that other cultural institutions will have the chance to benefit.

Because the main aim of the digitisation is to make the material available through Europeana, liaison with Europeana is a key task and will be led from start to finish by the EDL Foundation.

3. Making LIBER partners' digitised material available to Europeana

Europeana's planned model is to deal only or mainly with aggregators and not directly with individual institutions for the aggregation of metadata. In some countries, such as Norway, Sweden or the Slovak Republic, the plan is that a national portal will be created for the use of all institutions. In other countries there will be sectoral portals. The purpose of this work package is to provide an aggregator solution applicable to all Member States that need it for research libraries that do not have an alternative aggregator solution available. This work package will create an actual working closed access aggregation service which will be used by the LIBER content partners in this project to deliver their content to Europeana. The service will be set up to be sustainably scaled up and run on a permanent basis for research libraries which need it.

4. Dissemination

Dissemination is planned on a small but appropriate scale. *EuropeanaTravel* will target its own members, CENL and LIBER members and a professional audience interested in digital libraries and Europeana. *EuropeanaTravel* will have only limited appeal for the general public whose interest needs to be directed rather to the public services of The European Library and Europeana. Besides carrying out its own dissemination agenda, *EuropeanaTravel* will support the efforts of the EDL Foundation and work collaboratively with them to use common tools and methods to publicise Europeana itself.

Europeana will use its website, including a news section, press releases, articles and conference papers to ensure effective dissemination.

5. Co-ordination and management

The partners who successfully delivered many other projects using these same methods have devised a structure which is very solid yet flexible enough to deal with changes of circumstances. The management team and many of the partners have worked together before and this reduces risk.

7.3. Technologies and Standards

The overall approach of Europeana *Travel* will be to continue to use *de facto* existing international standards wherever possible and to comply with any technical requirements specified by the Europeana team.

Technical and metadata standards appropriate to the huge range of formats and types of material to be digitised within the project, and will be agreed in discussion with partners in WP1. Metadata standards must as a minimum meet the level needed for OAI-PMH harvesting by the portal set up in WP3, as specified by Europeana. Above that level there will be scope for variation between partners where clearly justified although all digital images and metadata accepted by the project must conform to existing international standards. All standards used must reflect best practice, be agreed in WP1 and support the goals of the project for accessible and sustainable digital content.

The **closed access aggregator service** will be established to perform the three tasks of data collection, data enrichment/normalisation, and data exposure to Europeana. It is envisaged that UCL's installation of the DigiTool digital asset management software will be customised to serve as the platform for these aggregation tasks.

Participating repositories will expose metadata about their digitised objects in structured XML using the OAI-PMH (Open Archives Initiative Protocol for Metadata Harvesting) standard. The UCL DigiTool OAI service provider will be configured to harvest metadata from these disparate sources.

The harvested metadata will be aggregated. It will be enriched and normalised to meet the recommended standards for participation in Europeana by metadata aggregators. Contributing institutions will be given access to the aggregator to test and verify the collated data.

When the data collection process has been signed off by contributors, DigiTool's OAI data provider will be configured to begin to expose it to Europeana. The results will then be tested and signed off by both the originating libraries and by the Europeana team.

Following sign-off, aggregation will occur on an ongoing basis, so that all new and/or updated content is harvested by the aggregator, exposed through the OAI gateway, and collected by Europeana.

It is a pre-requisite of the aggregator that participating libraries use repositories which comply to the OAI-PMH standard. The specific requirements for the enrichment and normalisation of data prior to its exposure to Europeana will be established in the course of the project.

7.4. Project plan

No	WP/Task	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
1	Planning digitisation																								
1.1.	Planning digitisation workshop		M1.1 D1.1																						
1.2.	Partners' internal investigations and consultations																								
1.3.	Survey of partners' plans			D1.2		M1.2																			
1.4.	Statistical monitoring of digitisation													M1.3											M1.4
1.5.	Digital preservation survey and report												D1.3												
2	Carrying out digitisation																								
2.1.	Quality control			D2.1						M2.2			M2.3			M2.4			M2.5			M2.6			M2.7
2.2.	Pilot package delivery						M2.1																		
2.3.	Carrying out digitisation and metadata creation															M2.8			M2.9			M2.10			M2.11
2.4.	Best practice documentation						M2.12												M2.13						D2.2
2.5.	Liaison with Europeana																								
3	Making LIBER partners' digitised material available to Europeana																								
3.1.	Survey on readiness to allow OAI-PMH compliant metadata harvesting			D3.1																					
3.2.	Agreement on metadata standards			D3.1																					
3.3.	Planning implementation				D3.2																				

No	WP/Task	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
3.4.	Survey on aggregation services					D3.3																			
3.5.	Building and testing the closed access aggregation service portal												D3.4			M3.1									
3.6.	Planning the financial sustainability of the aggregation service portal																					D3.5			
4	Dissemination																								
4.1.	Planning dissemination			M4.1										M4.2											M4.3
4.2.	Project promotion materials, incl. web site and presentation	D4.1 D4.2		D4.3																					D4.4
4.3.	Concertation with Europeana v1.0 thematic network																								
4.4.	Participation in meetings and liaising with other projects																								
5	Co-ordination and management																								
5.1.	Financial co-ordination																								D5.8
5.2.	Internal consortium management and co-ordination	M5.1						M5.3																	
5.3.	Overall monitoring			M5.5		M5.6			M5.7				M5.8			M5.9			M5.10			M5.11			M5.12
5.4.	Liaison with the Commission							D5.1																	D5.4 D5.6
5.5.	Evaluation and quality control																								

* - Deliverables marked for month 24 in dissemination and co-ordination work packages are due one month after the end of the project, in month 25.

7.5. Work package and labour effort overview

WP No ¹	Work package title	Lead Applicant No ²	Start month ³	End month ⁴	Total Person months ⁵	Person months effort per workpackage per applicant ⁶																	
						01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18
1	Planning digitisation	10	1	24	46	3	2	2	3	3	2	0	0	5	3	1	3	2	3	3	2	2	4
2	Carrying out digitisation	07	3	24	418	29	17	16	28	22	63	0	0	21	35	10	36	16	29	27	20	21	0
3	Making LIBER partners digitised material available to Europeana	10	1	24	30	0	0	0	0	0	0	0	0	23	1	1	0	1	1	1	1	1	0
4	Dissemination	09	1	24	26	2	1	1	1	1	1	0	8	1	1	1	1	1	1	1	1	1	1
5	Co-ordination and management	01	1	24	56	48	0	0	0	0	0	0	8	0	0	0	0	0	0	0	0	0	0
	Total				576	82	20	19	32	26	32	66	0	16	40	13	40	20	34	32	24	25	5

¹ Workpackage number: WP 1 – WP n.

² Number of the applicant leading the work in this work package.

³ Relative start date for the work in the specific work packages, month 0 marking the start of the project, and all other start dates being relative to this start date.

⁴ Relative end date, month 0 marking the start of the project, and all ends dates being relative to this start date.

⁵ The total number of person-months allocated to each work package.

⁶ BE₁ – BE_m: Applicants numbered 1 to m

7.6. Work package description

Work package number:	WP1	Start date:	1	End date:	24
Work package title:	<i>Planning digitisation</i>				

Objectives

Led by **University College London (UCL, BE10)**.

Objective: To work with all partners and with the WP2 leader to plan and decide in detail how to digitise material on the theme of travel and tourism in a way which maximises its usefulness for Europeana and to begin the process of knowledge sharing within the consortium.

Description of work

Task 1: Planning workshop

Participants: All content providers led by UCL

The task starts with a kick-off 2 day workshop in month 2 where each partner describes their plans for digitisation in outline and where best practice is described and shared. Minimum standards essential for the collaboration to work are discussed and agreed. Agreement is reached on timings, costs (including value for money), and approaches to IPR, measurements, quality control, metadata standards, subject approaches, file formats and other technical standards. A Europeana*Travel* statistical reporting template will be devised and adopted to monitor quantities of material digitised.

Milestone 1.1. – 2 day workshop [M2]

Deliverable 1.1. – Document describing possible standards for discussion at the workshop [M2]

Task 2: Partners' internal investigations and consultations

Participants: All content providers led by UCL

Libraries collect the information needed to finalise robust plans for digitisation as agreed at the workshop.

Task 3: Survey of partners' plans

Participants: All content providers led by UCL

Following the workshop, partners complete their planning and describe their plans in standardised form by responding to a survey which will map the collections to be provided by the partners for the project, collecting information on content, IPR status of material, technical standards and administrative plans [e.g. sub-contracts], timing and costs and plans for metadata creation. Each partner's plan will also include an Exploitation Plan, describing the audiences envisaged for the digitised material at national level and how the material will be promoted and made available at national level to the intended audiences.

Deliverable 1.2. – Synthesis of draft digitisation and metadata plans including standards to be applied at project level and partner level [M3].

Europeana to be invited to comment on this deliverable before it is finalised.

Milestone 1.2. – Finalised agreed digitisation plans for all partners [M6]

Task 4: Statistical monitoring of digitisation

Participants: All content providers led by UCL

Milestone 1.3. – Statistical report on numbers of items digitised in year one [M13] to be included as an annex in D5.2.

Milestone 1.4. – Statistical report on numbers of items digitised in year two [M24] to be included as an annex in D5.4.

Task 5: Digital preservation survey and report.

Participants: Undertaken by State and University Library of Lower Saxony (UGOE)

Survey all LIBER member libraries to find out their position in digital preservation policy and practice in relation to the best practice. Also investigate their plans for the next year.

Deliverable 1.3. – Report on digital preservation practice and plans amongst LIBER members with recommendations for practical action [M12]

(Inter-) Dependencies, milestones¹ and expected result

Forms the basis for WP2. Close liaison required between WP1 and WP2. Result is a good up to date overview by all partners of all partners' plans and an opportunity for Europeana to provide feedback.

Milestone 1.1. – 2 day workshop [M2]

Milestone 1.2. – Finalised agreed digitisation plans for all partners [M6]

Milestone 1.3. – Statistical report on numbers of items digitised in year one [M13]

Milestone 1.4. – Statistical report on numbers of items digitised in year two [M24]

Deliverables

D1.1. – Document describing possible standards for discussion at the workshop [M2]

D1.2. – Synthesis of draft digitisation and metadata plans including standards to be applied [M3]

D1.3. – Report on digital preservation practice and plans amongst LIBER members with recommendations for practical action [M12]

¹ Milestones are control points at which decisions are needed, for example concerning which of several technologies will be adopted as the basis for the next phase of the project.

Work package number :	WP2	Start date:	3	End date:	24
Work package title:	Carrying out digitisation				

Objectives

Led by the **National and University Library of Slovenia (NUK, BE07)**.

The work package has three main objectives:

- a) To carry out the actual digitisation of the material at the various partner sites according to the given resources, the time table and the agreed standards;
- b) To set up a project wide infrastructure for quality control ensuring that the digital objects created within the project meet internal and external standards. Special attention is given to the quality of document capturing, image quality, metadata description and packaging of files for delivery to Europeana through the LIBER aggregator in accordance with the standards of D1.2.;
- c) To ensure that learning generated through the digitisation process is available to other cultural institutions. To achieve this, data capture methods, devices, workflows, metadata capturing tools etc. will be described and documented to provide best practice models for future contributors of Europeana.

Description of work

Task 1: Quality control

Participants: All content providers led by NUK

Quality control will be carried out on two levels: a) in-house control mechanism of partner organisations, b) external quality control mechanism carried out by NUK as work package leader. This double control mechanism ensures that the digital material meets the standards and guidelines agreed in WP1. Based on the specific knowledge of the partners NUK will provide quality control mechanisms, workflows, guidelines, etc. so that quality control becomes a routine process within the project. Partners will structure their specific digitisation plans in conformity with the quality control guidelines agreed.

Deliverable 2.1. – Infrastructure for quality control [M3]. Produced by NUK with assistance from UCL.

Milestones 2.2 to 2.7. – Internal reports in which digitising partners report on progress in implementing their digitising plans in an agreed standard format at regular intervals [M9, M12, M15, M18, M21, M24]. Required from all partners in this work package.

Task 2: Pilot package delivery

Participants: LIBER content providers as agreed at the planning workshop in month 2.

For libraries which are new to digitisation and which are not contracting out the work, it is desirable to set up a pilot package where feasible and to run through the complete process before actually starting the digitisation process. The main idea is to take a rich example including all or most kinds of documents and to package it according to the standards set up in WP1. This will give partners and the work package leader the chance to see if there are some workflow steps “undefined” or “not sufficiently described”. Moreover it will allow for fine tuning and updating of each partner’s digitisation plan.

Milestone 2.1. – Acceptance of pilot packages from LIBER content providers as agreed at the planning

workshop [M6]

Task 3: Carrying out digitisation and metadata creation

Participants: All content providers led by NUK

Digitisation is seen as a process which comprises not only capturing, but also metadata creation, enrichment, packaging and delivery. Therefore it will be expected that all LIBER libraries will deliver their digital objects in the form of regular packages, e.g. on a quarterly basis to the LIBER aggregation service once it is functional. This will not only ease quality control and have some positive effects on practical issues such as transfer of material, it will also allow for corrective actions at an early stage. CENL members will continue to make their newly digitised material available to The European Library according to existing arrangements. Material will be digitised from month 6 onwards. It will be delivered to the aggregator as soon as the aggregator is ready.

Milestones 2.8. to 2.11 – Internal reports at regular intervals documenting delivery of digitisation packages to the LIBER aggregator according to digitisation plans [M15, M18, M21, M24]. Produced by all LIBER content providers.

Task 4: Best practice documentation

Participants: All content providers led by NUK

In parallel to the work carried out best practice examples for handling the material, capturing, metadata generation, enrichment, workflow management, etc. will be collected and made available so that other cultural institutions will have the chance to benefit. NUK will also reuse best practice examples of former or parallel EU projects, such as TELplus, EDLnet or IMPACT.

Deliverable 2.2. – Best practice examples [final public version M24]. Produced by NUK, with support by all content providers.

Task 5: Liaison with Europeana

Participants: All content partners led by EDL Foundation

Takes place from the beginning to the end of the work package and ensures content produced by the project meets the needs of Europeana.

(Inter-) Dependencies, milestones¹ and expected result

Dependencies are strong with WP1 and WP3. WP1 will provide standards, digitisation plans, etc. which need to be fulfilled in WP2. WP3 will act as the final “evaluation tool”, since the digital objects, delivered by the content providers must be compliant with the interface provided by WP3.

Milestone 2.1. – Acceptance of pilot packages from LIBER content providers as agreed at the planning workshop [M6]

Milestones 2.2 to 2.7. – Internal reports in which digitising partners report on progress in implementing their digitising plans in an agreed standard format at regular intervals [M9, M12, **M15, M18, M21, M24**]

The reports constituting Milestones 2.4 to 2.7 will be included as annexes in the reports at month 18 and month 24 [D5.3 and D5.4]

Milestones 2.8. to 2.11 – Internal reports at regular intervals documenting delivery of digitisation packages

¹ Milestones are control points at which decisions are needed, for example concerning which of several technologies will be adopted as the basis for the next phase of the project.

to the LIBER aggregator according to digitisation plans [M15, M18, M21, M24]

Milestone 2.12 – First internal version of the best practice examples [M6]

Milestone 2.13 – First external version of the best practice examples [M18]

Deliverables

D2.1. – Infrastructure for quality control [M3]

D2.2. – Best practice examples (final version) [M24]

Work package number:	WP3	Start date:	1	End date:	24
Work package title:	Making LIBER partners' digitised material available to Europeana				

Objectives

Led by the **University College London (UCL, BE10)** assisted by LIBER content providers.

Objectives:

Creating a mechanism using the UCL DigiTool platform to harvest the LIBER libraries' metadata and make that available to Europeana via an aggregation service and ensuring technical interoperability with Europeana. The mechanism is more properly described as a closed access aggregation service. CENL libraries' material is made available through The European Library.

Making the closed access aggregation service available to all LIBER libraries that need it, not just those in the project, on a sustainable long term basis.

Description of work

Task 1: Survey of LIBER partners' readiness to allow OAI-PMH compliant harvesting of their metadata.

Participants: Undertaken by UCL with input from LIBER content providers

Task 2: Agreement on metadata standards for content to be delivered through the LIBER aggregator.

Participants: LIBER content providers led by UCL

Minimum standard will be that required by Europeana. Partners may opt for higher standards as agreed by WP1. The work package leader will consult with Europeana and using the results of the survey in task 1 draw up a metadata specification for OAI including essential and desirable recommendations. A short meeting/workshop will take place to finalise and validate the draft specification.

Deliverable 3.1. – Report on agreed metadata standards [M3].

Task 3: Partners will then be surveyed to confirm the date by which they will be in compliance with those standards and a timetable for implementation will be agreed.

