

An 11 Year Collaboration to Provide Open Access to U.S. Federal Technical Reports



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Librarian**

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The Technical Report Archive & Image Library (TRAIL) identifies, acquires, catalogs, digitizes and provides unrestricted access to U.S. government agency technical reports. Millions of pages of elusive technical reports are now discoverable, thanks to the collaborative effort of TRAIL members.

Our Mission

The mission of TRAIL is to ensure preservation, discoverability, and persistent open access to government technical publications regardless of form or format.

A little background -

On the way to the NIST...

- 1830** Coast Survey, Office of Standard Weights and Measures was established by Congress
- 1901** Bureau of Standards succeeded the Office of Standard Weights & Measures and was established within the Dept. of the Treasury
- 1903** Bureau of Standards transferred to the Dept. of Commerce and Labor
- 1913** Dept. of Commerce and Labor split with the Bureau of Standards remaining with the Dept. of Commerce
- 1934** Bureau of Standards renamed National Bureau of Standards
- 1989** National Bureau of Standards renamed National Institute of Standards & Technology, NIST

And within the Atomic Energy Commission...

Main Title: Health and Safety Laboratory Fallout Program Quarterly Summary Report: September 1, 1971 - December 1, 1971, Appendix

Added Title: Appendix to Health and Safety Laboratory Fallout Program Quarterly Summary Report (September 1, 1971 through December 1, 1971)

Added Title: Health and Safety Laboratory Report HASL-246

Series Title: Fallout Program Quarterly Summary Report

Series Title: Report (U.S. Atomic Energy Commission)

Series Title: Health and Safety Laboratory Reports

Series Title: Atomic Energy Commission Reports

Series Title: HASL (New York, N.Y.)





2006 GWLA Strategic Initiative:

Develop a collaborative project with the Center for Research Libraries to identify, digitize, archive, and provide persistent and unrestricted access to federal technical reports issued prior to 1975.

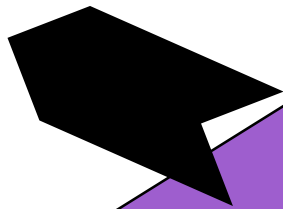
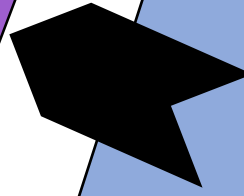
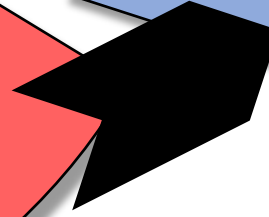
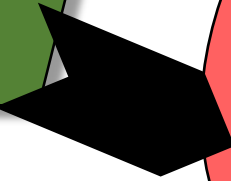
2006
GWLA
CRL
Linda Hall Library

2007
U. of Hawaii
U. Mich. & Google
OCLC

2008
Google → Hathi Trust
Redesign & improve

2010
Joined Center
for Research
Libraries, CRL
Reorganization

2009
U. of N. Texas
- archive
U. Washington
- website



Collections are assembled & organized at institutions across the country before being transported to the Univ. of Arizona.



Collections processed at the Univ. of Arizona are transported to either the Univ. of Michigan or the Univ. of North Texas for digitizing.



TRAIL Collection Processing Database



[View institutions](#)
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[View shipments](#)
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[TRAIL Wiki](#)



The mission of TRAIL is to ensure preservation, discoverability, and persistent open access to government technical publications regardless of form or format.

Series Processing Inventories

Search this Guide

Use this guide to access the processing inventory for each series.

- About this guide
- Army Corps of Engineering
- Coastal Engineering Research Center
- Atomic Energy Commission
- Ballistic Research Laboratories
- Bureau of Mines
- Coast Guard
- Department of Commerce

About TRAIL Series Processing Inventories

Series listed are linked to spreadsheets which are the **TRAIL series processing inventories**.

These inventories, which may be downloaded, list individual report titles that have been processed by TRAIL for digitization and provide a link to the digital copy as it becomes available.

