Introduction to TRAIL

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Chair, TRAIL, 2013-2015

Value of Technical Report Literature

- **There is value to researchers:**

  - **They communicate research in technology and science**

  - **They deliver information for technical development to industry and research institutions contributing to the continued growth of science and technology**

  - **They contain valuable information serving specialized audiences of researchers**

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Common Problems associated with Technical Report Literature

- **Inconsistent or differing dissemination practices**

- **Multi-format collections, across multiple physical locations**

- **Poor quality, unusable pieces**

- **No title level cataloging – series level records with no holdings**

- **Most not available electronically, nor available through ILL**

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Solution To The Problems Associated With Technical Report Literature: TRAIL

- **Began as a GWLA collaborative project with the Center for Research Libraries**

- **Developed into a CRL Global Resources Network Initiative**

Mission

To ensure preservation, discoverability,

and persistent open access

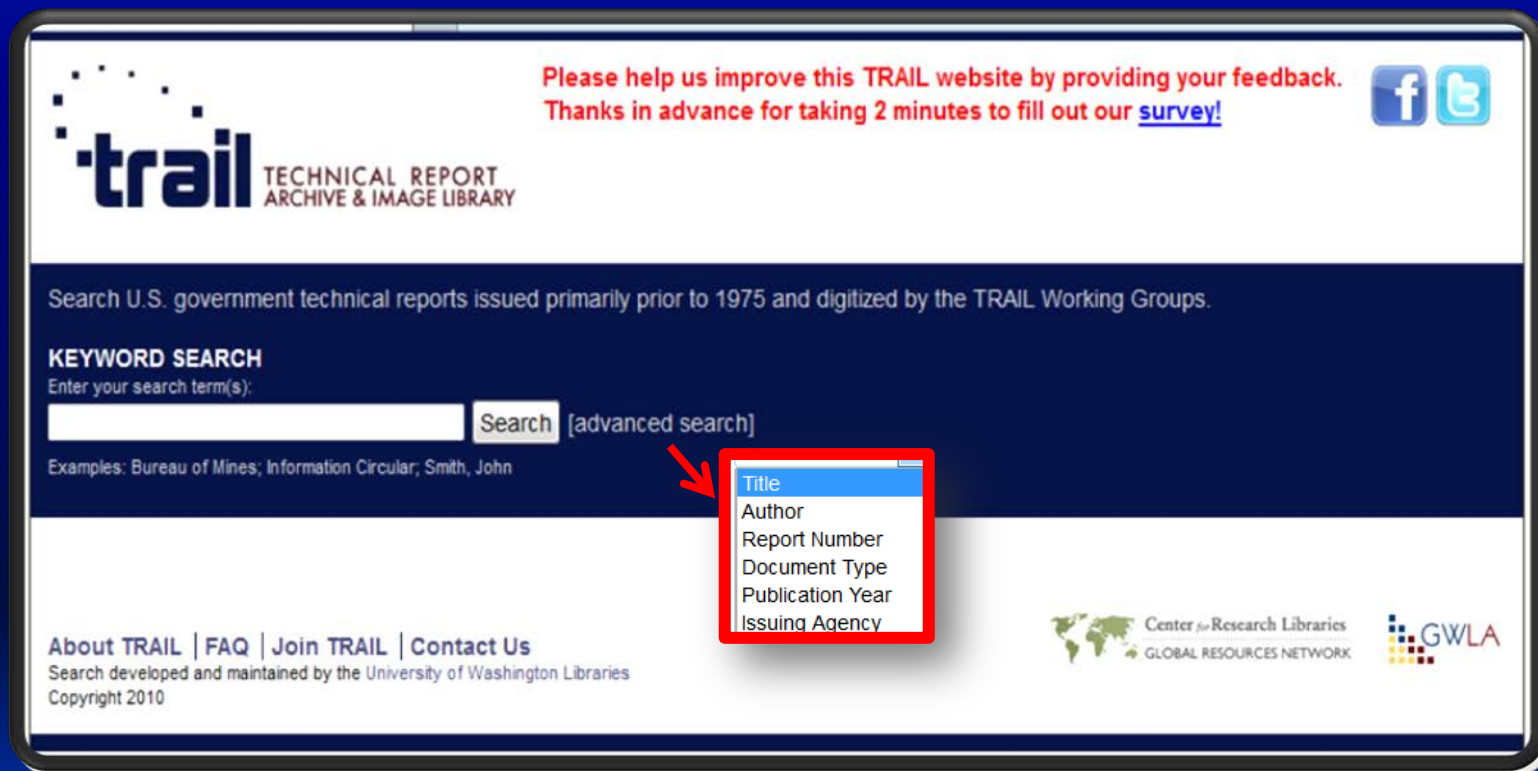to government technical publications

regardless of form or format

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Fulfilling the Mission

- **IDENTIFY, ACQUIRE, CATALOG, AND DIGITIZE LEGACY TECHNICAL REPORTS**

- **PROVIDE UNRESTRICTED ACCESS TO THESE DIGITIZED TECHNICAL REPORTS THROUGH THE TRAIL SEARCH INTERFACE**

- **IDENTIFY & INVESTIGATE THE LONG-TERM PRESERVATION POSSIBILITIES OF THIS UNIQUE BODY OF LITERATURE**

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TRAIL Timeline

Year	Event
2006	GWLA endorses strategic action; 1st TRAIL Meeting
2007	-Pilot collection launched at the Univ. of Hawaii -TRAIL partners with the Univ. of Michigan & Google -TRAIL establishes processes with OCLC
2008	Began scanning content with Google and depositing in HathiTrust
2009	-Created a Facebook page -Established archive at the University of North Texas for non-Google scanned materials
2010	-Became part of the Global Resources Network at CRL -Received LexisNexis/GODORT/ALA "Documents to the People" Award -TRAIL Search Interface launched; developed & hosted by the University of Washington
2011	Initiated microfiche digitization pilot project
2012	Created Twitter account and Wikipedia entry
2013	Began process-level digitization from microfiche

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The Public Side of TRAIL: The Search Interface

http://www.technicalreports.org

TRAIL Information on the CRL Website
Members use this website to promote the work of TRAIL

http://www.crl.edu/grn/trail/

- Why join
- How to join
- FAQs
- History

- Digitization in progress
- Reports needed

Join Working Groups by contacting a coordinator

Events

Find us on Social Media

The "Behind the Scenes" Side of TRAIL
or
Workflow: How Content Moves Across The Country

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Technical Reports are assembled & organized at institutions across the country before being sent to the University of Arizona.

The University of Arizona is the central processing site and is routinely referred to as "Central" by TRAIL members.

"Central" or The University of Arizona

- receives shipments, assembles collections, and creates inventories in the TRAIL Processing Database
- creates catalog records for each technical report and supplies the cataloging to OCLC
- ships processed technical reports to either the University of Michigan or the University of North Texas for digitization

TRAIL Workflow Tools

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TRAIL Collection Processing Database

Members use this tracking database to view lists of technical reports