Participants: Undertaken by UCL with support from LIBER content providers

Deliverable 3.2. – Action plan for compliance by LIBER content providers with agreed metadata standards [M4]

Task 4: Through desk research and survey activity as needed, investigate the access enjoyed by research libraries [not just LIBER members] in all EU Member States to aggregation services capable of feeding Europeana. Make a report on the state of the art and use the findings to help inform the design, marketing and financing of the proposed LIBER closed access aggregation service portal.

Participants: Undertaken by UCL with support from LIBER network

Deliverable 3.3. – Report on aggregators for research libraries. UCL. Using LIBER network [M6]

Task 5: Build and test the closed access aggregation service portal.

Participants: UCL in co-operation with LIBER content providers

Testing includes uploading the metadata from LIBER libraries and downloading it to Europeana. Europeana will participate actively in the testing.

Deliverable 3.4. – Intermediate version of the aggregation service available for review [M12]

Milestone 3.1. – Functional and tested portal available [M15]

Task 6: Use the LIBER Board and communication structure and other suitable means to examine policy options and to seek a solution for the financial sustainability of the closed access aggregation service portal after the end of the project to be used by increasing numbers of LIBER members who are not using other aggregators to supply Europeana.

Participants: Produced by UCL with support from LIBER network

Deliverable 3.5. – Report on sustainability of the closed access aggregation service including a service plan and a business plan [M21]

(Inter-) Dependencies, milestones¹ and expected result

Result: A sustainable and functional aggregation tool for the metadata of research libraries wishing to contribute to Europeana and requiring such a service.

Milestone 3.1. – Functional and tested portal available [M15]

Deliverables

D3.1. – Report on metadata standards [M3]

D3.2. – Action plan for LIBER libraries to implement agreed metadata standards [M4]

D3.3. – Report on aggregators for research libraries [M6]

D3.4. – Intermediate version of the aggregation service available for review [M12]

D3.5. – Report on sustainability of the closed access aggregation service [M21]

¹ Milestones are control points at which decisions are needed, for example concerning which of several technologies will be adopted as the basis for the next phase of the project.

Work package number :	WP4	Start date:	1	End date:	24
Work package title:	Dissemination				

Objectives

Led by **Eremo srl (EREMO, BE09)** Assisted by all project partners.

Objectives:

Create consistent and high quality access to *EuropeanaTravel*'s own results and related developments for project partners, an external professional audience and to a lesser extent a wider public through its web site and dissemination service.

Collaborate closely with the dissemination activities of *Europeana* and *Europeana v1.0* to maximise effect and minimise duplication of effort.

Description of work

Task 1: Produce a template for a dissemination plan and update it quarterly to include reports on all dissemination activities.

Task 2: Establish and maintain a *EuropeanaTravel* project web site where the project's work is publicised and project partners can access all project documents. Ensure the website also caters for an external professional audience including the wider LIBER and CENL memberships and *Europeana* stakeholder groups and for the general public to a reasonable extent. Create templates for a project presentation, a poster and a project leaflet for printing as needed.

Deliverable 4.1 – Project web site [M1]

Deliverable 4.2 – Project presentation [M1]

Deliverable 4.3 – Printed project poster and leaflet [M3]

Deliverable 4.4 – Final version of project presentation [M24]

Task 3: Concertation with *Europeana v.1.0*. Work closely with the *Europeana v.1.0* dissemination team on all aspects of dissemination including the planning of significant conferences and events relevant to both projects. Attend meetings of *Europeana v.1.0* and otherwise collaborate as necessary.

Task 4: In support of concertation, attending bi-lateral or multi-lateral meetings workshops conferences and the like as needed to foster collaboration and understanding; providing relevant projects and networks with articles, news and presentations; participating in events (e.g. conferences, meetings, workshops, trade fairs, exhibitions) at the request of the Commission.

(Inter-) Dependencies, milestones¹ and expected result

Milestone 4.1 – Template for a dissemination plan [M3]

Milestone 4.2 – Rolling dissemination plan [M13]

Milestone 4.3 – Final Dissemination report [M24]

Project partners will have the necessary communications infrastructure for effective collaborative working.

¹ Milestones are control points at which decisions are needed, for example concerning which of several technologies will be adopted as the basis for the next phase of the project.

External stakeholders will be able conveniently to understand what the project is doing and how it relates to other activities supporting the development of Europeana.

Deliverables

- D4.1.** – Project web site [M1]
- D4.2.** – Project presentation [M1]
- D4.3.** – Printed project poster and leaflet [M3]
- D4.4.** – Final version of project presentation [M24]

Work package number :	WP5	Start date:	1	End date:	25
Work package title:	Coordination and management				

Objectives

Co-ordinated by the **National Library of Estonia (RR, CO01)** with assistance from Eremo srl.

To ensure the efficient and effective implementation of the project plan.

Description of work

Task 1: Financial co-ordination

The National Library of Estonia will receive project finance from the Commission and pay it out to participants in a timely manner and maintain the necessary records. Eremo and the National Library of Estonia will collaborate closely at all times to monitor the budget. Budget changes will be agreed by both. If necessary, specific approval of the Commission will be sought.

Task 2: Internal consortium management and co-ordination

The National Library of Estonia will provide a draft network agreement, facilitate progress through day-to-day e-mail contact with work package leaders and other partners by means of an e-mail distribution list; convene and provide secretariat support for all meetings of the *EuropeanaTravel* boards and ensure the smooth running of its agreed decision making procedures; ensure that all key project documents and internal support tools are available on the members' web site.

Task 3: Overall monitoring

The National Library of Estonia and Eremo will jointly provide a monitoring plan and compile and synthesise partners' inputs to the plan so that progress can be monitored on a quarterly basis. Take up and deal with any resulting issues. Oversee at quarterly intervals the effective deployment of the project budget including any necessary budget revisions.

Task 4: Liaison with the European Commission

The National Library of Estonia will act as first point of contact for the project with the Commission and with the help of Eremo compile cost claims, progress or final project reports as required by the Commission; obtain any formal documentation to be provided as necessary by each of the participants; organise appropriate attendance on behalf of the project at review, concertation and information day meetings etc.; oversee the promotion of generic issues such as gender equality as required. Progress reports to the Commission will describe liaison with *Europeana* as appropriate.

Task 5: Evaluation and quality control

Ensure that all milestones are reached as far as practicable and that deliverables are supplied on time and of the required quality by coordinating the work and obtaining the approval of the appraisal group. Eremo will monitor progress in the delivery of the project's objectives and its adherence to the contracted timetable providing advice and guidance to project beneficiaries in the case of any problems occurring. Oversee data collection processes designed to provide the performance measures described elsewhere.

(Inter-) Dependencies, milestones¹ and expected result

All tasks in WP5 relate to each other and to all other WPs.

The expected result is that the project will be delivered on time and on budget with any significant variations agreed by the Commission and properly documented. Monies due to beneficiaries will be passed on to them by the coordinator as specified in the grant agreement.

Milestones 5.1. to 5.2. – Two meetings of the plenary project management board [M1, M13]

Milestones 5.3. to 5.4. – Two meetings of the executive project management board [M7, M19]

Milestones 5.5. to 5.12. – Internal quarterly reports [M3, M6, M9, M12, M15 M18, M21, M24]

Deliverables

D5.1. – First six-monthly progress report [M7]

D5.2. – Second six-monthly progress report [M13]

D5.3. – Third six-monthly progress report [M19]

D5.4. – Fourth six-monthly progress report [M25]

D5.5. – Annual public report [M13]

D5.6. – Final public report [M25]

D5.7. – Interim financial statement and pre-financing request [M12]

D5.8. – Final financial statement [M25]

¹ Milestones are control points at which decisions are needed, for example concerning which of several technologies will be adopted as the basis for the next phase of the project.

7.7. Deliverables List

Deliverable No ¹	Deliverable title	Delivery date ²	Nature ³	Dissemination level ⁴
D4.1.	Project web site	1	O	PU
D4.2.	Project presentation	1	R	PU
D1.1.	Document describing possible standards for discussion at the workshop	2	R	PU
D1.2.	Synthesis of digitisation and metadata plans including standards to be applied	3	R	CO
D2.1.	Infrastructure for quality control	3	R	CO
D3.1.	Report on metadata standards	3	R	CO
D4.3.	Printed project poster and leaflet	3	R	PU
D3.2.	Action plan for LIBER libraries to implement agreed metadata standards.	4	R	CO
D3.3.	Report on aggregators for research libraries	6	R	PU
D5.1.	First six-monthly progress report	7	R	CO
D1.3.	Report on digital preservation practice and plans amongst LIBER members with recommendations for practical action.	12	R	PU
D3.4.	Preliminary version of closed access aggregation service	12	O	R
D5.2.	Second six-monthly progress report	13	R	CO
D5.5.	Annual public report	13	R	PU
D5.7.	Interim financial statement and pre-financing request	13	R	CO
D5.3.	Third six-monthly progress report	19	R	CO
D3.5.	Report on sustainability of the closed access aggregation service portal.	21	R	CO
D2.2.	Best practice examples (final version)	24	O	PU
D4.4.	Final version of project presentation	24	R	PU

¹ Deliverable numbers in order of delivery dates; D1 – Dn. Deliverable numbers must indicate which workpackage they relate to, e.g. D2.1 for the first deliverable from workpackage 2).

² Month in which the deliverables will be available. Month 0 marking the start of the project, and all delivery dates being relative to this start date.

³ Please indicate the nature of the deliverable using one of the following codes:

R = Report
P = Service/Product
D = Demonstrator/Prototype
O = Other

⁴ Please indicate the dissemination level using one of the following codes:

PU = Public
PP = Restricted to other programme participants (including Commission services and project reviewers).
CO = Confidential, only for members of the consortium (including Commission services and project reviewers).

D5.4.	Fourth six-monthly progress report	25	R	CO
D5.6.	Final public report	25	R	PU
D5.8	Final financial statement	25	R	CO

8. Project management

8.1. Project management structure and responsibilities

In *EuropeanaTravel* there will be a financial co-ordinator, the National Library of Estonia, and a scientific manager (Eremo srl) which will work closely together to ensure smooth and effective project delivery as they have in the past for other projects. The management arrangements in *EuropeanaTravel* (together with the project plan) aim to provide a safe, effective and flexible environment for the activities of the project. Many of the partners have worked together before so the project benefits from (but does not rely only on) good personal relationships from the outset. The plan reflects the need both for formal structure and for a responsive and less formal way of working at operational level.

The National Library of Estonia undertakes financial coordination and most aspects of administrative co-ordination including:

- Maintaining oversight of the project's finances within its accounting system, receiving income from the Commission and paying it out to partners;
- Formally submitting deliverables and other project reports and official communications to the Commission (in the case of appropriate deliverables, once agreed by the appraisal group);
- Chairing the plenary and executive boards and representing the consortium in certain high level fora;
- After the end of the project, archiving the necessary project records for the period required by the Commission;
- Drafting and maintaining any consortium agreement;
- Organising a kick-off meeting to ensure all partners are briefed;
- Ensuring that overall documentation of the project is available and meets stakeholders' needs.

Eremo srl will act as scientific manager, responsible for co-ordination of the technical activities of the project, ensuring that all work is properly energised, directed, co-ordinated, resourced, carried out, monitored, and quality controlled and generally work in a team with the co-ordinator to provide experienced and effective management. They will:

- Prepare the agendas and minutes for all project management meetings
- Co-ordinate the project's efforts at peer reviews
- Co-ordinate the work of the appraisal group.

Eremo will produce an overall monitoring plan for the project in month 1 so that all partners know exactly what is expected of them and can put systems in place from the outset to collect required information for essential reports. Although administrative and other reporting to the Commission will be on a 6-monthly basis, partners in the project will supply "shadow" reports at 3 monthly intervals to allow adequate management and oversight. The shadow reports will be in the format of templates which reflect the reporting requirements of the *eContentplus* programme.

Eremo will be responsible for the overall planning and monitoring of the work progress of the consortium. Milestones will be specifically monitored. Papers and presentations relating to meetings will be accessible on a dedicated web space, and archived for later reference. The co-ordinators will highlight and address any issues, which may affect the satisfactory completion of the project.

Good communication will be at the heart of the project. An email list will be established from the outset and all project documents will be available to download by all partners from the project's web site. Ensuring good communication (outwards to partners) is the responsibility of the scientific co-ordinator and the work package leaders using the tools created for the project by the relevant partners. It is the

responsibility of all partners to respond to reasonable requests in a timely manner and to complete their reporting obligations as detailed in the monitoring plan.

EuropeanaTravel has a fairly large number of partners and for that reason it will have 2 boards, the Executive Board and the Plenary Board.

Strategic governance will be through the plenary board which consists of representatives of every partner chaired by the National Library of Estonia. All partners are entitled and requested to be present at plenary board meetings. Business will be despatched by consensus between the *EuropeanaTravel* partners, but if voting is necessary, each *EuropeanaTravel* partner will have one vote. The plenary board will deal with issues such as progress reports, outcomes of peer reviews, budget revisions or amendments to the programme of work. In urgent cases, the board will be consulted electronically.

The plenary board will physically meet twice: Firstly for a kick-off meeting and secondly in month 12/13 to consider the first year's work.

The executive board consists of the coordinators and the work package leaders and is chaired by the co-ordinator. Leaders of key sub-tasks may also participate if invited by the coordinator. Partners who are members of the executive board are also, of course, members of the plenary board. The work of the executive board is to give more detailed attention to progress of the work of the project in the gaps between plenary board meetings. It will meet twice in months 7 and 19.

Ad-hoc meetings may be needed at a more operational level to co-ordinate progress on specific work packages or issues. The need for such meetings will be determined by the co-ordinator and scientific manager in consultation with the work package leader(s) concerned. Wherever possible such meetings will be linked to other events (such as board meetings) and/or the issue of key deliverables. To retain operational flexibility and efficiency no specific pattern is established for these meetings at the planning stage, but budget has been included for 2 such meetings in each work package.

Peer reviews organised by the Commission: The co-ordinator, the manager and the work package leaders will attend peer reviews. The scientific manager co-ordinates the project's response to peer reviews.

As a member of the *Europeana* project cluster, *EuropeanaTravel* will participate in the Cluster Steering Group which *Europeana v1.0* will set up to keep personal communications channels open and to raise and solve issues relating to the timing and interaction of projects in the cluster.

8.2. Project communication mechanisms

Such mechanisms have been described under the chapters relating to management and dissemination.

Communications mechanisms for management purposes will include for example:

- Meetings of the plenary and executive groups and ad hoc meetings as necessary
- An email list and ad hoc emails as necessary
- Essential documentation available through the project website
- Meetings with related projects as needed
- Use of telephone conferencing as required.
-

Communications mechanisms for dissemination purposes will include for example:

- The *EuropeanaTravel* web site
- Press releases
- Articles and conference presentations
- Announcements to mailing lists and newsletters
- Concertation activities as necessary
- Posters and leaflets
- RSS feed with project news and announcements

8.3. Risk analysis and management

Risk in this project is increased by the following factors:

- The large number of partners;
- The significant budget with only 50% funding;
- The fact that some of the partners have not previously worked together;
- Some partners have no experience of digitisation and may be slow to get going;
- Formal requirements for subcontracting may lead to production delays.

These risks are reduced by a number of factors:

- The partners belong to other organisations [CENL and LIBER] through which they habitually work together and have worked together on other projects and through which they plan to have continuing relationships. This increases the beneficial influence of peer pressure;
- Many of the work package leaders have collaborated on other projects or are working together on other things;
- The project's links with CENL, LIBER and Europeana are very close, so there is no risk of divergence and support could be expected from the wider network;
- The project has experienced and professional management;
- A high percentage of the partners have worked on other international projects and so should be aware of pitfalls and the necessity of avoiding them;
- The work of the project is a logical extension of what the partners would have wanted to achieve anyway, so 50% funding is less of an issue than it might have been;
- Financial risk is low as the libraries are medium to large public bodies and the project management is experienced;
- The work package leaders have been involved in the design of the project.
- Good communications within the project will further reduce risk.
- An overlap of personnel between *EuropeanaTravel* and the related projects *EuropeanaV1.0* and *EuropeanaConnect* [and others] helps avoid misunderstanding and mis-communication.
- Clear and appropriate reporting and information systems will be put in place to give early warning of problems and allow corrections to be made.

8.4. Quality Assurance

Quality in *EuropeanaTravel* relates to two main aspects of the work:

- The quality of the deliverables, by which the project's success is formally judged and
- The quality of the digitised material delivered to Europeana by the content partners.

Quality control of deliverables will be undertaken by an appraisal group consisting the co-ordinator, the scientific manager, the work package leaders and one or two other members selected by this group and announced at the first plenary board meeting. Appropriate deliverables will be sent to members of the group for appraisal and their comments will be taken into account in finalising the deliverables.

Members of the group will not comment on deliverables for which they are responsible.

Disagreements will be resolved by negotiation or by a majority verdict as a last resort. A final level of quality control of deliverables is the Commission's annual review process.