If you know of a report that is missing or would like to supply a needed report, please contact the [Coordinator of the Collections Working Group](#).

Note: A digitized report may not be viewable for many reasons due to the original item format, the time it takes to process/ship/digitize, and to copyright issues that preclude public access of the image.

Guide Status

This inventory guide will always be under construction! It is the nature of federal technical reports to cause confusion and wonder. TRAIL strives to provide accurate information about which report series we are digitizing or harvesting and the status of each project.

TRAIL Working Group Member Librarians

Email:

Internal Communication



The Center for Research Libraries
COLLABORATION WORKSPACE

Dashboard Spaces People Browse Create

TRAIL Communications Working Group
Home

Created by Amy Aspach, last modified by Laura Sare on Sep 11, 2017

Communications Working Group

- The Communications Working Group is responsible for all general communication and promotion regarding TRAIL, including but not limited to descriptive project content on the TRAIL Web pages, assisting other working groups with communication development, and oversight and general help with reference questions sent to TRAIL.
- Meets on Tuesdays (biweekly) at 3:00 p.m. Central Time. Dial 605-465-8002 and when prompted enter the code 349004, followed by the # sign. If you are the first to call in, you will hear elevator music until the next person dials in.
- Members:

Laura Sare, Government Information Librarian, Texas A&M (979-458-2200) (TRAIL Communications Working Group Coordinator)	John Napp, Associate Professor & Engineering Librarian, University of Toledo (419-530-3848)
Isabel Altamirano, Georgia Tech Library	Daureen Needell, Research Data Management Librarian, J. Willard Marriott Library, University of Utah (801-585-5875)
Ted Baldwin, Director, Science & Engineering Libraries, University of Cincinnati (513-656-4211)	Alice Trussell, Kansas State University
Kristin Buxton, Engineering Librarian, CalTech	Michael White, Associate Librarian, Research Services, Queens University (613-633-6785) (TRAIL Historian and Archivist)
Scott Curtis, Learning & Research Librarian, University of Missouri-Kansas City (816-235-1508)	Sinal Wood, Associate Professor & Documents Librarian, Baylor University (767-755-6696)