that have been processed or are in processing at "Central"

http://traildb.library.arizona.edu

CRL Workspace Site for TRAIL

Members use the CRL wiki to create, post, and edit the documentation
of the TRAIL Steering Committee & Working Groups

Members Coordinate the Work of TRAIL

- TRAIL Steering Committee
- TRAIL Collections Working Group
- TRAIL Communications Working Group
- TRAIL Processing Working Group
- TRAIL Membership Working Group

Steering Committee

Purpose:

    The TRAIL Steering Committee is the principal body that shall consider and formulate the policies and procedures governing TRAIL in accordance with the recommendations of the membership.

Collections Working Group

Purpose:

- Develop and maintain lists of possible content
- Investigate series, collections, and agencies
  - Each series under review must be researched for
    - Technical content
    - Physical features: Format & Size
    - Publication parameters:
      - When
      - How much
      - Publication list?
    - Agency information
      - Currently active?
      - Currently digitizing older materials?
- Determine digitization priorities
- Solicit content
- Organize shipments
- Review series digitized for completeness

Communications Working Group

Purpose:

- Provide content for the CRL TRAIL website
- Assist other working groups with communication development
- Answer/refer queries posed to the TRAIL website to the appropriate member(s)
- Monitor funding opportunities
- Monitor opportunities for promoting TRAIL
- Maintain the history of TRAIL
- Other duties as assigned by the Steering Committee

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Membership Working Group

Purpose:

- Recruit new organizations to join TRAIL
- Creates content for and conducts orientation sessions for staff at new TRAIL member institutions
- Responsible for all member-specific communication within TRAIL
- Recruits individuals from TRAIL member institutions to serve on TRAIL working groups
- Other duties as assigned by the Steering Committee

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Processing Working Group

Receive and prepare all materials for scanning
- Sort special handling materials
- Disbind volumes when necessary
- Flag items for scanning
- Barcode all items (for scanning with Google)

Provide inventories of all received materials
- Provide overall inventory
- Provide inventory at box level (for scanning)

Provide original full MARC (i-level) cataloging for items
- Update pre-existing records
- Record OCLC numbers for all items

Processing Working Group
(continued)

Work with OCLC
- Collection approvals and collection set formation (physical and electronic)
- Cataloging best practices

Official contact with the University of Michigan/HathiTrust and Google
- Shipment/Scanning processes
- Scanning/Deposit reconciliations
- Monitor public domain clearance in HathiTrust

Manage outsourced scanning for special format materials
- Prepare/ship
- Quality control checks
- Deposit with University of North Texas
- Cataloging of electronic items

Future Directions

- Form a task force to address funding possibilities (identify appropriate granting agencies and other funding opportunities and work with CRL when appropriate on applying for external funding)

- Explore possible partnering opportunities (content, discovery, funding, etc.)

- Identify publicity opportunities for TRAIL (institutional web pages, libguides, etc)

- Develop standards for, and experiment with, scanning from microfiche and microcards. If successful, develop standards for acquiring non-print collections for digitization.

- As an assessment measure, design and distribute two surveys, one to collaborators and one for users

- Better document, improve, and coordinate the workflows of TRAIL and its partners

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QUESTIONS & COMMENTS

Thank you for taking the time to learn more about TRAIL.