Quality control of digitised material and its related metadata will take place as described in work package 2

9. Dissemination and awareness

EuropeanaTravel is a project which will run simultaneously with the continuing development of three important entities:

- The Europeana public service,
- The EDL Foundation and
- The European Library service

The attention of the professional audience and of the public needs mainly to be concentrated on them, not on this project. Their dissemination is mainly the work of others though this project will collaborate and assist. Despite this main concept, EuropeanaTravel **will** want to draw to the attention of a professional audience its results in the form of best practice examples of digitisation and some other aspects of its work.

The EuropeanaTravel web site will be public, of course, but its main functions are to meet the communication needs of the project partners about the project itself and to provide information about the project to a mainly professional audience of other stakeholders in Europeana. It will not seek to reach the general public on a large scale as the project is not aimed at the general public. However, essential information for the general public will be available, including the required Powerpoint presentation. The web site is the responsibility of Eremo who will update it frequently according to need. EU funding will be acknowledged on the web site and in other dissemination media in the required manner.

Partners in the project will be encouraged to undertake appropriate dissemination activities such as making presentations or contributing input to various media and have been allocated a small budget to fund such activity and concertation with other stakeholders on an ad hoc basis.

Dissemination of best practice examples of digitisation will be done through the project web site. A project brochure will be produced as well as a standard dissemination presentation for use by partners.

All dissemination activity by partners will be monitored quarterly and reported systematically annually. A public summary report detailing the project's achievements will be produced annually.

Web-based dissemination

The EuropeanaTravel web site will support the project by providing a document cache where all project documents are made available to all project beneficiaries. It will include a calendar of project related meetings and other tools as needed. There will also be a partners' mailing list or lists. The web site will also face outwards and provide information on the project's activities to an external professional audience. The site is expected to be appealing to use, while providing powerful assistance in navigation and concern with ease of use and general visual design. The design and look and feel of the site will convey the message that the project is part of the Europeana/TEL family of projects.

Concertation

Collaboration with related projects and networks funded by eContentplus, IST or other Commission programmes will be undertaken, mainly by attending meetings organised by others or providing input to them and taking into account relevant outcomes.

EuropeanaTravel will not aim to create a network of its own with a separate profile from that created by Europeana v.1.0. Both projects, together with other projects in the cluster linked to Europeana such as EuropeanaConnect will act as one super-network able to reach all domains, all Member States and all target audiences effectively and in an integrated and coherent way.

9.1. Events and Meetings

Meeting	Date (Project month)	Participants	Location
Kick-off and plenary board meeting	1	All participants	Tallinn
WP1 launch workshop	2	WP1 partners	London
Executive board meeting	6	Executive board members	Ljubljana
Plenary board meeting	12	All participants	London
Technical review	13	Work package leaders	Luxembourg
Executive board meeting	18	Executive board members	Tallinn
Technical review	25	Work package leaders	Luxembourg
Concertation meeting	Year 1	As required	TBD
Concertation meeting	Year 2	As required	TBD
Programme conference and exhibition	Year 1	As required	TBD
Programme conference and exhibition	Year 2	As required	TBD

10. Other contractual conditions

10.1. Subcontracting

A substantial part of the work of *EuropeanaTravel* involves digitising material in order to make it available and searchable. Practice varies for carrying out this work. Some libraries set up production lines in house to carry out the process from start to finish. Others keep some of the work in house such as selection of material, metadata creation and/or quality control and contract out the rest. There also exist examples of a mixed economy where the libraries digitise some types of material in house and subcontract for others. There are two main motivations for contracting out the cost, namely capacity and cost. Some libraries have neither space nor the capacity to do the work in house. Usually the cost for contracting out is also lower than doing the work in house. It is easier to control quality if the work is contracted out, bottlenecks are more easily avoided and in a number of countries there is a wish to build up a local industry capable of doing this work for all kinds of libraries. There is no possibility of one partner library digitising for another as this would mean sending precious materials abroad or across the country and the partners have no spare capacity in any case. When digitisation is contracted out it is because it is the most cost-effective or the only option for achieving the objectives of the project.

Table detailing subcontracting			
Participant no.	Participant name	Participant short name	Subcontracting
05	National Library of Austria	ONB	WP2: Outsourcing of digitisation 88 000 EUR
07	National and University Library of Slovenia	NUK	WP2: Outsourcing of digitisation 50 000 EUR
10	University College London	UCL	WP2: Outsourcing of digitisation 60 000 EUR
15	Moravian Library in Brno	MZK	WP2: Outsourcing of digitisation 30 000 EUR

10.2. Other specific costs

Table detailing other specific costs			
Participant no.	Participant name	Participant short name	Other specific costs
01	National Library of Estonia	RR	WP2: image processing software licenses 2 738 EUR WP4: printing and distribution costs of the project poster and leaflet 3 000 EUR WP8: two management meetings 1 500 EUR
02	National Library of Finland	UH.NLF	WP2: software licenses 3 000 EUR
03	National Library of Latvia	LNB	WP2: software licenses 400 EUR
04	National Library of Poland	NLP	WP2: software licenses 2 000 EUR
05	National Library of Austria	ONB	WP2: software licenses 3 000 EUR
07	National and University Library of Slovenia	NUK	WP2: a management meeting 500 EUR
10	University College London	UCL	WP1: workshop on digitisation and a management meeting 1 400 EUR WP3: software licenses 12 600 EUR
13	National Library of the Netherlands	KB	WP2: software licenses 10 000 EUR
14	University Library of Regensburg	UREG	WP2: software licenses 3 000 EUR
16	University of Innsbruck	UIBK	WP2: software licenses 10 000 EUR
17	University and National Library of Debrecen	DE	WP2: Adobe Creative Suite and ABBYY Finereader licenses 2 000 EUR
18	Trinity College Library	TCD	WP2: IT storage license 8 456 EUR

10.3. Indicative budget distribution & pre-financing schedule

The following table provides the indicative costs and maximum financial Community contribution for the project. The maximum financial Community contribution might be reduced in accordance with the provisions set out in Article 8 and Article II.17 of this grant agreement.

Part. No.	Participant Short Name	Total Costs	Community Contribution	Community pre-financing		Outstanding balance
				First instalment	Second instalment	
1	RR	229 628.00	114 814.00	45 926.00	45 926.00	22 962.00
2	UH.NLF	114 860.00	57 430.00	22 972.00	22 972.00	11 486.00
3	LNB	32 518.00	16 259.00	6 504.00	6 504.00	3 251.00
4	NLP	55 360.00	27 680.00	11 072.00	11 072.00	5 536.00
5	ONB	240 560.00	120 280.00	48 112.00	48 112.00	24 056.00
6	SNK	49 200.00	24 600.00	9 840.00	9 840.00	4 920.00
7	NUK	262 108.00	131 054.00	52 422.00	52 422.00	26 210.00
8	EDL	8 000.00	4 000.00	1 600.00	1 600.00	800.00
9	EREMO	204 900.00	102 450.00	40 980.00	40 980.00	20 490.00
10	UCL	453 904.00	226 952.00	90 781.00	90 781.00	45 390.00
11	NLW	166 720.00	83 360.00	33 344.00	33 344.00	16 672.00
12	LUB	81 466.00	40 733.00	16 293.00	16 293.00	8 147.00
13	KB	228 512.00	114 256.00	45 702.00	45 702.00	22 852.00
14	UREG	86 130.00	43 065.00	17 226.00	17 226.00	8 613.00
15	MZK	99 480.00	49 740.00	19 896.00	19 896.00	9 948.00
16	UIBK	185 248.00	92 624.00	37 050.00	37 050.00	18 524.00
17	DE	78 552.00	39 276.00	15 710.00	15 710.00	7 856.00
18	TCD	184 392.00	92 196.00	36 878.00	36 878.00	18 440.00
19	UGOE	38 462.00	19 231.00	7 692.00	7 692.00	3 847.00
Maximum Community contribution			1 400 000.00	560 000.00	560 000.00	280 000.00

The co-ordinator may request the payment of the pre-financing instalments subsequent to the first according to the following schedule:

- Second instalment as of month 13
- Outstanding balance as of month 25

11. Appendices

11.1. Consortium description

The EDL Foundation which is responsible for the development of Europeana will be a partner in the project to ensure adequate liaison and coordination. The Foundation is not taking a staff budget in this project as it anticipates that at the relevant time most of its salary bill will be paid by other projects.

The **Conference of European National Librarians (CENL)** is a foundation under Dutch law with the aim of increasing and reinforcing the role of national libraries in Europe, in particular in respect of their responsibilities for maintaining the national cultural heritage and ensuring the accessibility of knowledge in that field. Members of CENL are the national librarians of all Member States of the Council of Europe. The conference currently consists of 45 members from 43 European countries. Its members pay a subscription, exchange information, meet annually and work together on strategic issues of common interest. CENL has begun to work closely with the Commission, providing The European Library as a model for the European Digital Library and playing a key role in Europeana and the EDL Foundation. CENL is currently chaired by Elisabeth Niggemann, director of DNB and member of the High Level Expert Group. CENL is not formally a partner in EuropeanaTravel but takes an active corporate interest in its progress.

The **Ligue des Bibliothèques Européennes de Recherche (LIBER)** is the principal association of the major research libraries of Europe. It was founded in 1971 under the auspices of the Council of Europe. Its current membership includes research libraries of more than forty countries, mainly but not only, in Europe. Its overall aim is to assist research libraries in Europe to support a functional network across national boundaries in order to ensure the preservation of the European cultural heritage, to improve access to collections in European research libraries, and to provide more efficient information services in Europe.

LIBER is active in the promotion of the discussion about the future of MARC Harmonization among European research libraries as well as the development of the principles of the Open Access Initiative (OAI) at the European level. LIBER is a founder member of the EDL Foundation and its membership has massive potential to support to development of Europeana in many ways. LIBER is not formally a partner in EuropeanaTravel but takes an active corporate interest in its progress. Paul Ayris of UCL is a member of the LIBER Board and will undertake the necessary liaison and coordination.

CO1: NATIONAL LIBRARY OF ESTONIA (RR)

The National Library of Estonia (*Eesti Rahvusraamatukogu*) is a legal entity in public law which operates pursuant to the National Library of Estonia Act. The National Library of Estonia is: a national library collecting, storing and making publicly accessible items published in Estonia, in Estonian, or about Estonia, regardless of their place of publication, and maintaining the State database for a national bibliography of Estonian documents; the national centre for statistics on book publishing and Estonian libraries; the national ISBN, ISMN and ISSN agency; a parliamentary library providing information services to the Parliament (Riigikogu), the Government, to government institutions and the Office of the President; a research library for the Humanities and Social Sciences providing information for research activities and offering a wide range of information services; a LIS information centre that provides LIS information to those interested and further training in the LIS field in Estonia; the publisher of material on library and book science as well as the journal *Raamatukogu* (Library), the only Estonian scholarly periodical for librarians; an active member of the international library community; a cultural centre where various book and art exhibitions are held, along with concerts, conferences, theatre performances, film presentations and other cultural activities. The library led dissemination work package in the TEL-ME-

MOR project and co-ordinates the TEL*plus* project. The National Library of Estonia has been a valued partner in a number of other European projects for creating new information services for European citizens: reUSE, DoD, DIGMAP and EDLnet. For two years the library operated a European information point as part of the *Europe Direct* network.

In *EuropeanaTravel* the National Library of Estonia acts as the co-ordinator of the project and is also involved in digitisation activities as a content provider.

Staff involved

Janne Andresoo (*1965) is the Director General of the National Library of Estonia since 2008. She majored in librarianship, graduated from Tallinn University in 1987 with diploma, and has been working for the National Library since 1994. In 1996 she obtained a Master degree in information sciences. From 1997 to 2004 she was the Bibliographer General, from 2004 to 2008 the Head of the Research and Development Centre. She has been directly involved in several European-funded projects as TEL-ME-MOR and TEL*plus*. She has been responsible for development of many new services in the National Library, including the national web archive and the online national bibliography database. As the Director General she is responsible for international co-operation activities. Janne Andresoo is also a member of CENL and The European Library management board.

Toomas Schvak (*1979) is a Project Manager of the Research and Development Centre since 2005. He graduated as a BA in library and information science from the Tallinn University in 2001. He has co-ordinated information management in the National Qualification Authority, renovation of telecommunication networks in the Tallinn Central Library, international book aid projects and development of bibliographic databases in the National Library of Estonia. He led the dissemination work package in the European-funded TEL-ME-MOR project and has acted as co-ordinator of the TEL*plus* project since 2007. He is the representative of the National Library in the EDLnet network.

Krista Kiisa is a Project Manager of the Information Systems Department since 1992. She majored in library and information science, graduated from the Tallinn University in 1987 with diploma and started her career as a librarian. For twelve years she was responsible for local and national digitisation and e-library projects. Since 2004 her main field of activities is co-ordination of European co-operation projects. She led the development of a national digital archive DIGAR under the European-funded reUSE project and is currently developing digitisation-on-demand service under the European-funded DoD project.

BE 02: NATIONAL LIBRARY OF FINLAND (UH.NLF)

The National Library of Finland at the University of Helsinki (*Helsingin Yliopisto – Kansalliskirjasto*) functions as a service and development centre for Finnish libraries with a promote both national and international co-operation. The National Library of Finland is responsible for acquiring and preserving the national heritage in form of publications as well as maintaining its collections of research material and for providing access to them.

The National Digitisation Centre - Centre for Microfilming and Conservation at Mikkeli has been operating since 1990. It's main function in digitisation is to be a production unit for mass digitisation of cultural heritage, such as historical newspapers, monographs, journals and audio integrating its processes into a larger national Digital Library solution for access and long term preservation. The production unit has re-defined its digital chain in 2008, under a project funded by the Education Ministry. The renewed process is a wholistic library wide approach uniting different sections of the library; consisting not only the preparation, microfilming, digitisation and conservation of library materials but also of the efficient integration of metadata; in terms of re-use of metadata from library catalogue, creation and capture of metadata at scanning and structural analysis level, enrichment of library catalogue after post digitisation, readiness of interoperable metadata packages to be ingested into national and international Digital Libraries. The Centre has taken operates digitisation in-house and does not currently use outsourced services. The Centre also includes in its functions some commercial services. The Centre takes part in co-

ordinating the digitisation of memory organisations and participates in developing international digitisation of cultural heritage. The Centre has been Work Package Leader in several international projects related to digitisation e.g. Minerva and Michael Plus.

In *EuropeanaTravel* the centre will participate as a content provider.

Staff involved

Majlis Bremer-Laamanen, MA, is Director of the National Digitisation Centre at the National Library of Finland. She has been Project Leader and Work Package Leader in several national and international projects. National memberships: National Library Management Group, National Digital Library (Access Section), Mikkeli University Consortium Management Group. International memberships: IFLA Newspapers Section, EU Member States' Expert group on Digitisation and Digital Preservation, IFLA Preservation and Conservation Section, secretary in 2004-05.

Tiina Ison, Master's Degree in Information and Knowledge Management, University of Technology Sydney, Australia. Project Leader of Mass Digitisation and new processes being put into place 2008-2009.

BE 03: NATIONAL LIBRARY OF LATVIA (LNB)

The National Library of Latvia (*Latvijas Nacionālā Bibliotēka*) is the largest research library in the country. Its mission is to facilitate the stable and ongoing development of the spiritual and intellectual abilities of the Latvian population, acting as the centre for development of the library system in Latvia, establishing collections of information resources, and providing information to various national programs. The Library participates in the implementation of various library-related programs in Latvia, does methodical and scientific research work, publishes bibliographic indexes and collected articles on book science and librarianship, enacts the initiative for a process of library standardisation, and participates in the work of international library organisations. The National Library of Latvia is very important in providing information to the institutions of state governance. It provides services to the Latvian Parliament, the Office of the State President, the Cabinet of Ministers and most of the government ministries. It is an active member of the international Biblioteca Baltica network which it also represents in the network. The National Library of Latvia will be the country member for Latvia. It has participated in European projects to expand and improve The European Library, TEL-ME-MOR and TELplus. It is also part of the EDLnet network and is one of the partners in EDLlocal project.

In *EuropeanaTravel* the library will participate as a content provider.

Staff involved

Ināra Drulle is the current Head of Project Management and Information Centre, working in the department since 2006. She manages several international co-operation activities: *eContentplus* project TELplus, international project "Investigation about Latvian culture heritage taken to Russia"; project "Publishing facsimile of album Terra Mariana 1188-1888", carried out in partnership with Vatican Apostolic Library. In the past she also participated in a FP6 project TEL-ME-MOR and organised several international exhibitions for the Latvian Contemporary Art Centre.

Anda Juta Zālīte is the Head of the Cartographic Unit since 1995. She has been working in the unit since 1977. Since 2008 she is a project manager for a digital collection "Dawn of National Cartography". In the past she has led a team responsible for creating the conception for Digital Map Library (2005–2006). She was also the editor of a book „Indexes for streets, squares, bridges and parks in Riga” (2001).