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Telephone/Skype

Email

In-person meetings
once a year

Online orientations

External Communication

Emails

Wikipedia

Twitter

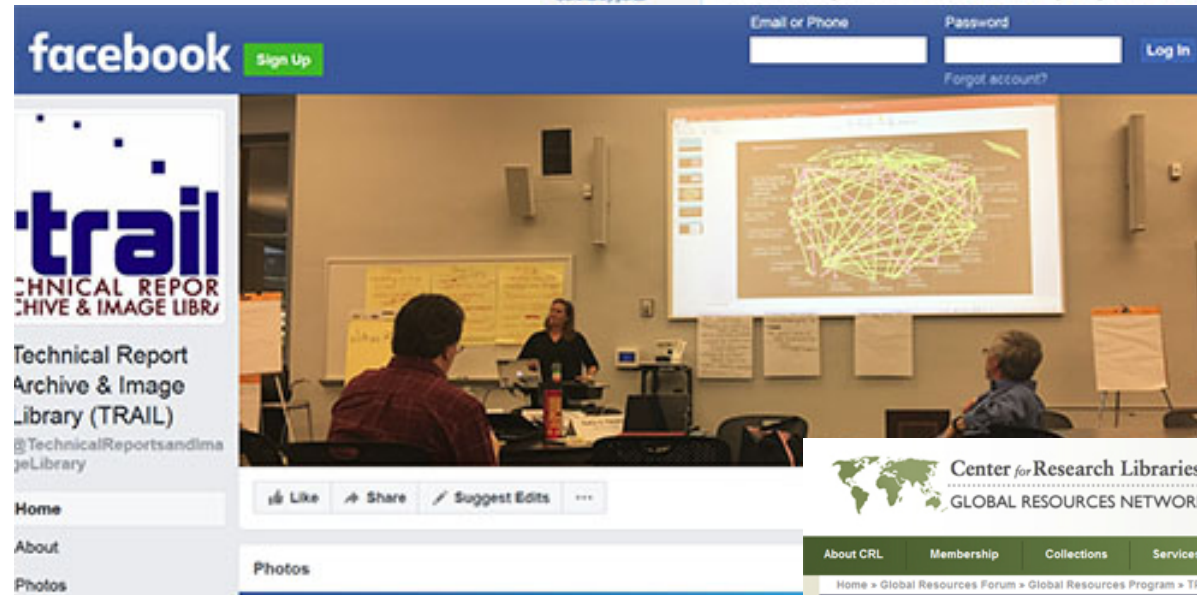
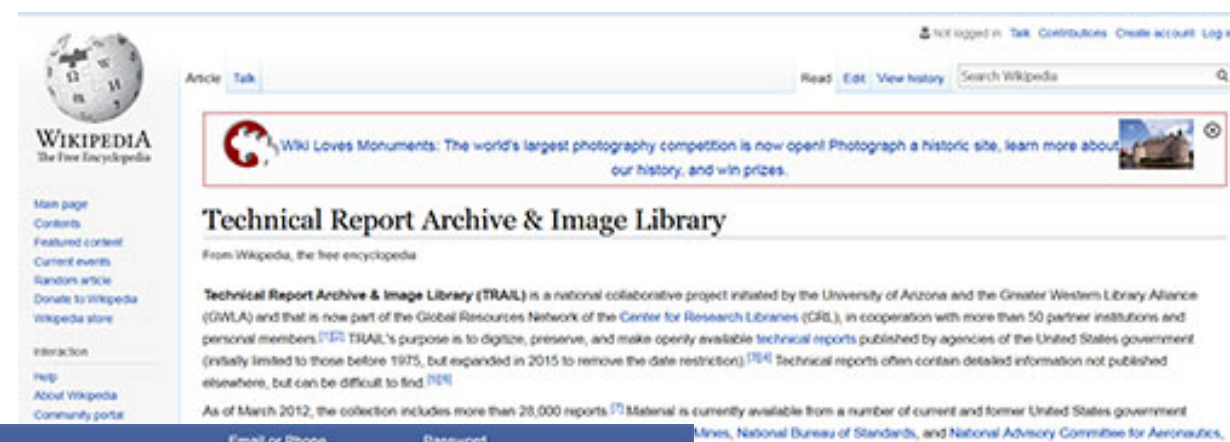
Facebook

CRL website

Conference sessions

TRAIL library guide

Papers & presentations



The Interface to the Collection

Now over 62,000
documents included



Search U.S. government technical reports issued primarily prior to 1975 and digitized by the TRAIL Working Groups.

KEYWORD SEARCH

Enter your search term(s):

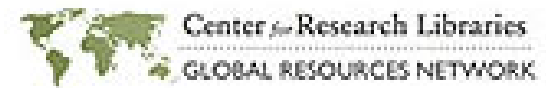
[advanced search]

Examples: Bureau of Mines; Information Circular; Smith, John

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Search developed and maintained by the University of Washington Libraries

Copyright 2010



<http://www.technicalreports.org>

U.S. Federal Agencies Having Technical Reports in TRAIL

- Army Corp of Engineers
 - Coastal Engineering Research Center
- Atomic Energy Commission
 - Ballistic Research Laboratories
- Bureau of Mines
- Coast Guard
- Department of Commerce
- Department of Energy
- Environmental Protection Agency
- Fish and Wildlife service
- Geological Survey
- National Advisory Committee for Aeronautics
- National Bureau of Standards
- National Earthquake Information Center
- Nuclear Regulatory Commission
- Office of Saline Waters



Center *for* Research Libraries
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GLOBAL RESOURCES NETWORK

TRAIL is Governed by

- ❖ Bylaws
- ❖ Steering Committee
- ❖ Officers
- ❖ 1 rep from each member institution

Officers

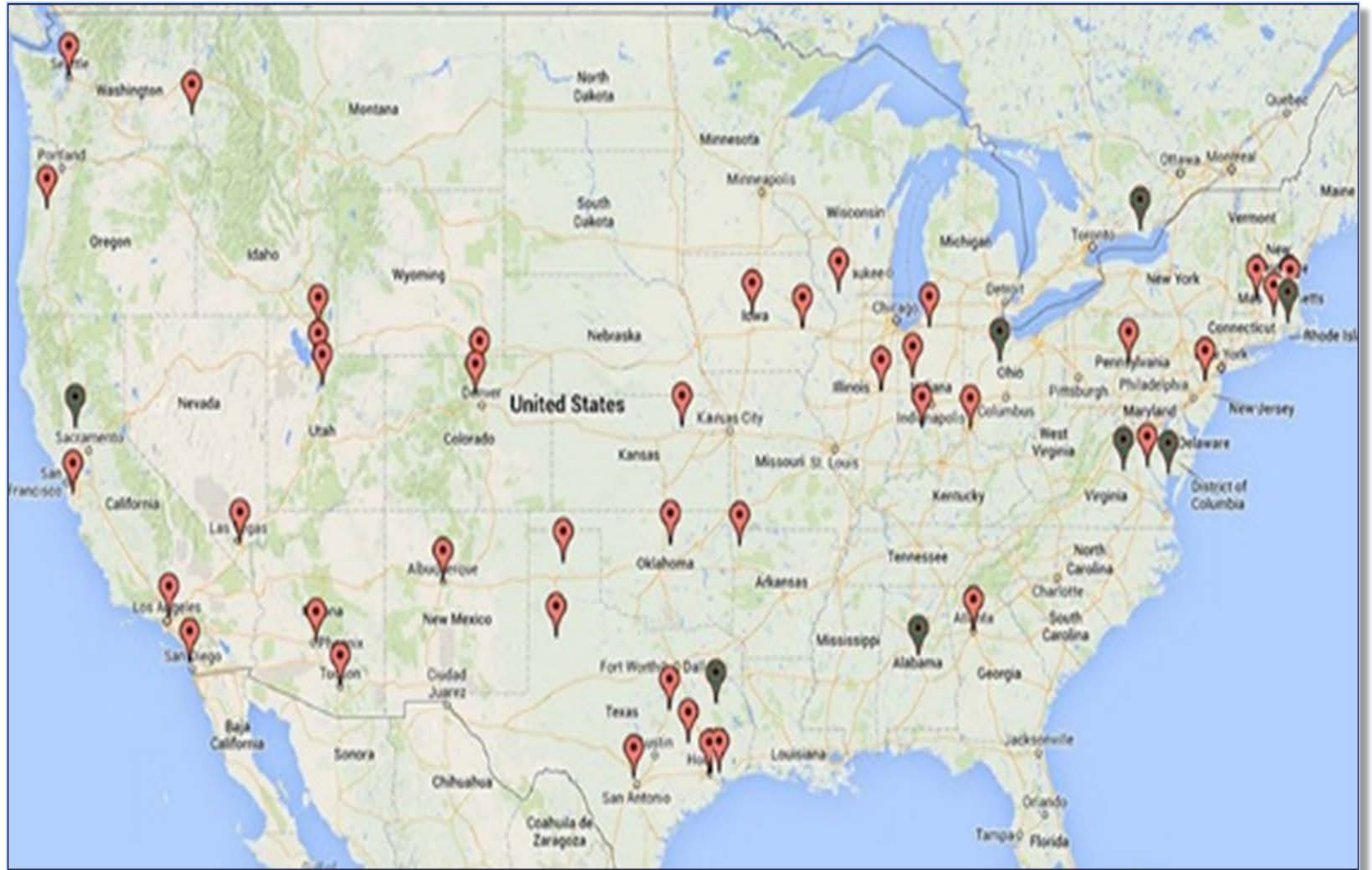
- ❖ Chair
- ❖ Chair-elect
- ❖ Secretary
- ❖ Treasurer

Working Groups

- ❖ Collections
- ❖ Communications
- ❖ Processing
- ❖ Technology
- ❖ Membership
- ❖ Metrics

46
member
institutions

14
personal
members



So how did we do it ?