BE 04: NATIONAL LIBRARY OF POLAND (NLP)

The National Library of Poland (*Biblioteka Narodowa*) acts as the central library of the state and one of the most important cultural institutions in Poland. Its mission is to protect national heritage preserved in the form of handwritten, printed, electronic, recorded sound and audiovisual documents. The National Library is also a national bibliographic agency, a large research library focusing on the humanities, the centre for standardisation in the field of librarianship and bibliography, co-operating with the Polish Standardisation Committee and the ISO, the institution that documents and disseminates information on the domestic and foreign literature holdings of Polish libraries as well as information about libraries, reference centres, and publishers in Poland and the state-of-the-art centre for the preservation and conservation of library collections. It fulfils a surpassing role in research and methodological activity in bibliography, library science and reading. The National Library holdings as of the end of 2007 (including duplicates) totalled over 8.400.000 registered items. In October 2006 the National Digital Library Polona was launched. It provides access to the digitalized format of the National Library's most important editions of literary and scientific texts, historical documents, periodicals, fine prints, photographs, printed and sheet music and maps. The National Library is a partner of the European Library since January 2007 and EDLnet-Thematic Networks. Since September 2007 it is a member of TELplus project. The National Library is financed by the Ministry of Culture.

In EuropeanaTravel the library will participate as a content provider.

Staff involved

Katarzyna Ślaska holds a Master's degree in library and information sciences at the University of Warsaw. From 1988 on she worked in the Early Printed Books Department in the National Library of Poland. From 2000 to 2006 she was a head of the library in the Institute of English Studies in the University of Warsaw. In 2006 she became digital librarian in the National Library of Poland, and in August 2007 director for development in this library. She is currently responsible for the digitisation in the National Library of Poland and in charge of several projects concerning digitisation and OCRing (TELplus project, Electronic Archive of Polish Historical Documents, Polish Literary Canon).

Joanna Potęga received a Master's degree in library and information sciences at the University of Warsaw. From 1999 she has worked in the Newspaper Department in the National Library of Poland. In 2006 she started her work in the National Digital Library Polona and in 2007 she became head of the Polona Library. She is a lecturer at the Warsaw University, author of many virtual exhibitions and as well articles and conference presentations concerning digitisation and digital libraries.

Agata Pietrzak holds a Master's degree in history of art at the Stefan Wyszyński University in Warsaw and graduated from Public Relation Studies in the University of Warsaw. She began her professional career in the Art Department in the National Library of Poland in 1992. She worked as well in the Prints and Drawing Department in the National Museum in Warsaw. In 2006 she became head of the Art Department. She is author of 4 books and many articles concerning modern graphics and as well Polish versions of MARC21 format for graphics, prints, postcards and photographs. She organized two exhibitions in the National Library (2004 – Stefan Mrożewski, 2005 – Polish graphic 1918-1939).

Jakub Kostynowicz is graduated from the Polish-Japanese Institute of Information Technology. From 2002 he has worked in the National Library. He is author of the Digitised Collection System - program which helps in the assistance during a document's entire digitization process, aids in digital collection presentation and creating reproductions upon request in the National Library. Jakub Kostynowicz works for TELplus project and the Electronic Archive of Polish Historical Documents.

BE 05: AUSTRIAN NATIONAL LIBRARY (ONB)

The Austrian National Library (*Österreichische Nationalbibliothek*) is the main scientific library of the Republic of Austria. In addition to its role as a deposit library, ONB acts as a research centre and has been involved in numerous national and international digital library initiatives. The library has been a partner

in several EC-funded projects in FP4, FP5 and FP6, FP7 as well as in eContent and eContentplus. Recent projects include IMPACT, PLANETS, DELOS, BRICKS, EDL, EDLnet and TELplus. The Austrian National Library is involved in initiatives related to the i2010 Digital Libraries strategy of the European Commission. Since 2005 the library has been full member of The European Library (TEL). Within the eContentplus project EDL the Austrian National Library lead WP3 “Developing the European Digital Library” and was responsible for producing a digitisation roadmap for the European national libraries. Within the TELplus project the Austrian National Library acts as lead of WP1: “OCRing previously digitised material”. In the PLANETS and IMPACT Integrated Projects ONB acts as subproject lead.

The Austrian National Library has been conducting large scale digitisation programmes for many years. In 2003 ONB started a programme for mass digitisation of historical newspapers. Currently more than 4 Mio pages are available via the ANNO portal (<http://anno.onb.ac.at>). In 2006 the library started a programme to digitise historical legislative, jurisdictional and parliamentary papers. The collection covers the period from 1780 to 1999 and currently contains around 1 Mio pages which are available via the ALEX portal (<http://alex.onb.ac.at>). The library has also been digitising large portions of the collections of its picture archive (<http://www.bildarchiv.at>) and has started to digitise the historical audio recordings of its folk song archive in 2007. Additionally the library is carrying out selective digitisation projects, e.g. of the papyri collection, the incunabula collection or of its collection of first editions.

In *EuropeanaTravel* the library will participate as a content provider.

Staff involved

Max Kaiser, MA, Head of Research and Development. He has been working for the Austrian National Library since 2000. He has many years of international experience in the field of digital libraries, digital preservation and digitisation research. He has been work package lead in several EC projects and acts as sub project lead in PLANETS and IMPACT. Max Kaiser is also coordinating the ONB's participation in The European Library (TEL).

Christa Müller, MA, Head of Digital Services. She studied at the University of Vienna where she participated in several international research projects. She has been working for the Austrian National Library since 1996 and has been Digitisation Programme Manager since 2002, responsible for planning, organising and controlling several mass digitisation projects (newspapers, journals, law gazettes and broadsheets).

Bettina Kann, MA, Head of Digital Library Division. She has been working for the Austrian National Library since 1993. She has many years of experience in digital library projects. After working as a system librarian she has been head of the Digital Preservation department since 2004 and head of Digital Library since 2008. Her working areas include digital longterm preservation, library systems and digital repositories, management of digital collections.

Michaela Brodl, MA, Head of the Archives of the Austrian Folk Music Society which part of the Austrian National Library. She is responsible for the project “Long-term archiving of analogue sound documents.

Hans Petschar, Ph.D., Director of Picture Archive. He has been working for the Austrian National Library since 1986 and led several research projects concerning digitisation of cultural heritage objects. He is the official representative of ONB at CENL and chairs the CENL Content Working Group. He acted as Austrian representative for the NRG group for coordinating digitisation in Europe and has been involved in several EC projects.

BE 06: SLOVAK NATIONAL LIBRARY (SNK)

The Slovak National Library (*Slovenská národná knižnica*) is the national library of the Slovak Republic and the supreme state cultural, information-providing, scientific and educational institution in the area of librarianship, bibliography, literary museum, literary archives and biography. It is a part of the

Library Network of the Slovak Republic, which organisationally forms a part of the State Information System. The Library Network of the Slovak Republic comprises scientific and research libraries, academic libraries, public libraries, school libraries and special libraries.

The **fundamental mission** of the Slovak National Library is to provide for free access to information disseminated on all types of carriers *by using library and information services and information technologies, to build, preserve and make access to* library collections, archival collections and museum objects relating to documentation of development of the Slovak literature, the book culture and arts, as well as the databases from these domains and thus to satisfy cultural, informational, scientific, research and educational needs of the people and to help them in their life-long learning, independent decision-making and intellectual development.

Within its mission the Slovak National Library fulfils numerous core tasks, in addition to other activities it is the national workplace for the area of restoration, conservation, protective duplication and digitisation of documents, it carries out and coordinates implementation of ICT and connection to the Internet within the library network of the Slovak Republic, it provides for and coordinates digitisation a presentation of the cultural heritage of the Slovak Republic over the Internet.

SNK was established as a follower organisation by merging Slovak National Library that was formerly a part within the association *Matica slovenská* with the Monument of National Culture into an autonomous legal body, the establishing body of which is since 1st July 2000 the Ministry of Culture of the Slovak Republic. The seat of SNK is the city of Martin in the northern part of Central Slovakia.

SNK was a partner in TEL-ME-MOR project and is a partner in TEL*plus* and EDLnet projects. In *EuropeanaTravel* the library will participate as a content provider.

Staff involved

Katarína Krištofová (*1979) is the Head of the Slovak Digital Library Department of the Slovak National Library and Deputy Director General of the Slovak National Library since January 2008.

After graduation at the Economic university in Bratislava in 2002 (Faculty of Commerce and Faculty of International Relations) she was rewarded a PhD. degree in the Regional policy of the EU in 2008.

Between 2002 and 2005 she worked for IBM ISC Ltd. in Bratislava, Slovak republic. She started to work for the Slovak National Library in Martin as a project manager in 2005 and has been implementing a number of national and European projects (e.g. Public Internet in Libraries of the Slovak republic, Slovak Digital Library, TEL-ME-MOR, TELplus).

Oliver Ardo (*1978) graduated in 2004 at the Constantine the Philosopher University in Nitra in specialisation of Applied Information Science. Currently he works in the Slovak National Library as an information technology expert focused on implementation of projects related with library and information systems, digitisation and digital archiving, such as the Common 3rd Generation Library, Public internet in Libraries and other EU or state-funded projects. He was involved in technical implementation of The European Library and Europeana.

Martin Katuščák (*1978) graduated in 2002 at the Comenius University in Bratislava, Faculty of Arts, Master course of English and American Studies and Library and Information Science, specialisation in Information Technologies. Since 2003 responsible for coordination of digitisation and digital library management in the Slovak National Library in Martin, Information Technology Department (until 2008), currently he is a digital library officer and methodologist at the Slovak Digital Library Department. Member of the National Representatives Group (until 2007) for the EU coordination of digitisation of cultural and scientific content and since 2007 member of the European Commission's Member States Expert Group for digitisation and digital preservation. He was involved in TEL-ME-MOR, MINERVA-EC, TEL-Plus and EDLnet projects for supporting the European (Digital) Library.

BE 07: NATIONAL AND UNIVERSITY LIBRARY OF SLOVENIA (NUK)

The National and University Library (*Narodna in univerzitetna knjižnica*) is both the Slovenian National Library and Ljubljana University Library, and provides at the same time advisory and supervisory services to the national library network. It operates as the main research library in Slovenia, a national referral centre, catering for the needs of research and education, leads on national preservation strategy and co-operation with national and other major libraries abroad. NUK promotes library networking within the national library and information system; it enhances research, development and advisory activities, along with the organisation of education and training in the library and information field. The Library's collections and other activities support the education and research processes at the University. The Library's collections comprise 2,200,000 bound volumes as well as other media. It is a leading partner in TEL and in various IST and eContent*plus* projects.

In *EuropeanaTravel* the library will lead WP2, taking lead and responsibility for digitisation carried out in the framework of this project.

Staff involved

Zoran Krstulović, MA, is the Deputy Director of the National and University Library of Slovenia, responsible for Library Programs. As the Head of the Digital Library Development and Strategy Division, he has many years of experience in both digital libraries and various European projects. Currently, he works as the coordinator of The Digital Library of Slovenia – dLib.si project, the national coordinator of the *Europeana* and as the NUK project group co-coordinator for the EDLnet and TELplus. He is also a member of The European Library Management Board and The Institute of Information Science (IZUM) Management Board. Musicologist by profession, he is the President of the Slovenian Music Information Centre (SIGIC) and has published a number of bibliographies and the critical editions of the compositions by L. F. Schwerdt and J. K. Novak.

Karmen Štular Sotošek, MSc, is the Head of Digital Library Development Office and Digital Information Infrastructure Department. She has been working for National and University Library since 1996. She has many years of international experience in the field of digital libraries. She was a member of Gabriel (the precursor of TEL) Editorial Group and a member of The European Editorial Group. Currently, she is a member of The European Library Contacts Group. She has also participated in EU funded TEL-ME-MOR project. She is also in charge of the organisation of Slovenian libraries cooperative in order to harness their buying power for access to electronic resources within Slovenian Consortium COSEC, which is a member of a multi-country library consortium, eIFL.net.

Žiga Cerkvenc graduated from Political Sciences at the University of Ljubljana and works as the administrative co-ordinator of The Digital Library of Slovenia – dLib.si project. His other working areas include strategic marketing planning, promotion, co-ordination of the Slovenian version of the *Europeana* web portal and the preparation of virtual exhibitions.

BE 08 : EDL FOUNDATION

The EDL Foundation (*Stichting European Digital Library*) is a cross domain foundation, under Dutch law, set up for the purpose of fostering collaboration between Museums, Archives, Libraries and Audiovisual Collections in Europe. It aims to provide access to Europe's cultural heritage by facilitating formal agreement across museums, archives, audio-visual archives and libraries on how to cooperate in the delivery and sustainability of a joint portal. It also provides a legal framework for use by EU funded projects to bring their research or content into the *Europeana*.

Its current Board of Participants is made up of pan-European Associations from the 4 sectors able to represent and mobilize their members to contribute and form part of EU funded projects aimed at realizing a European Digital Library. These are EURBICA, FIAT, ACE, EMF, ICOM Europe, CENL, CERL, LIBER, MICHAEL, the *Koninklijke Bibliotheek*, INA, the *Bundesarchiv* and the *Bibliothèque nationale de France*. The Board of Participants has elected an Executive Committee which is responsible

for making decisions on behalf of the Board of Participants and for the legal and financial running of the Foundation.

Staff involved

Jill Cousins is the Executive Director of EDL Foundation and the Programme Director for The European Library and Europeana. She was responsible for creating the operational service The European Library. Its success has led to the European Union giving their strategic backing to The European Library for the creation of the European Digital Library. She has a strong web publishing background, having worked for VNU as their European Business Development Director and then in scholarly publishing, working for Blackwell Publishing and several other academic publishers in the UK. Prior to a publishing career, she worked in the online environment for many years, first as a researcher with her own company specialising in providing business information to large corporate companies. The company still exists 20 years later, owned by Thomson Financial and known as Thomson First Contact. After selling this company Jill worked as the Marketing and Event Director for Online Information. Jill holds a Ph.D in Arabic and Turkish Sea-charts of the 16th century.

Catherine Lupovici has many years of experience in digital libraries, being Director of the Digital Library Department at the Bibliothèque nationale de France (Bnf) prior to joining Europeana Net Office. Catherine was involved in the development of the Web archiving new services in the Bnf, in the development of the trusted digital repository and in the contribution of BnF to the definition of what a European Digital Library might be through the French Europeana maquette and prototype as well as in the Gallica online digital library. After her masters in librarianship Catherine became Director of the Académie nationale de Médecine Library for five years. She was then in charge of the organisation of the French Academic libraries cooperative network including the cooperative acquisition policies and union catalogues in the Ministry of Education Library office. She worked after in Jouve SA French printed company involved in data capture and electronic publishing where she led several European Research and Development projects bringing together libraries, publishers and research laboratories specialised in information technologies.

Olaf D. Janssen is a project & account manager for The European Library (TEL), the collaborative platform and joint webservice of the 48 national libraries of Europe. In 2004 he was asked to coordinate the technical & editorial development of the project. His previous position was at the Koninklijke Bibliotheek, the Royal Library of The Netherlands, where he was editor in chief for Gabriel, the precursor of TEL. He has been involved in a number of EU-funded projects to expand and improve The European Library. TEL-ME-MOR (2005-2007) brought the bibliographic catalogues and digital collections of the 10 New Member States of the EU into TEL. EDLproject (2006-2008) integrated the national libraries of 9 more EU and EFTA Member States and was a first step in the creation of Europeana, the digital library, museum and archive of Europe. Currently he is a project manager for two European projects. TELplus (2007-2009) will add 22 million pages of multi-lingual full-text to TEL and will address usability & semantic interoperability issues. Additionally, the national collections of Bulgaria and Romania will be integrated into TEL. FUMAGABA (2008-2009) is a project funded by the Swiss Development Agency to include the national library holdings of 10 eastern European countries.

BE 09: EREMO srl.

Eremo is an Italian SME specialised in project management in the Cultural Heritage sector at the national, European and international level. Eremo works with the coordinator to provide the scientific management and is responsible for dissemination. The company has provided management and or dissemination inputs to a number of projects supporting The European Library and the European Digital Library including TEL-ME-MOR, EDLproject, EDLnet [Europeana], TELplus, EFG [European Film Gateway] and EuropeanaConnect. Eremo staff and associates have extensive experience in project management and dissemination in a European cultural context.

In EuropeanaTravel Eremo will be responsible for dissemination work package and will offer its help and services to the co-ordinator in scientific management of the project.