Once a year in-person meeting

Located at a member institution
Steering committee members attend
Member institution reps encouraged to attend

Objectives

Bring new members up to date
Strategic planning in two days

Amenities

Food and drink – diet Dr Pepper for Mel
and tea for Alice

Meals are break-out sessions
Tours can be break-out sessions
Appreciation Dinner



Once a year in-person meeting

Tools

- Post-it Notes
- Markers
- Flip charts
- Computers
- Internet access
- Projector

Also

- Humor
- Moments of silence
- Everyone's opinion counts
- Get stuck, move on to something else
- Bin list – stay on target

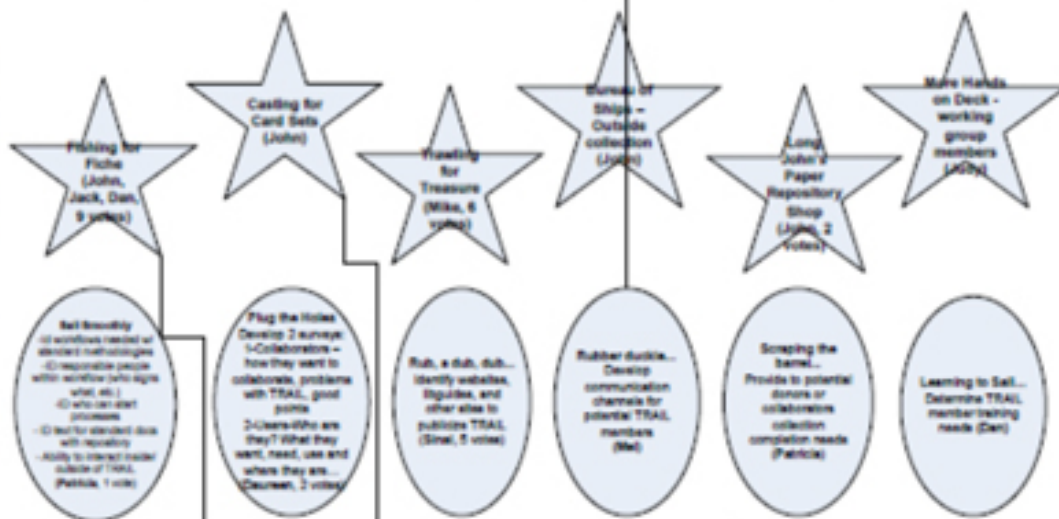


TRAIL Visionary Team Planning Map for 2011-2012

 Key Result Areas (KRA) Technology Access, Quality Control, Digitization	 Current Reality Restricted to print, no born digital - Need QC for types - High quality cataloging - Increased discoverability - Need better use statistics
 Project Resources Partnership Collaborators	 Insufficient member contributions Need plan to increase # of member partners Need to clarify membership process
 Content (Acquisitions)	 Limited by scarcity of print collections to begin digitization - Limited by people's desire collecting moving materials to archive, and determining "top priority" - Limited storage before sending
 User Community	 - Needs of users and collaborators unknown - Communications Group needs assistance to reach year end goals
 Content (Processing)	 Not enough content to maintain a sufficient flow for efficient processing

Define membership to technology working group (Mallaca, 3 votes)	Usage of collections has increased due to better indexing, linking into TRAIL (Mark)	Pilot started for inclusion of non-traditional content (Manda, 1 vote)	TRAIL Dashboard (John, 12 votes) - public site - Funding (Members' statements/commitments) present - Content loader (upload, editing, search) - Item usage - Collections (identified, completed)	Specifications for browse interface have been designed (Mark, 1 vote)	Recruit pilot content creators/movers, leaders for file creation and deposit (Mallaca)	Define conventions and explain processes: - Protocol for identifies - What is UNT workflow & standards? - Standard Specs list - Content packaging - File naming (Mallaca, 6 votes)
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Show TRAIL the \$\$\$! - Create Funding Working Group - WG identifies agencies which fund programs like TRAIL - WG identifies specific funding opportunities, who applies & works with CRL on applications (Daureen, 12 votes)	Membership Working Group - Create working group - IDs publicity and channels for distribution - creates elevator speech - targets and solicits potential members (Mal, 8 votes)	Operation Be Our Friend - Identify possible connection points for organizational partnerships - Identify partner organizations that have the same connection points - Content partners, discovery partners, other... (Eather, 4 votes)
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Can you Hear Me Now? End Product: Clear definition of process responsibilities Process: Coll. Group conference calls to determine subset of info needed for "new" collaborators on process flow (Patricia, 3 votes)	Metrics for Fiche and Cards Non-print series acquisitions in partnership with Collections and acquisitions -5 fiche collaborators -3 digital collaborators	Follow the Fleet Processing collaborates with TRAIL working groups to determine benchmarks for all formats (John)	Stay on Course Transparent plan written and ready to ship to collaborators (Sital)
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Year End (June 2012) - Spell out non-google digitization standards and procedures - Increase fluidness of existing digital content - Accept scanned digital content from other institutions	2013 - Support born digital content ingest - Process for including externally (from TRAIL) digitized resources (linked resources?)	2014-2015 Develop & execute a plan for increasing membership, organizational partnerships and alternate additional sources of funding. Determine best distribution of funding to test and iron out paper repository issues.	5 Year Vision - Discovery integrated with other platforms - Accept content in all formats - Provide access to external OA content - Stay relevant w/ tech trends - Set workflows for any content format type
Steady flow: Print Archive Revised Nuffing, FEA, & Project Independence Reurvey Digital Projects List Card/Fiche Conversion?	Steady Flow: Needs and offers Work with Regionals Aware of all library closings	Steady Flow: Born digital - what to do Fiche/Card additions Reading Room Report Collections	- Include ALL formats - Include non-depository materials - Include Statistical Resources
We will have an active PREducation program based on knowledge of our users, members and collaborators	Develop a robust method to obtain "use & interest" data including assessment of the TRAIL product.	TRAIL will be ubiquitous, on all relevant websites	- Robust web presence with user information/use collected. - Active web/education/PR communications program
Decide on non-TRAIL derived records and digital images and other formats	Develop and communicate the collections process in order to have a steady stream for processing and series completion		Use of all formats and routine non-destructive scanning now a standard of TRAIL



Biweekly Meetings Steering Committee & Working Groups

Humor

Moments of silence

Everyone's opinion counts

Get stuck, move on to something else

2:00 pm Central Time

The Center for Research Libraries
COLLABORATION WORKSPACE

Dashboard Spaces People Browse Create

TRAIL, Communications Working Group / Home
Biweekly Meeting

Agendas

Created by Judy Ahpech, last modified by Laura Sore on Sep 26, 2017

-conference call phone number 605-468-8002 and when prompted enter the code 342084, followed by the # sign. If you are the first to call in, you will hear elevator music until the next person dials in.