Staff involved

Monika Segbert provides advice and management expertise to multi-national projects in the cultural sector. Her collaboration with CENL - Conference of European National Librarians - has led to the EU funded project (TEL-ME-MOR The European Library – Modular Extension for Mediating Online Resources) to integrate the national libraries of the New Member States into a pan-European digital library and several recent projects including, EDL project, EDLnet [Europeana], EFG [European Film Gateway] and TELplus. She currently also works with the eIFL.net Foundation to manage a multi-country consortium of library consortia in 50 countries in order to harness their buying power for affordable access to electronic journals; with a TEMPUS project creating digital learning resource centres in university libraries of Armenia, Georgia and Uzbekistan, and with a project funded by the Andrew W. Mellon Foundation to create a strategic plan for the Mongolian National Library. In the past she led several library automation and retroconversion projects with Russian Libraries funded by the Mellon Foundation and the European Union and worked closely with the EU Digital Cultural Heritage Programme, the World Bank Global Knowledge Partnership, the British Council and the Goethe Institute.

Monika Segbert is the director of Eremo srl and a Member of the Management Board of eIFL.net; she has an international reputation as effective project manager in the cultural heritage sector. Monika has been awarded an MBE by HM Queen Elizabeth II and an hon. FLA by the UK Library Association, and is a founding and board member of vivo international www.vivo.org

David Fuegi MA (Cantab.), MCLIP, studied Modern and Mediaeval Languages at Cambridge University. He was an Open Scholar at Gonville and Caius College. He became a Chartered Librarian in 1970 and held management appointments in various large public libraries including Essex County Council, one of the largest library authorities in the world. As a field manager he was responsible for 30 libraries and 125 staff. Subsequently he joined the senior management team with responsibility for Special Services.

In 1983 he joined the Civil Service at senior level in the Office of Arts and Libraries [part of the UK Cabinet Office responsible for public libraries and the British Library] as a principal Library Adviser to the minister. On leaving government service in 1986 he worked with DG13 of the European Commission on the policy analysis and preparatory studies for the EU's first Libraries Programme which was a forerunner to libraries involvement in subsequent Framework Programmes.

In 1987 he returned to Essex County Council [Libraries] where he held senior management positions including that of Bibliographical Resources Manager where he was responsible for revenue budgets of €10 million and income budgets in excess of €5m. He was also responsible for the Library's involvement in projects funded by the European Commission. On behalf of ECC he coordinated the Public Libraries Development Programme (PLDP), a project supported by the EU and the Open Society Regional Libraries Programme (1995-7) to develop model public library services in Cluj (Romania) and Pest (Hungary). David was also involved with the follow-up projects funded by the European Commission to work with public libraries in Central and Eastern Europe including the PubliCA C&EE extension (FP4), the PULMAN project (FP5) and the CALIMERA project (FP6).

For Essex Libraries he was the first coordinator of the ISTAR project which ran 1996-2000 and was funded under the Regional Information Society Initiatives (RISI2) programme of DGV/DGXVI with partners in Germany, Greece and the United Kingdom. ISTAR piloted new public library services delivered through ICT.

Since 1997 he has worked full-time as an independent consultant and researcher mainly creating and managing large international projects for libraries with funding from European Union programmes. He was co-founder of MDR Partners in 2000, leaving the partnership in 2008. Since 2004 he has worked closely with Eremo srl, mainly in relation to national libraries and the European Digital Library.

In the IST programme he was project manager for the CULTIVATE-CEE project and wrote and managed CULTIVATE-RUSSIA in the pan-European CULTIVATE network. On behalf of Eremo s.r.l. he wrote

and managed the TEL-ME-MOR and EDL projects and wrote and is involved in the management of the TELplus and EDLnet [Europeana] and EFG [European Film Gateway] projects which are central to the European Commission's i2010 digital libraries policy strand.

He worked on the capacity-building element of the Russian State Library Tacis Project and worked in the same role on the successor project with the Russian State Library funded by the Mellon Foundation. He created and managed the €3 million LEARNEAST project in partnership with major East Anglian library services and funded by the EQUAL programme which aimed to demonstrate public libraries impact in the fields of learning and employment.

He has a longstanding interest in library statistics and performance indicators nationally and internationally. Within the EU research framework he was joint author of "Library Performance Indicators and Library Management Tools" [1995] and "A Study of Library Economics of Central and Eastern Europe" [1998] both published in Luxembourg by the Office for Official Publications of the European Communities resulting from projects under the European Commission DG XIII Telematics Applications (Libraries) Programme. From 1997-2004 he contributed to the LIBECON series of projects for CIPFA, funded by the European Commission collecting data on libraries in every European country. He is working on the NUMERIC study to develop and test a framework for collecting and analysing data relating to digitisation activities of materials held by libraries, archives and museums in the EU.

In the UK he was the founder manager of the Public Library Benchmarking Club for the Chartered Institute of Public Finance and Accountancy. He chaired the Committee on Public Library Statistics of the Statistical Information Service [SIS] for 15 years and was instrumental in establishing the successful PLUS service. He was a member of the BSI committee advising on revisions to ISO 2789 and ISO11620. In 1998 he was involved in the methodology for the introduction of national Public Library Plans, and subsequently in their evaluation. In 2000 he drafted the template for the DCMS Public Library Standards [published in 2001].

Since late 2006 he has been working with Monika Segbert to assist the Latvian and Lithuanian grantees to develop their impact assessment activities with the Bill and Melinda Gates Foundation. He is also working with the eIFL network to develop its impact assessment activities.

In 2000 he was rapporteur for the internal priorities review conducted by EBLIDA, the European Bureau of Library, Information and Documentation Associations. In 2001 he conducted mapping and policy analysis for Resource in the context of establishing a Regional Learning Support Unit in the Eastern Region. With CERLIM, he was contracted to draft the Digital Guideline on performance indicators for the Pulman and CALIMERA projects. In 2004 he conducted an organisational review of the eIFL organisation which is supported by the Open Society Institute. He has also been involved in other work involving organisational review and impact assessment.

BE 10: UNIVERSITY COLLEGE LONDON LIBRARY SERVICES (UCL)

The university is London's research and teaching powerhouse, with an impressive track record of achievement in addressing the world's problems through the application of its expertise, spanning the sciences, arts, humanities, social sciences and biomedicine.

UCL Library Services is committed to supporting the excellence of teaching, learning, research and clinical practice by providing a high quality, integrated and innovative service. It is housed over 16 sites, contains nearly two million bound volumes and pamphlets, 2410 metres of archives and manuscripts and receives over 9000 current journals. Electronic resources include over 190 databases, and almost 10,000 electronic journals subscriptions and services.

UCL Library Services is a partner in the EU-funded NEEO (Network of European Economists Online) and DART-Europe, which is European partnership, run by UCL with a public portal at <http://www.darr->

europe.eu, which harvests metadata from 34 partners and currently provides access to the full-text of just under 90,000 research theses across Europe.

In *EuropeanaTravel* the UCL Library Services will be leading two work packages – WP1, focused on planning and monitoring digitisation in partner libraries, and WP3, focused on building a closed aggregation service for making content from LIBER partners available to Europeana.

Staff involved

Paul Ayris has been Director of UCL Library Services since 1997. He is also the UCL Copyright Officer. He is a member of the LIBER (Ligue des Bibliothèques Européennes de Recherche), SPARC Europe and DRIVER Boards. He chairs LIBER's Access Division, the OAI Organizing Committee for the Cern Workshops on Scholarly Communication, and chaired the 2006 European Repositories meeting in Glasgow. He also chairs the UK's SHERPA Management Group. He is a member of the JISC's Repositories and Preservation Advisory Group, of the JISC's Journals Working Group, of the SCOUNL/CILIP Health Strategy Group and of the CURL/SCOUNL Joint Scholarly Communications Group. He has a Ph.D. in Ecclesiastical History and publishes on English Reformation Studies.

Martin Moyle is Digital Curation Manager, UCL Library Services, where he has responsibilities for repositories and digital preservation. He is the Project Manager for DART-Europe, which aims to build a European model for open access to research e-theses. He also manages SHERPA-LEAP (the London Eprints Access Project), which has created cross-searchable institutional repositories at 13 University of London Institutions. Additionally, he manages the RIOJA (Repository Interface for Overlaid Journal Archives) project, funded by the UK's Joint Information Systems Committee (JISC), which is researching the sustainability of a repository-overlay journal model in support of the scholarly astrophysics community, and creating tools to support overlay publishing; and EMBRACE, also JISC-funded, which is exploring aspects of digital strategy in higher education; and a new project to implement an institution-wide Data Audit at UCL. Before taking up his current role, he led the UCL Library Services Science Team.

Lesley Pitman has been Librarian and Director of Information Services at the UCL School of Slavonic and East European Studies Library since 1998, and is currently chair of the UCL Library Services Digitisation Steering Group. She is UCL lead in the JISC-funded digitisation project "19th Century Pamphlets Online" which is digitising a million pages of content from seven UK university libraries. Her extensive experience of externally funded project work includes involvement in projects funded by Ukena and the EU on national and international video-conferencing in support of teaching and learning, and in a succession of projects on collaborative collection management funded by the Research Support Libraries Programme, CURL (now RLUK) and the Research Information Network. She is chair of the Council for Slavonic and East European Library and Information Services (COSEELIS) which represents UK libraries with collections on Russian and East European studies.

BE 11: NATIONAL LIBRARY OF WALES (NLW)

The National Library of Wales (*Llyfrgell Genedlaethol Cymru*) was established by Royal Charter in 1907, aims 'to collect, preserve and give access to all kinds and forms of recorded knowledge, especially relating to Wales and the Welsh and other Celtic peoples, for the benefit of the public, including those engaged in research and learning'. It is a Welsh Assembly Government Sponsored Body and is one of the six UK legal deposit libraries. It is also a registered charity. The Library holds the national collection of books, newspapers, journals, manuscripts, archives, maps, image materials, and is also the home of the National Screen and Sound Archive of Wales. It provides access to its collections through its reading rooms and increasingly on-line, see <http://www.llgc.org.uk/>

In *EuropeanaTravel* the library will participate as a content provider.

Staff involved

Gwyn Jenkins is the Director of Collection Services at the National Library of Wales. He is responsible for the acquisition, conservation and storage, cataloguing and digitisation of the Library's collections. He has chaired several project boards, including the Library's £1.1m project to acquire a new Information Management System (2004-09), the HLF-funded Archives Network Wales project (completed in 2007), and the £1m+ Welsh Journals On-line project (2007-09). He is also chair of the Culturenet Cymru Board (2006- to date).

Lyn Léwis Dafis is a librarian who has worked at the National Library of Wales for 20 years. After a period as a curator of photographs he has since 2000 worked on the Library's digitisation programme. As Metadata manager, and later as Head of the digitisation and metadata unit, he has been specifically responsible for developing and implementing policies and practice relating to the metadata aspects of the digitisation programme.

Scott Waby is the head of the Digitisation Unit within the Digital Developments section at the National Library of Wales. Originally a commercial photographer, he joined the National Library to work on the fledgling digitisation programme in 1999. Over the past nine years, he has helped develop digitisation in the library, and is particularly interested in the mass digitisation and encoding of text. He also has specialist knowledge in the digitisation of fragile manuscripts and photographic collections.

BE 12: LUND UNIVERSITY LIBRARY (LUB)

The library was established in the same year as the Lund University, 1666. Today it is part of a network of about 30 libraries serving about 40,000 students and researchers at the Lund University as well as other Swedish highschoools and foreign visitors.

Lund University Library is one of three great research libraries in Sweden and its printed collections comprise more than 100,000 metres and cover all subject areas. You will find here 3,000 metres of manuscripts and personal archives spanning over 2,000 years.

Since 1698 Lund University Library receives one copy of all printed documents in Sweden – newspapers, journals, books, pamphlets etc., and has together with Kungl. Biblioteket - National Library of Sweden, the responsibility for saving it all for the future.

Lund University Library holds different types of special collections, among them private libraries from the 17th century and on as well as a rich collection of foreign research literature. It also has the special task being responsible for preservation of the Cultural Heritage Collections.

Lund University Library has a very advanced studio for digitisation of manuscripts and printed matter as well as photograph-plates of glass. Library's former Development and Research Department, NetLab, was engaged in several externally financed projects, among others EU projects such as Desire, EULER and Renardus. The library is always represented in at least one of the Standing Committees of IFLA, at the moment IFLA Rare Books and Manuscripts Section.

In *EuropeanaTravel* the library will participate as a content provider.

Staff involved

Björn Dal has a doctor degree in History of Books. He is the Head of Cultural Heritage Collections at Lund University Library. Member of IFLA standard committee Rare Books and Manuscripts Section. Bibliographer, specialist in Natural History Books and old printing techniques. 66 published papers and Books since 1971.

Michael Lindgren holds a Master degree in Library and Information Science. He has extensive experience in studies in Art History, Archaeology, Classical Greek and Museology, design and editing of

webpages. Employed at Lund University Library with special emphasis on cataloguing and editing the libraries webpages. Have been working with registration in the local historic photographic collection of the Museum of the town Landskrona.

Gunilla Wiberg is employed at Lund University Library as IT-technician. Studies in Multimedia-technique, project-management etc.

Bengt Melliander is the 1:st photographer at Lund University Library, specialist in digital techniques.

BE 13: NATIONAL LIBRARY OF THE NETHERLANDS (KB)

The library was founded in 1798 and named *Koninklijke Bibliotheek* in 1806. It was declared the National Library in 1982. The main mission of the National Library of the Netherlands is to preserve and to give access to the national printed and written heritage. As a depository library the KB collects and preserves all publications that are issued by officially registered Dutch publishers, and in addition a good deal of Dutch grey literature. As a scholarly library the KB serves the academic community and individual scholars. The KB carries out special tasks relating to the national information infrastructure, library cooperation, library research and the application of technology in information systems.”

In *EuropeanaTravel* the library will participate as a content provider.

Staff involved

Expert: Kees Thomassen (*1950) has been curator of Western manuscripts at the National Library of the Netherlands for more than twenty years. His main field of expertise is the *Album Amicorum*, or 'book of friendship, the material to be digitised in this project.

Project manager: has not yet been assigned to this project. The KB has a pool of project managers, all of which with experience in managing projects funded by third parties, many of them with experience in European projects. The project will be carried out according to the Prince2 standard, in which all KB project managers are trained and certified.

Photographers: Items from the special collections will be digitized by our own professional staff. The KB has its own photographic department, fitted out with specialist equipment to guarantee both the quality of the images and the security of the objects to be scanned.

BE 14: UNIVERSITY LIBRARY OF REGENSBURG (UREG)

The University of Regensburg (*Universität Regensburg*) is well known for its e-infrastructure and library services. The department involved in this project is the university library.

University Library of Regensburg plays a significant and highly acknowledged role in the landscape of digital libraries in Germany with the establishment, maintenance and further development of the Electronic Journal Library (EZB), the world's largest reference repository of scholarly full-text journals (more than 30.000 journal titles). Currently 400 libraries are using the Electronic Journals Library for the management and presentation of its electronic journals.

Apart from this the library is part of a consortium of libraries running the Bavarian Library Online (BLO). BLO is a portal that combines and thus facilitates the use of various electronic offers concerning Bavarian culture and history. The library is experienced in digitisation of special material, e.g historic maps and audiotapes.

UREG was also a partner in the project DoD – Digitisation on Demand funded by eTEN. In *EuropeanaTravel* the library will participate as a content provider.

Staff involved

Helge Knüttel, PhD, is Head of the Medical Branch Library and Head of the Digitisation Department at University of Regensburg Library. He earned a master's degree in biology (Dipl.Biol.) and in library and information science (M.A. (LIS)). He is a metadata specialist and wrote his 2004 master thesis on metadata for digitisation. He was involved in several third-party funded IT and digitisation projects at University of Regensburg, e.g. EU-funded project Digitisation on Demand (DoD) 2006–2008.

Albert Schröder, PhD, is Deputy Director of University of Regensburg Library, Head of Chemistry and Pharmacy Branch Library, and Head of Technical Department. He earned a master's degree in chemistry. He has managed since 1995 several national and international projects at University Library of Regensburg, e.g. Bayerische Landesbibliothek Online (BLO) a portal concerning the Bavarian culture and history, Digitisation of a portrait collection of the Princes of Thurn and Taxis, and the EU-funded project Digitisation on Demand (DoD) 2006–2008.

BE 15: MORAVIAN LIBRARY IN BRNO (MZK)

The Moravian Library in Brno (*Moravská zemská knihovna v Brně*) is a regional research library for the region of Southern Moravia, founded in 1808. With its 3.7 million volumes it is the second largest public library in the Czech Republic. It has a legal deposit library status since 1935. MZK specializes in social sciences, medicine and technical literature. It also has valuable historical collections including 384 incunabula, about 800 manuscripts and 60,000 old prints as well as a unique 18th century map collection.

The annual acquisition is over 40,000 volumes. The library staff of 159 is serving 28,500 registered users (about 60% of them students) that make some 2,700 visitors per day lending almost 500,000 items per year. Moravian Library's R&D activities are centred on historical collections, digital libraries (with focus on old maps and georeferencing) and web archiving. MZK is also participating in FP7 Living Web Archives (LIWA) project and is currently supporting development of an open source map publishing toolset (<http://www.OldMapsOnline.org>). Moravian Library is one of "local content providers" selected for the EuropeanaLocal project.

In EuropeanaTravel the Moravian Library will participate as a content provider.

Staff involved

Ing. **Petr Žabička** works as a deputy director responsible for strategic planning and development and is currently heading library processing division of the Moravian library in Brno, Czech Republic. He is also heading the Moravian Library's research team working on a 7-year research project aimed at historical collections and digital libraries. His main research interests are technologies related to digital libraries, digitization and Web archiving. He is a member of several advisory groups related to IT development strategy for Czech libraries.

BE 16: UNIVERSITY OF INNSBRUCK (UIBK)

The University and Regional Library of Tyrol located at the University of Innsbruck (*Universität Innsbruck*) is the largest library in western Austria and among the 4 big libraries in Austria. It hosts a collection of more than 3,5 million items and is the official regional library of Tyrol. More than 150 people (130 FTE) are employed.

The concerned department has already acted as lead partner and co-ordinator of various transnational projects on European level: FP5 IST project BOOKS2U! (2001-2003), FP5 IST project Metadata Engine (2000-2003), eContentplus project reUSE (2004-2006), eTEN project DoD (2006-2008). It runs one of the largest digital libraries in Austria named „Austrian literature online“, with more than 10,000 digitised and digital-born documents. The department has a long experience in mass-digitisation of books and journals as well as in software development. Currently 10 FTE are working in the department.

In *EuropeanaTravel* the library will participate as a content provider.

Staff involved

Günter Mühlberger, PhD, is the Head of the Department for Digitisation and Digital Preservation at the University and Regional Library of Tyrol. Having completed a curriculum in German literature and worked as a lecturer and researcher in the Department for German Literature at the University of Innsbruck, Günter Mühlberger has managed since 1998 several national and international projects. He has co-ordinated the following EU-funded initiatives: METADATA ENGINE (2000-2003), BOOKS2U (2001-2003), reUSE (2004-2006) and DoD (2006-2008). He was also responsible for digitisation of the University of Innsbruck Library card catalogue and of the newspaper clippings collection in *Innsbrucker Zeitungsarchiv*.

Silvia Gstrein, is the project manager of the EOD network within the Dep. for Digitisation and Digital Preservation (<http://books2ebooks.eu>). She has managed several national and international IT-related projects in the area of e-learning and digitisation.

BE 17: UNIVERSITY AND NATIONAL LIBRARY OF DEBRECEN (DE)

The University of Debrecen (*Debreceni Egyetem*) came into being in its present integrated form in 2000, although the history of its faculties goes back to the 16th century. The University has a student body of 26,000, out of which 16,000 are full-time students. More than 1700 instructors teach at the University, making it one of the largest higher education institutions in Hungary. Its 13 faculties, 2 independent institutions, and 20 doctoral schools undoubtedly offer the widest choice of majors and other forms of training.

The University and National Library of the University of Debrecen is a public library incorporating seven scientific libraries governed by a single administrative unit since 2001. Its predecessor was opened to the public in 1918 with a collection of 10 000 documents. Presently it is the second largest library of Hungary with its holdings of 6 million items. The Library has been a deposit library since 1952. It possesses a rich collection of Hungarian publications printed before 1952 and a special collection of rare books and early prints. The National Collection covers all areas of sciences with a special emphasis on the areas represented in the educational profile of the University.

Two new library buildings built in the last five years (Social Science Library, 2002; Life Science Library, 2006) and the re-construction of the Arts and Sciences Library (2007) demonstrate the dynamic development of the institution.

UNL maintains the database of the National Document Supply Service with the shared online catalog and manages the interlibrary loan transactions of the participating libraries.

The Library lays special emphasis on its electronic services. Its website (<http://www.lib.unideb.hu>) offers a wide range of electronic resources, both bibliographic databases and full-text documents (books and e-journals). UNL maintains services for recording and archiving the University's intellectual property. The University Bibliography (1990-) is a central registry of the scientific output of researchers, and the University of Debrecen Electronic Archive (DEA, 2006) is the University's institutional repository.

In *EuropeanaTravel* the library will participate as a content provider.

Staff involved

Dr. **Márta Virágos** had been the director of the library of the Medical University, Debrecen, Hungary, for almost two decades when in 2000 she was appointed director of the National and University Library of the newly established University of Debrecen. In 1995 she obtained a university doctorate with a qualification of *summa cum laude*, in 1996 she received a PhD in informatics, and in 1998 she

successfully completed an MBA program. She has served on the board of several national and international library associations and she has been involved in organising a number of national and international conferences. She has delivered over twenty professional lectures at domestic conferences, and she has given eleven lectures abroad. She regularly publishes in professional periodicals.

Gyöngyi Karácsny is the Deputy Director of the University and National Library, manages the electronic services of the library, with special emphasis on web services, the university publication database, the institutional repository and end-user training. She is the national contact person for DRIVER and DART-Europe, and she manages the HUNOR (HUNgarian Open Repositories) consortium.

Gabriella Harang is an IT specialist, responsible for the development and maintenance of the Library's institutional repository. She has been responsible for the technical coordination of several projects on digitisation and electronic archiving.

BE 18: TRINITY COLLEGE LIBRARY (TCD)

The Trinity College itself was founded in 1592 and is the sole College of the University of Dublin. It is recognised internationally as Ireland's premier university and is ranked highly in international university league tables. Its alumni include Samuel Beckett, Oscar Wilde, Bram Stoker, Jonathan Swift and Ernest Walton. It has three faculties of Arts, Humanities and Social Sciences; Engineering, Mathematics and Science; and Health Sciences. There are 10,700 undergraduate students and 4,800 postgraduate students enrolled in the university. There are 830 Academic staff, 540 Academic Research staff and 1300 Administrative, Service and Technical staff.

The Library is the largest research library in Ireland and one of the largest libraries in Europe. It holds 4.5 million volumes including 30,000 current serials; significant holdings of maps and printed music with an extensive collection of manuscripts, the most famous being the Book of Kells. These collections have been built up from the end of the sixteenth century and by the privilege since 1801 of receiving all Irish and UK copyright material. The Library is building up its collection of electronic resources and provides access to 30,000 e-journals and nearly 300,000 online books.

In *EuropeanaTravel* TCD will participate as a content provider.

Staff involved

Estelle Gittins is a graduate of the University of Warwick, (BA (Hons), Art History, 1995), St Andrews University, (M.Litt, Art History, 2000), and University College Dublin (H.Dip., Archival Administration, 2003).

She joined Trinity College Library in 2005 initially overseeing the college archives collection dating from 1592 to the present day. Her current role as a manuscript archivist combines tasks involved in the day to day running of the Department of Manuscripts, with out-reach activities such as exhibition organisation, online exhibitions, written publications and teaching.

She has been a member of the Trinity College Archives Committee and the Trinity College Information Compliance Committee, and was involved in drafting reports on Freedom of Information and Data Protection issues for the academic community. She has held the post of Hon. Secretary of the Irish Society for Archives since 2007.

BE 19: STATE AND UNIVERSITY LIBRARY OF LOWER SAXONY (UGOE)

The State and University Library of Lower Saxony at the George August University of Goettingen (*Georg-August-Universität Göttingen*) is one of the largest libraries in Germany and a leader in the development of digital libraries. It plays a key role in the EC-funded DRIVER project that is building the

digital repository infrastructure for Europe. The library is one of the leading centres of research and development on long term preservation.

In the *EuropeanaTravel* project Göttingen will be leading task 5 in the first work package. Its key role is to co-ordinate the work of the *EuropeanaTravel* and DRIVER projects with related initiatives in the KB, and plan a framework for LTP recommendations within LIBER partners. This will have benefits for both projects, in supporting the archiving of complex digital objects in DRIVER repositories and in aligning this objective with an existing EU-Project (PARSE-INSIGHT), in which the KB is also participating.

Staff involved

Dr. Norbert Lossau is Director of the State and University Library, and Scientific and Technical Director of the DRIVER project. Previously he was Library Director and Chief Information Officer (CIO) Scholarly Information at Bielefeld University. He has also served as the first Head of the Oxford Digital Library, University of Oxford, UK and was founding director of the Digitisation Centre at Göttingen State and University Library. As Director in Bielefeld, Lossau has been the principal organiser of the International Bielefeld Conferences, a biannual strategic forum for academic librarians in Europe. His areas of activity include advanced digital services development, new paradigms in scientific publishing and communication, university strategies for scientific information, eScience and international collaboration. He is member of various national and international steering committees and advisory boards.

Dr. Dale Peters is Scientific Technical Manager of the DRIVER project, based at the University Library Göttingen, and directly responsible for the collaboration between PEER and DRIVER. Previously Dale Peters provided leadership to DISA: Digital Innovation South Africa, in the collaborative development of digital library services across multiple remote institutions through a central digital library infrastructure. She is a consultant for UNESCO, the International Federation of Library Associations (IFLA), and the Library of Congress, participating in regional and international initiatives aimed at the development of digital repositories in support of emerging paradigms of electronic scholarship.

Dr. Birgit Schmidt has a background as a mathematician and is an expert on Open Access business models. She has worked on long term archiving of digital objects, economic issues of internet-based publishing and currently works for DRIVER and a national OA project.

11.2. Background and reference documents

We include here more information on the content to be supplied so as to supplement the rather dry formal descriptions in chapter 4. This appendix provides more information on relevance of and demand for the material selected for digitisation as well as on how users will gain access to digitised collections outside Europeana.

01 NATIONAL LIBRARY OF ESTONIA

Collections to be digitised

Making a tour to the past of Estonia is a rich and interesting collection of postcards from the past. It will be linked to the digital photo and town map collection of the National Library of Estonia.

The size of the collection is 16 000 images (8 000 photos in b&w, grey, and colour, size 9 x 14 cm).

Relevance of the collections

The photographs represent a record of the life and progress of Estonia. They are valuable material documenting the planning, development, building and maintenance of old cities, giving the overview of architecture of old buildings, streets, factories, roads, bridges and social activities.

Right now they are archived as a half-closed collection, not described in any database, with no metadata at all. The digitisation provides access to digital copies of these valuable items, gives opportunity to enrich the collection with descriptions and enhances the conservation of the collections by reducing handling of old fragile materials.

Exploitation outside Europeana

All digitised postcards will be bibliographically described in the e-catalogue of Estonian research, academic and central libraries ESTER. The bibliographic data from that system will be used also as a metadata for the digital objects to be created as a result of *EuropeanaTravel*.

The digital objects themselves will be made available as one of several collections in the national digital archive DIGAR. In 2008 the number of page requests to the digital archive was about 900 000.

02 NATIONAL LIBRARY OF FINLAND

Collections to be digitised

First travel tales from Finland reflects life in Finland when it was administratively part of Sweden, covering the time period from the 17th century until the 19th century.

The books in the collection are either published by Finns or the focus of the material is Finland and especially Lappland. They have been mainly been published in various European languages: in Swedish, Latin, French, German and English. The books have various picture and map attachments.

There are many books on expeditions, travel journals and descriptions on Finland and its people written by foreigners. The collection includes e.g. the travel journals from North America in several multilingual copies by Pehr Kalm, the history of Lappland and its inhabitants by Johannes Schefferus, and research material from Pierre Louis Maupertuis' researches in Northern Finland. There are also earliest Finnish geography learning books in the collection.

Relevance of the collections

The books that will be available in *EuropeanaTravel* have various picture and map attachments. They have been partly written in contemporary European languages and are thus interesting also for the general public. The users of the digitised travel tales will mostly be researchers, students and the general public.

The travel tales from 17th to 19th century have been published during the so called Swedish era, the Swedish rule in Finland that lasted until 1809. The written cultural heritage from the Swedish era belongs to our oldest literature and reflects the birth of the Finnish identity and for instance the cartographic image and the travelling scene and way of life in Finland. The Swedish era and its material have been chosen as one of the entities in the Digitisation Programme for the Libraries. The Programme has been coordinated by the National Library of Finland / National Digitisation Centre.

Exploitation outside Europeana

The digitised works will be available via the Digitised Collections of The National Library of Finland. The Library is later bringing online other material related to travel and tourism, namely books from the 19th century. The material to be handled in *EuropeanaTravel*, the earlier works of the geographic collection until 1810, completes the Library's digitised collection and forms a larger entity of travel books.

According to the statistics the digitised materials of the National Library of Finland are frequently used. The number of page requests to the current digital collections, in total size of approximately one million pages, was about 4.75 million in 2008.

03 NATIONAL LIBRARY OF LATVIA

Collections to be digitised

Border Crossing throughout Centuries is a collection aiming to support the new Europeana portal and theme "Travelling and Tourism". The main part of collection will be cartographic material as well as textual descriptions, what will help to catch taste of travelling and travellers experienced feelings in Latvia.

The Cartographic Collection of the National Library of Latvia was formed after the establishment of the Library in 1919. In the ninety years since then a considerable number of ancient and recent maps reflecting Latvia has accumulated. Maps will cover cartographic material from 16th century when first maps of sailor has been drawn down to the beginning of 21st century, including time of the Soviet Union. Special software developed for the maps collection will allow everybody to follow changes of Latvia outline through out centuries and compare it with Latvia outline of today. The complicated course of its history and its geographical location at the crossroads of European powers explain why the outline of Latvia can be found in ancient maps depicting Scandinavia, Germany, Poland, Prussia and Lithuania, as well as Russia. Changes of Latvia outline displays both Latvia and Europe historical turns. Latvia is like a mediator between Eastern- and Western-Europe; its roads make a peculiar bridge and spins Europe. A change of direction of main roads compared to the permanent roads lines reflects changes of traveller's interest about particular country, city or place. Traveller's descriptions coming from several countries in various languages explore Latvia through out centuries and make more attractive and accessible cartographically accessible information.

Relevance of the collections

The selected collections were chosen by several principles.

The chosen travel books, guides and travel descriptions are exciting reading material containing abundant social-politic and cultural/historical information about places in Latvia, local customs, traditions, languages, events, etc. As such they are of interest and of help to general public, students and researchers, in particular to linguists, researchers of local history and museums.

The digitised maps will allow to analyse development of roads, logistic and transit of goods in Europe and in Latvia particularly, as well as to take a look on development of principles for tourism mapping and change of trends through centuries.

Selected books and maps will be digitised, thus prevention of loss of data information will be ensured and the information source will be much easier accessible for much bigger amount of visitors than it is possible currently. New features for digitised information resources will be added by vectorisation of old maps. We will try to make new product with use of geographic information reference system for search of places and names in old maps and books, travel guides (new tools and programs should be designed for that. This will be a pilot Project /experiment to find out new ways for use of travel descriptions & maps in one information package, thus we aren't sure yet about features of outcome product at the end.

Exploitation outside Europeana

The digitised collections will be made available via several national and local information services. Access will be provided by the Latvian National Digital Library maintained by the National Library of Latvia as well as by the network of various Latvian libraries.

Very likely digitised information will be also included in a privately owned digital encyclopaedia *Letonika* (www.letonika.lv) and exploited by the Association of Latvian Castle and Manor Owners in their portal www.pilis.lv.

Another information resource interested in exploitation of this material is a travel portal www.celotajs.lv, maintained by the Association of Country Travelling.

04 NATIONAL LIBRARY OF POLAND

Collections to be digitised

The National Library of Poland will digitise several items both from its special as well as from general collection pertaining to travelling in Poland and by Poles.

One of the treasures of the National Library is the collection of early printed books ranging from incunabula and 16th century books to 18th century publications. The collection holds the oldest integral book in Polish, "Żywot Wszechmocnego Syna Bożego Pana Jezusa Krysta" [*The Life of God's Omnipotent Son, Jesus Christ the Lord*] by Baltazar Opeć, and houses unique editions of Polish Renaissance writers: Jan Kochanowski, Mikołaj Rej, Andrzej Frycz Modrzewski and others. Some travel diaries to be digitised will be chosen particularly from this collection. In addition numerous tourist guides and albums from later period will be made available to the public.

The iconographic collections of the library are divided into several categories. First of all the original graphics and drawings of both Polish artists (Jan Ziarnko, Jan Chryzostom Proszowski, Zygmunt Vogel, Jan Paweł Norblin, Aleksander Orłowski, Cyprian Kamil Norwid, Artur Grottger, Józef Chełmoński, Jan Matejko, Stanisław Wyspiański and others) and foreign artists working in Poland (Francesco Bartolomeo Rastrelli and Vincenzo Brenna). The Library's photographic collection is important in terms of both its artistic and documentary value. It consists of individual daguerreotypes, ferrotypes and talbotypes as well as complete collections. Also of immense value are the extensive holdings of albums, postcards (in particular those featuring the borderlands) and the ex libris collection. There are plans to digitise about 18 000 photographs, postcards and drawings from those collections related to travelling, depicting landscapes and tourist attractions of Poland.

Exploitation outside Europeana

The digitised material will be made available on the Polish National Digital Library *Polona*.