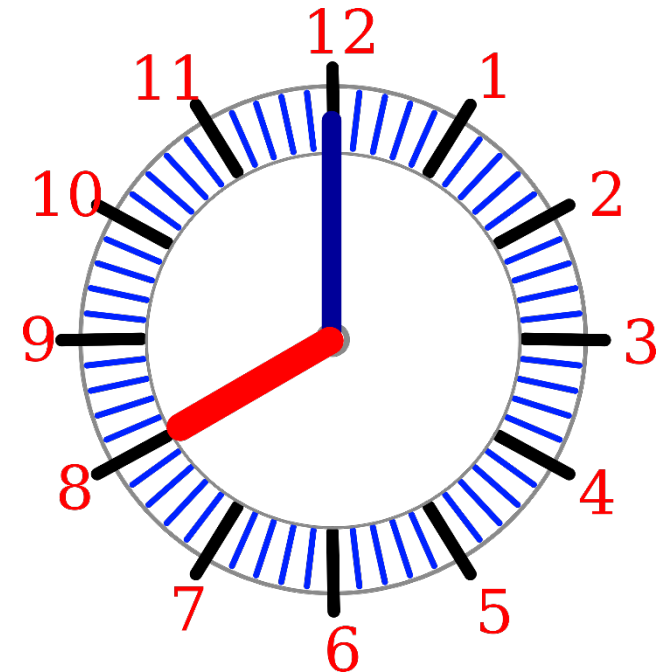
Date	Attendance	Mtg notes
09-26-17	No meeting	
09-12-2017	Daureen, Sinal, John, Scott, Karl, Beth, Laura	<p>Agenda/Announcements</p> <ul style="list-style-type: none"> Prioritizing tasks from PDF lists - Tasks Annual Mtg 2017 (add on to this docum contacting Ag & Eng Experiment Stations <ask Daureen> also Daureen menti microfilm from the 1980s) New members - Chelsea Leachman from Washington State University, and tw personal members - Carol Brach and Beth Wagner.

Considerations -

- We each have a daytime job
- Beginning of semester work
- In June there are too many conferences
- Promotion and tenure
- Vacations
- Time zones

Tools to keep us on target -

- Strategic plan developed during the in-person meetings
- Workflows
- Deadlines





trail@10

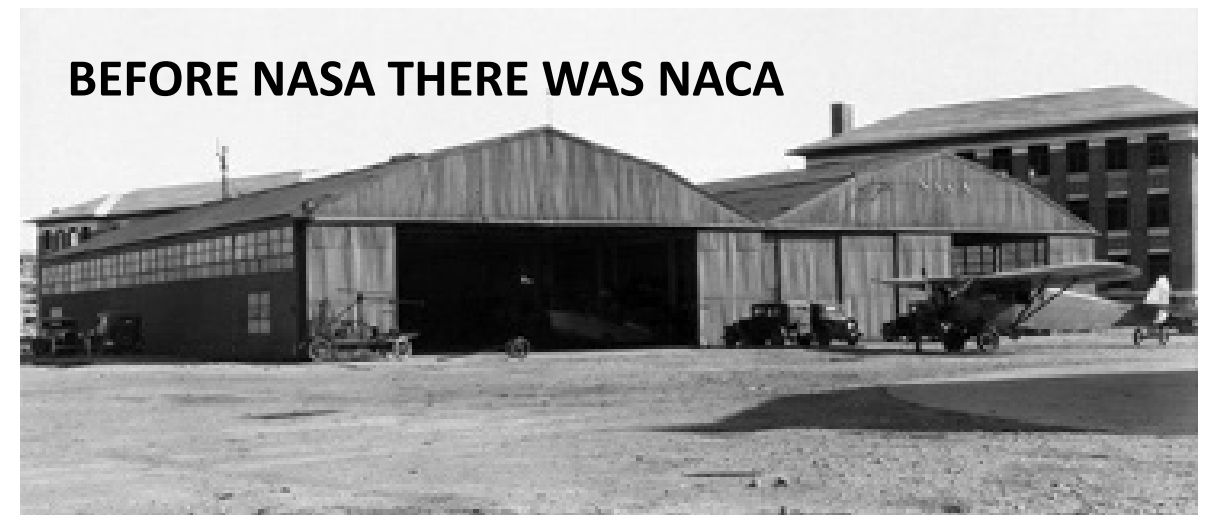
TECHNICAL REPORT
ARCHIVE & IMAGE LIBRARY

Tasks forces grew out of special needs:

Microforms

Previously digitized collections

Membership



Future Efforts

TRAIL History

The Data Within

Formalized Marketing Plan



THANK YOU

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