05 AUSTRIAN NATIONAL LIBRARY

Collections to be digitised

Photographic collection. The Picture Archives of the Austrian National Library hold as part of their valuable special collections unique photographic series on travel, expeditions and ethnography, which date from the second half of the 19th century and the 20th century.

The rapid development in technology and art of photography in the second half of the 19th century goes along with a wide spread fascination in other countries and their cultures. In the decades following the invention of photography in 1839, professional photographic companies appeared in the major cities of Western Europe, as well as in more remote travel destinations such as Greece, Egypt, in India, in parts of Asia, and in the Middle East. Scientific expeditions were accompanied by professional photographers and during the 20th century amateurs and professionals produced documentary photographs of historical sites, architecture, monuments of the past, daily life, ethnography, social and natural history.

The selected travel collections and the European ethnographic collections of the Austrian National Library give a representative overview of treasures of 19th century photography, including the first documented expeditions to the North Pole by Julius Payer and Carl Weyprecht in 1872–1874, the first documentary photographs on alpine landscapes and regions in Austria and early scientific and amateur travel photography.

The 20th century collections include the complete collections of professional photographers like Lothar Rübelt, Harry Weber and Joe Heydecker from the Second World War until 1980 and the collections of the United States Information Services in Austria (1945–1955), which documented the fundamental economic and social changes in rural life in the post-war period.

Journals. In the 19th and beginning of 20th century modern mass transportation (trains) as well as individual traffic (cars) developed into modern means of travel. They reduced the time to travel from one location in Europe to another and were a prerequisite for the development of modern tourism.

The Austrian National Library will digitise around 150 000 pages of journals from the 19th and early 20th century.

Audio Material. Shellacs, as the first sound documents produced in large scale, hold amongst other things national songs which are part of the national identity. They were made for the entertainment of tourists as well as for promotion of tourism abroad – just like the “national singers”, who travelled all over the world. The Austrian National Library’s Archives of the Austrian Folk Music Society hold a small number of shellacs, which are good examples of this. We will digitise around 200 individual titles from 100 shellacs.

Relevance of the collections

Photographs of the 19th and 20th century are unique historical sources which provide intuitive insights into cultures, habits as well as landscapes that have been radically altered by development and modernization.

The journals from the 19th and early 20th century document the evolution of mass and individual traffic as well as the development of tourism.

The digitised shellacs will serve as documents of the relevance of the Austrian national songs for the development of both ethnography and tourism.

06 SLOVAK NATIONAL LIBRARY

Collections to be digitised

Geographic photographs. The collection contains images of various places – towns, landscapes, mountains buildings from 19th and 20th century. Mostly covers the territory of Slovakia (or Austro-Hungarian Empire), contains also images from places all over the world.

Historical views. This collection contains images (painted, engraved etc.) providing historical views of various places. The images are taken from old books, or they exist as single documents.

Travelogues. The collection contains historical recollections of travellers from app. 16th to 20th century in Latin, German, Hungarian, Slovak, describing places and life there. Mostly textual content and images

The maps collection includes contemporary or historical geographic maps, covering mostly the territory of Slovakia, or Czechoslovakia, Austro-Hungarian Empire. Includes also several world maps.

07 NATIONAL AND UNIVERSITY LIBRARY OF SLOVENIA

Collections to be digitised

A collection of historical travel logs, tourist guides and ethnographic descriptions of European countries includes Slovenian authors, travelling through and describing various European countries and cities, as well journals and notes made by foreign travellers. Some of the most interesting parts of the collection are:

The works of Balthazar Hacquet (1739-1815)

Balthazar Hacquet was an Austrian researcher and is widely known for his explorations throughout the Austrian Empire. He is also held to be the one of the first scientists to explore and describe the area of the Julian Alp and the Karst region. His works, written mostly in German, cover a wide range of topic, including geology, mineralogy, botany, chemistry, ethnography and karstology, and give an unprecedented account of the life and science in the late 18th century.

Sigismund Herberstein: *Rerum Moscoviticarum Commentarii* (1556)

Rerum Moscoviticarum Commentarii (Notes on Muscovite Affairs) is an ethnographic, geographic and historical masterpiece and the main source of knowledge on Russia and Eastern Europe for two centuries. Its author, Slovenian born baron Sigismund von Herberstein, was sent to Russia by Holy Roman Emperor Maximilian Ist and later asked to produce a formal report on the subject. As a result, Herberstein produced the first detailed eyewitness ethnography of Russia, encyclopedic in its scope, providing an extensive and accurate (very accurate for the time) view of trade, religion, customs, politics, history, even a theory of Russian political culture. His knowledge of Slovenian language made it possible for him to communicate freely, question various people on a wide range of topics and also to study various written publications, which provided him with information on Russian culture completely unavailable at the time in Europe. As V. L. Janin justly put it: Herberstein »was a predecessor and a forerunner of modern thinkers of a unified Europe, composed of countries with equal rights, regardless of their distance, geography and size«.

Janez Vajkard Valvasor`s *The Glory of the Duchy of Carniol* (1689)

Janez Vajkard Valvasor (also Johann Weichard Valvasor) a well respected natural historian, a Carniolan nobleman, commander in the Austrian army, historian, polymath and a member of the Royal Geographical Society, wrote his *The Glory of the Duchy of Carniola* (German: *Die Ehre deß Hertzogthums Crain,*) in 1689. The work written in German was published in 15 thick volumes with lavish illustrations and copperplate engravings, a presentation of Carniola in words and pictures. The Glory of the Duchy of Carniol represents the most important work on the natural history of his homeland Carniola, a central part of the present-day Slovenia. The work is a presentation of Slovenian customs and folklore, as well as history and topographic characteristics of the region.

Historical maps of Slovenian territory, dating from 17th to 19th century is a rich collection of cartographic material. It is extremely important in terms of national identity, cultural heritage and gives a valuable account of the development of Slovenian historical, political and cultural territory. The collection includes many renowned and respectable European cartographers and publishers from 17th to 19th century, such as Mercator, Sanson, Bleau, Bordone, Homann and others, as well as various Slovenian mappers (Valvasor, Florjančič, Kozler etc.).

Collection of historical vedutas, dating from 17th to 19th century, and various photographic material. Vedutas are a foundation of historical and ethnographical research of the very beginnings and the development of settlements and cities. They give a detailed and accurate depiction of cityscapes and urban life throughout the centuries. The collection includes many famous *vedutisti*, such as Valvasor, Vischer, Kaiser, Kunike, Runk etc. Digitisation will also include a wide collection of various photographic material, dating as far back as the end of 19th century.

Relevance of the collections

Amongst the material the NUK plans to digitise in the course of the project are some of the most important and renowned geographical and ethnographical works by Slovene and foreign authors. They bring the first scientific descriptions of the Middle European area, accompanied with sketches and illustrations of everyday life, which make the material interesting not only for the expert researchers and academic users, but for the general public as well. The availability of digital copies on the Europeana and the Digital Library of Slovenia portals is thus expected to greatly benefit the knowledge of European both cultural and natural histories, and will also make possible the establishment of better conditions for the future preservation of the original works (which are a fairly popular reference material for various researchers).

In addition to the preservation of this priceless cultural and historical heritage, digitisation will make possible a much broader insight into the vivid and turbulent history of a region, where peoples and nations have co-existed for centuries.

Exploitation outside Europeana

The digitised collections will be accessible through the Digital Library of Slovenia – dLib.si.

10 UNIVERSITY COLLEGE LONDON

Collections to be digitised

Almost all the material selected from UCL comes from the library of the UCL School of Slavonic and East European Studies (UCL SSEES), an internationally recognised research collection.

Books. The content comprises approximately 160,000 pages from nearly 300 printed books, dating from 1557 to 1860, and providing comprehensive coverage of travel writing relating to Central, Eastern and Southern Europe and Russia throughout that period. The earliest volume, Herberstein's *Rerum Moscoviticarum commentarii*, was published in 1557, but the majority of the material comprises books published between 1700 and 1860. The geographical regions covered are Albania, Austria, the Balkans (also separately Croatia, Bosnia, Dalmatia, Istria and Montenegro), the Baltic countries, Finland, Germany and Bohemia, Greece, Hungary, Poland, Romania (Wallachia and Moldavia), Russia (including Siberia), Central Asia and the Caucasus, Turkey and Ukraine. Two thirds of the collection is written in English, but there are highly significant works in French, German, Hungarian, Italian, Latin, Polish, and Russian. Many volumes have outstanding plates of drawings and folded maps, some even in colour.

Some of the most attractive volumes date from the 17th century. They include works by Edward Brown, such as his *A brief account of some travels in Hungaria, Servia, Bulgaria, Macedonia, Thessaly, Austria, Styria, Carinthia, Carniola, and Friuli* and *An account of several travels through a great part of*

Germany. Both have attractive engravings. Other highlights are *Vermehrte neue Beschreibung der muscowitischen und persischen Reyse* by Adam Olearius (1656), and Alberto Fortis's *Viaggio in Dalmazia*, published in 1774. Other important authors featured in the collection include William Coxe, the Marquis de Custine, August Haxthausen, Alexander von Humboldt, Julian Ursyn Niemcewicz, Peter Simon Pallas, Sergei Pleshcheev, Edmund Spencer and Ferdinand Wrangel.

Archives and Manuscripts. Supplementing the book collection are two volumes of photographs and sketches, bequeathed to SSEES by Arthur John Evans (1851-1941), who became famous for his archaeological excavations of Knossos Palace in Crete in 1899-1907. The album of photographs and sketches of the people and scenes from Transylvania, Wallachia, Bulgaria and Hungary dates from around 1884. The second item is a photograph album of a tour by car of Croatia, Bosnia and Herzegovina taken by Evans in 1932. Two handwritten diaries of his wife Margaret (?1854-1893) detail a journey taken between April and September 1883 with her husband to Greece, Macedonia and Bulgaria. None of these items have been published before.

Maps. Complementary to the book and manuscript collections are 230 historic maps from the SSEES map collection, dating from the 16th to the late 19th century, with the majority from the 18th century. The collection comprises maps published throughout the region and in the West, covering Russia (including the Caucasus and other regions), Central, Eastern and South-Eastern Europe. There is an exceptionally fine range of maps of Bohemia, Hungary and Transylvania, and Poland. The works of the major early cartographers, namely Mercator, Jansson, L'Isle, Moll, Senex, Blaeu, de Vaugondy, Sanson, Wit, Visscher, Homann, Hondius, Seutter and Jaillot., are well represented. One highly important sheet is the Hungary Portfolio, a map by Nicander Phillipinus Fundanus, dated 1595, which is held in the British Library only as a facsimile.

Depending on the final level of funding the first priority would be to digitise the book collection, followed by the maps, and then the Arthur Evans material.

Exploitation outside Europeana

All material digitised will be made available through UCL Digital Collections and linked to other relevant special collections held by UCL. UCL already has extensive experience working with schools in London on the use of special collections to support the School curriculum (its "Outreach to Schools" programme) and travel material will be an ideal vehicle for furthering this work. Plans are also being developed for a scholarly interface to the UCL collections, building on the successful project "East meets West", based at UCL SSEES, which has been working for the last five years on travel writing in Europe since 1600. This work has been funded by the Arts and Humanities Research Council, the Modern Humanities Research Association, the Leverhulme Trust, the British Academy and the British Council (see <http://www.ssees.ucl.ac.uk/eastwest.htm>), and has made UCL SSEES the centre in Britain for academic expertise on travel writing relating to Europe. The proposal is to work with the Director of "East meets West" to develop a new web service providing scholarly context and background material to allow greater exploitation of the material digitised for EuropeanaTravel and integrating it with other material available elsewhere, whether in print or electronically. This would be aimed at the general public and at undergraduate and postgraduate students. Funding bids are currently being written to support a research associate who would collate the resources and write new contextual material, including a table of place names as they have changed over the centuries, an account of the process of travel at different periods, and a survey of the scope and definition of travel writing. Material developed to support schools would also be included.

11 NATIONAL LIBRARY OF WALES

Collections to be digitised

The National Library's *collection of drawing volumes* contains a wide variety of material, from the amateur sketches of wealthy travellers to the field sketchbooks of professional artists.

The collection covers the period from the 18th century to the 20th century but the bulk of the Library's collection dates from the 19th century. Amongst the 18th century volumes the most important are the work of Alexander Cozens (1717-1786) and his son John Robert (1752-1797), P. J. de Louthembourg (1748-1812), Moses Griffith (1749-1819), and Thomas Jones, Pencerrig (1742-1803).

The volumes are mainly filled with landscapes of Wales, many following a particular topographical route. It became fashionable for tourists to illustrate their tours with their own sketches and so the collection contains volumes of such sketches. The works of John Parker (1798-1860) and Edward Pryce Owen (1788-1863) are very good examples of this.

Relevance of the collections

Digitising these volumes will provide users from all over Europe and the world with access to a massive resource illustrating a very important feature of tourism in one particular country. It covers a period in the 18th century when the Grand Tour of Europe was still feasible and fashionable through the French Revolution when British tourists turned to the more picturesque parts of Britain and well into the 20th century.

Providing access to these 30,000 images will be an invaluable resource to those looking to prepare a specific or comparative study of tourism in Wales and beyond.

The National Library's collection of drawing volumes offers also a distinctive reflection of the history of art in Britain.

One of the most valuable and important albums in the collection includes the earliest known examples of drawings by John Robert Cozens, whose work influenced several generations of the most celebrated British landscape painters. The collection also includes the work of William Gillpin, best known as one of the originators of the idea of the *picturesque* and the drawings of German-born artist John Malchair, who is acknowledged to have been one of the most influential teachers of drawing in Britain in the second half of the eighteenth century.

Exploitation outside Europeana

The digitised content will be provided through the National Library of Wales resource discovery tool and the National Library's Digital Mirror (<http://www.llgc.org.uk/index.php?id=122>). The National Library's catalogue is also available through COPAC <http://copac.ac.uk/>.

The consolidated collection of objects will be a valuable resource for art historians, local history and academic researchers, lifelong learners, students, teachers and the media worldwide. The digitised collection will enable users across the world to access material only available to visitors to the National Library of Wales. The new resource will promote Welsh culture and heritage worldwide and facilitate the study of art history in general.

12 LUND UNIVERSITY LIBRARY

Collections to be digitised

Mårten Sjöbeck's collection of landscape photographs from southern Sweden, especially Skåne, in the years 1920-1960. Mårten Sjöbeck (1886-1976), Honorary Doctor of Lund University, land historian and cultural geographer, documented the southern Swedish landscape for 40 years with his camera. The approximately 3,000 photographs (most of them in a format of 10 x 15 cm) are of a very high technical and artistic quality, only a few of which are published. They are carefully documented by site and arranged according to county district, parish and village. Maps and other relevant material complement the photos. The material is in high demand in research, but also of wide public interest. When scanned, all the pictures will be published on the web.

Relevance of the collections

These photographs document the southern Swedish landscape, shaped by old cultivation methods, just before the impact of modern farming with its motorisation, rationalisation and large-scale production.

Exploitation outside Europeana

During the last 40 years (since Sjöbeck's photographic documentation) 180 nature reserves have been created in Skåne. They are visited annually by several millions of people, both tourists and locals, with an interest in nature and recreation. Several of the reserves have marked paths and some have outdoor museums of local plants, geology etc.

An interesting area of application for a selection of the photos is on site in the landscape. For comparison there will in some cases be a follow-up photographic documentation in the contemporary landscape at the same spot from where the old photograph was taken. With the photographs digitised, we would be able to make a suggestion to the County Administrative Board (they have already shown a great interest), responsible for nature reserves and footpaths, and to the Swedish Road Administration, responsible for road-side rest areas, for the placement of signs (the photos enlarged with comments in several languages) showing how the landscape once looked at that very spot. Any tourist taking a break will have an easy possibility to see how modern society has affected the landscape. This is a highly relevant insight, in a time when environmental consciousness is increasing, leading to consequences for the individual.

The images will be also accessible through the homepage of Lund University Library.

13 NATIONAL LIBRARY OF THE NETHERLANDS

Collections to be digitised

Books of Friendship: European travel diaries. This topic focuses on The Grand Tour in Europe.

From the 16th century on students and scholars travelled all over Europe, visiting universities in various countries, to share ideas, to learn from each other and to make friends. Many of them carried a diary with them, in which others could write an inscription or make a drawing as a token of their acquaintance and friendship. The KB has a large collection of these diaries, named *Alba Amicorum*: 'books of friendship'. These are proposed to be digitised within the targeted project.

It has to be said though that these manuscripts can be quite challenging to digitise, because of the many kinds of materials they contain: written notes, folded maps, drawings etc.

Digitisation will take place in house at the KB. Because of their nature they cannot be made accessible by OCR. However, all names of authors, subscribers and artists will be included in the metadata. This information is already available and only need to be converted to the appropriate standards within the project.

The KB subscribes the technical standards for digitisation as issued required by Europeana. All scans made in the project will meet the quality standards for long-term preservation and will be stored in the KB e-deposit system.

Relevance of the collections

The collection *Alba Amicorum* is of a broad European cultural interest, as it contains contributions from people in many European countries: Hungarian students visiting the Netherlands, Dutch scholars travelling to Italy, French tourists coming to see cabinets of curiosities in Amsterdam, etc. The *Alba* provide an insight in travels and tourism of the European republic of letters. Especially noteworthy is the extensive travel diary of John Raye (1737-1823), relating his travels through Germany, France, Italy and Turkey. It comprises of four volumes, lavishly illustrated with pencil drawings and gouaches.

Some Alba contain inscriptions of famous scholars like Rene Descartes, Hugo Grotius and Galileo Galilei. Others include high quality works of art, like drawings of student costumes in French fashion of the late sixteenth century or a drawing by Rembrandt.

Most of the books of friendship are voluminous manuscripts of app. 200 pages each. The KB proposes to digitize the 150 most important pieces, which is about 30% of the KB-collection. By digitising these 30.000 pages, the eContent^{plus} program would create an unrivalled source to study and enjoy these souvenirs of travels from the late 16th to the early 19th century.

Exploitation outside Europeana

The exploitation potential outside Europeana is very promising:

Scholars: the material to be digitised is so vulnerable that some volumes cannot be consulted right now, so this project opens up new sources for scholarly research. A current trend in cultural history is to study networks and communities in early modern Europe, which will be facilitated by our project.

Students: the digital images can be imported in electronic learning environments at universities and will support the education of students, especially in the history departments.

Public in general: the images can be published in the national online service Memory of the Netherlands, a huge databases containing hundreds of thousands of images from over 60 cultural heritage institutions, which contributes a lot to the outreach of our project (100,000 visitors each month).

14 UNIVERSITY OF REGENSBURG

Collections to be digitised

There will be two collections to be digitised.

Botanical excursions, scientific expeditions and study tours. The material will be taken from the library and the archive of the “*Regensburgische Botanische Gesellschaft*”, the oldest still existing botanical society of the world founded in 1790. The society worked on an international level and organised expeditions and travels to distant countries (eg. David Heinrich Hoppe, King Friedrich August von Sachsen, Sebastian Kellermann, Kaspar von Sternberg, Francois Gabriel de Bary). The society founded the oldest botanical journal of the world *Flora*. The library and the archive as well as the herbarium are to a large part comprised of rare and sometimes unique material.

This collection consists of books, archival material, maps, graphics (plants, foreign countries etc.) and herbarium specimens

General material. Digitisation of highly relevant books (mainly with German inprint) about the history of travel and tourism: description of travels, guide books, books with pictures from foreign countries etc. The content extends from the middle ages to 20th century: pilgrimage, long-distance trade (where Regensburg played an important role in the middle ages, voyages of discovery, the great tours in 18th Century and the development of modern tourism.

This collection consists only of books.

Relevance of the collections

There is a great interest in the digitisation of these materials by scientists (history, art history, history of science, geography, and botany), public administration (land development, country planning, and water resources management), nature conservation and the general public.

Exploitation outside Europeana

Besides Europeana the digitised material will be made publicly available via various library catalogues (local catalogue, union catalogue, WorldCat) and the cooperative Bavarian digital repository.

In addition the material will be integrated into the Bavarian Library Online (BLO) and the botanical subject portal bayernflora.de which again is a part of the Global Biodiversity Information Facility (GBIF). BLO is supported by a number of co-operating partners from both science and administration. It is a portal that combines and thus facilitates the use of various electronic offers concerning Bavarian culture and history. Various kinds of cultural heritage material, e.g. rare books, historic maps, newspapers, photographs, parliament protocols, are digitised, enriched with metadata and made available to the public in a portal. A special strength of this project and of bayernflora.de is the unified access to the different kinds of material through the extensive use of high quality metadata and cross linking.

15 MORAVIAN LIBRARY IN BRNO

Collections to be digitised

Map collection of B. P. Moll. One of the largest baroque map collections in central Europe, contains maps and vedute of Holy Roman Empire and hereditary Habsburg lands. Includes mostly printed, but also manuscript maps from 16th to 18th century. There is also a unique original 47 volume baroque handwritten catalogue of the Moll's map collection, describing the origin of the maps and vedute as well as places depicted on them and complemented by drawings. This collection is unique in its completeness and the fact that the maps are in a good physical state.

A collection of views of Southern Moravia containing numerous 17th-20th century vedute (old photographs, litographs and engravings).

Selected volumes from the 17th – 18th century atlas collection where most of the atlases cover Europe but include also world maps. Atlases to be digitized will be selected to complement rather than duplicate the contents of the Moll's Collection.

There is also a *collection of five travel related 17th century manuscripts* e.g. diary with messages of moving Swedish army in Moravia.

Relevance of the collections

The Moll collection can only be compared to two other collections: The Ryhiner Collection in Bern and the Stosch Collection in Vienna. The original catalogue of this collection can often be considered to be the earliest comprehensive description relating to a given area and its cartographic depiction. The complete set of Moravian Library documents digitized will be of great interest to researchers as well as general public. The digitization of these documents will both protect them from excessive use and make them available in the most open fashion.

Exploitation outside Europeana

The Moravian Library will make all the materials available both locally on the library servers and integrate them into other digital libraries, namely the Manuscriptorium digital library which is currently being greatly enhanced under the umbrella of the Enrich project of the eContent+ programme. Locally, the digitized maps will be made available using standards based open source tools developed by the OldMapsOnline.org project of the Moravian Library. These map publishing and georeferencing tools will also be available to any other project partner and will provide a way to integrate the digitized old maps into the world of GIS.

16 UNIVERSITY OF INNSBRUCK

Collections to be digitised

Discovery of the Alps

Background. The University and Regional Library of Tyrol is the official library of Tyrol. Moreover, originating from its historical connection to the regions of South-Tyrol (Italy) and Vorarlberg it holds a comprehensive collection with material coming from the neighbouring Alpine regions. It hosts a remarkable collection of books, maps, manuscripts and postcards about Tyrol in its historical borders as well as the Alps in general. The collection policy of the library follows this approach and focuses therefore on documents dealing with the Alps, its cultural and political development, as well as its perception in arts, literature and tourism.

Objective. The aim of the digitisation project will be to gather a number of documents, both textual and non-textual, which will allow reconstructing main steps in the development of the Alps from one of the poorest regions in Europe to one of today's main destinations for global travel and tourism.

Selection process. In order to achieve a good selection of the available material, institutions such as the *Alpenverein* will be involved. They will get the chance to pre-select documents which are from their point of view important for the envisaged reconstruction of travel and tourism in the Alps. Obviously this selection process will be of high importance for the quality of the overall collection, but it will also cause some managerial effort to coordinate the process and to acquire the suggested documents.

The university library has excellent connections to the Austrian and German *Alpenverein*, the largest private association with more than 180.000 members. The *Alpenverein* runs a museum for the development of the tourism in the Alps and will act as an advisor and supplier as well. Obviously all suppliers will be informed that objects will only be digitised if the rights owner agrees that it will be available for free in the Internet, respectively via the Europeana website.

The actual selection of the material to be digitised will be done by the University and Regional Library of Tyrol. Obviously material which will be easily at hand will have some preference above material hard to be acquired. A priority will be given to material of the 20th century in order to satisfy the needs of users for easier understanding and for being livelier material. It has to be emphasised that during the last years the Department for Digitisation and Digital Preservation has already cooperated with private organisations and we are very confident to get their agreement for the digitisation in many cases.

Expected material. The following figures are very rough estimations and obviously a lot will depend on the actual selection process. We expect the following documents to be digitised:

Journals

1-2 journals with altogether 50.000 pages and some thousands of single contributions covering a time period from 1850 to 2008

Books

200-300 books with approx. 100.000 pages from 1500 to 2008 covering some classical descriptions of the Alps from the point of view of culture, history, geography, tourism as well as some seldom texts and documents.

Ephemeral and promotional material

Some hundreds of postcards, posters, tourist maps, pictures, photos, etc. mainly from 1850 to 2008 illustrating the "anonymous" history of tourism

Unique material

Depending on the willingness of several institutions to take part we expect that some unique material may also become subject to digitisation. E.g. there is the tradition of guest books in rescue huts or at a summit of a mountain may become available in the course of the project. These are unique documents where the

management and acquiring process will demand a rather high effort. Only some dozens of these documents may become available and cannot be guaranteed

All together we expect that some thousands of intellectual units (books, contributions to books, ephemeral text material, pictures, postcards and photos) will be digitised and made available.

Digitisation and delivery. The digitisation of the material will be done in-house according to internationally agreed standards. All materials will be delivered together with the respective metadata at a minimum level of Dublin Core simple. In the case of textual material the metadata will cover also chapters, figures and tables. All text materials will be OCRed, so that the full-text will be available.

All digitised objects will be packaged as METS file but may also be formed according to the requirements of Europeana. They will also be available as PDF eBooks.

Moreover we would like to convert some highly valuable books into pre-press files so that they can be delivered as Print-on-Demand documents as well.

Exploitation outside Europeana

All material digitised within the EuropeanaTravel project will be made available on the repository *Austrian literature online* (www.literature.at).

17 UNIVERSITY OF DEBRECEN

Collections to be digitised

Travel books. The first part of the collection concerns Hungarians abroad. It is difficult to decide who deserves the title of a great globetrotter: the itinerant journeyman, the sailor, the merchant, the pilgrim, the student studying abroad, the diplomat, the prisoner of war or the political refugee but each nation should be proud of her sons who served universal development with their deeds and knowledge. These travellers are characterized by thorough observation, keen insight and patriotism. They compare what they have seen abroad (cities, rivers, buildings, animals, customs, etc., to those of the home country. It is interesting to see how many travellers from this small country have reached faraway parts of the world. The majority of these books are in Hungarian and Latin.

Priority should be given to those Hungarian travellers who gained worldwide recognition by describing an up to then unknown area (Korosi Csoma, Teleki, Vambery, Loczy).

Besides voyages of discovery, history often provoked involuntary voyages. Internal or external enemies induced the emigration of many Hungarians throughout the centuries, especially that of the intelligentsia (Rakoczi Uprising, 1848 revolution).

The second part of the collection deals with travellers in Hungary. Travel books on Hungary were mainly written by ambassadors, pilgrims, scientists and merchants. Each regards the country in a different way. The traveller from a more developed country appreciates the conditions here less than the one coming from an underdeveloped region. Because of the comparisons, the descriptions are as characteristic of the traveller's home society as of the visited country. The majority of the travellers emphasize the economic and social underdevelopment of the country and if they praise something, it is the efforts we make for catching up.

Cyrillic scripts of the Basilian Fathers at Mariapocs. Máriapócs – the spiritual centre of Greek Catholics in Hungary – has been a place of pilgrimage and shrine since the 18th century. Besides Hungarians, it has been regularly visited by Ukrainian, Romanian, Serbian, Armenian and Slovak pilgrims as well as Roman Catholics and Protestants. Liturgic books in Old Slav had been brought into the country in great quantities during the centuries. The digitisation of the collection of the Basilian Fathers would be an important step forward in providing access to researchers of Slav ecclesiastical literature found in Hungary.

Old books. Our old books collection includes about 30,000 books dating back from before 1800, the majority of which are related to Hungary or Hungarians. Among these rare books, many will be of interest to adherents to cultural tourism, such as protestantism, religion, printing. The Printing House of Debrecen was founded in 1561, its products are considered to be masterpieces in the history of printing. Verbőczy's Hungarian Decree, an outstanding document in the history of Hungarian constitutional law was printed here in 1565. We would also like to digitize sermons by Debrecen preachers, like Tamás Félegyházi, Péter Margitai (1632) as well as Boldizsár Bartha's writings on the sorrowful events that happened in the history of Debrecen in the 16th century (fires, wars) (1666). Balkányi's place names in Debrecen (1865) is an etymologically interesting piece of work.

Periodicals. Local periodicals that provide ample data on tourism in the region, including advertisements, services, attractions, facilities, programmes, cultural events. The development of health tourism and spa culture, for example, can be followed up from these articles. Advertisements for accommodation and advertisements of travel agencies as well as travellers' letters giving us subjective descriptions and interesting impressions about this area reveal much about the travelling habits of the time.

There are many articles on the cultural life of the city. The theatre was the main attraction for visitors. The playbill collection could be supplemented by theatre reviews published here.

Old maps about Hungary, the region and Debrecen. The Carpathian basin and its environment is the geometrical centre of Inner Europe and it is the geographical centre of Europe. It is far from the seas and oceans. The 18-20 old maps in the Library mainly represent the old, unified Hungary in the heart of Europe. The country had only 20,886.000 inhabitants but its central location ensured more importance to her being a natural intermediary between the eastern and western part of Europe.

The maps from the 18-20 centuries (200 items) show the administrative units (counties) of the country on military, school and geological maps. They are in Hungarian, Latin and German.

Postcards. The collection of more than 32,000 old postcards takes us back in time to tourist attractions in the Austro-Hungarian Empire and the Carpathian Basin. Among the sights to see we find monuments, castles, palaces, churches, cities, landscapes and sceneries, resort places. The hot springs and spas have been popular since Roman times and the beneficial effects of our mineral waters have placed Hungary in the first line as regards to health tourism. Many postcards reveal the bustling life of thermal baths (*Debrecen, Hajdúszoboszló, Nyíregyháza-Sóstó, Miskolc-Tapolca, Berekfürdő, Hévíz-gyógyfürdő, Parádfürdő, Zalakaros*) that still attract a lot of tourists by offering various wellness services.

Relevance of the collections

The most important documents of Hungarian cultural-touristic information from the stock of the University and National Library of the University of Debrecen have been selected for digitisation.

Exploitation outside Europeana

All material digitised will be made available through DEA (debrecen Electronic Archive and linked to other relevant special collections held by DE. On a national level, access to the digitised documents will be provided by the the nation's digital datastore, the National Digital Data Archive (<http://www.nda.hu/english>) to all those interested in Hungary and Hungarian culture and history.

The special values of the project is that protected printed materials will be available to the broad public, with special emphasis on that part of the Hungarian speaking population who are living abroad.

18 TRINITY COLLEGE LIBRARY

Collections to be digitised

The collection of travel journals kept in Trinity College Dublin range in date from the late-eighteenth to the mid-nineteenth century and cover a wide geographical area. The people undertaking these tours were upper-class cultural patrons, famous school masters, young men and family groups. They record visits to pre-revolutionary France and to Lisbon during the Peninsular war; they discuss art collections and attitudes to literature; transport; architecture; accommodation; cuisine; farming practice and religious attitudes.

The papers of Major Richard William George Hingston (1887–1966), held at Trinity College Dublin, combine the history of an awe-inspiring modern renaissance man with a unique record of events which reflects Europe's role in the development of world science. Hingston served in France, Africa and the Middle East during World War I. In 1920 he published a book detailing his 1914 and 1916 travels in the Himalayan valley of Hazara, in what is now Pakistan, entitled "A Naturalist in Himalaya."

Hingston was a surgeon and an author, a naturalist, a geographer and an adventurer. His hitherto unexploited personal papers contain information on the ill-fated 1924 Everest expedition. As a naturalist he collected 10,000 animal samples and 500 plant specimens during that expedition. Among his finds were a species of Black Attid spiders he discovered living at 22,000 feet, the highest known habitat for any animal.

He also kept records of his scientific trips to Greenland and Pamir; his trips to Africa for the preservation of African fauna, his record of the natural history and archaeology of the countries he visited.

Among his papers are glass plate slides and many celluloid negatives. These are closed to scientific research until they can be digitised.

Relevance of the collections

The travel journals represent an untapped resource for European and Irish history; by uniting them, digitally, with their counterparts in other European libraries, the social and cultural atlas of nineteenth century Europe will be greatly augmented. In their current state they are inaccessible; digitisation will make them accessible to scholarship for the first time.

The Hingston papers are of immense national significance adding to a long tradition of Irish scientific endeavour from Boyle to Hamilton. Furthermore, there is currently intense interest in Ireland's colonial history, not only as a colony of the British Empire, but also examining the part Irish people played in the administration and advance of that empire. The Hingston papers provide a valuable example of an individual who is both a subject of the British Empire, and also involved in its expansion and exploration.

The digitised Hingston collections will be of use to a wide range of scholars and general users due to the diverse range of interests pursued by Hingston himself. Historians of science, medicine and exploration, geographers, those interested in mountaineering history, as well as researchers from the countries visited by Hingston will find the digitised material useful.

Exploitation outside Europeana

The images created from Trinity College's collection of journals and photographs will be made available via the College's Institutional Repository. This forms part of a national initiative, funded by the Higher Education Authority, by which a National Portal will act as a single point of access to national research output and also contain content harvested from individual university Repositories. The National Portal will also provide for the long-term preservation of research papers and output and for the establishment of standards of description and maintenance.