

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**



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**

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**



Fulfilling the Mission

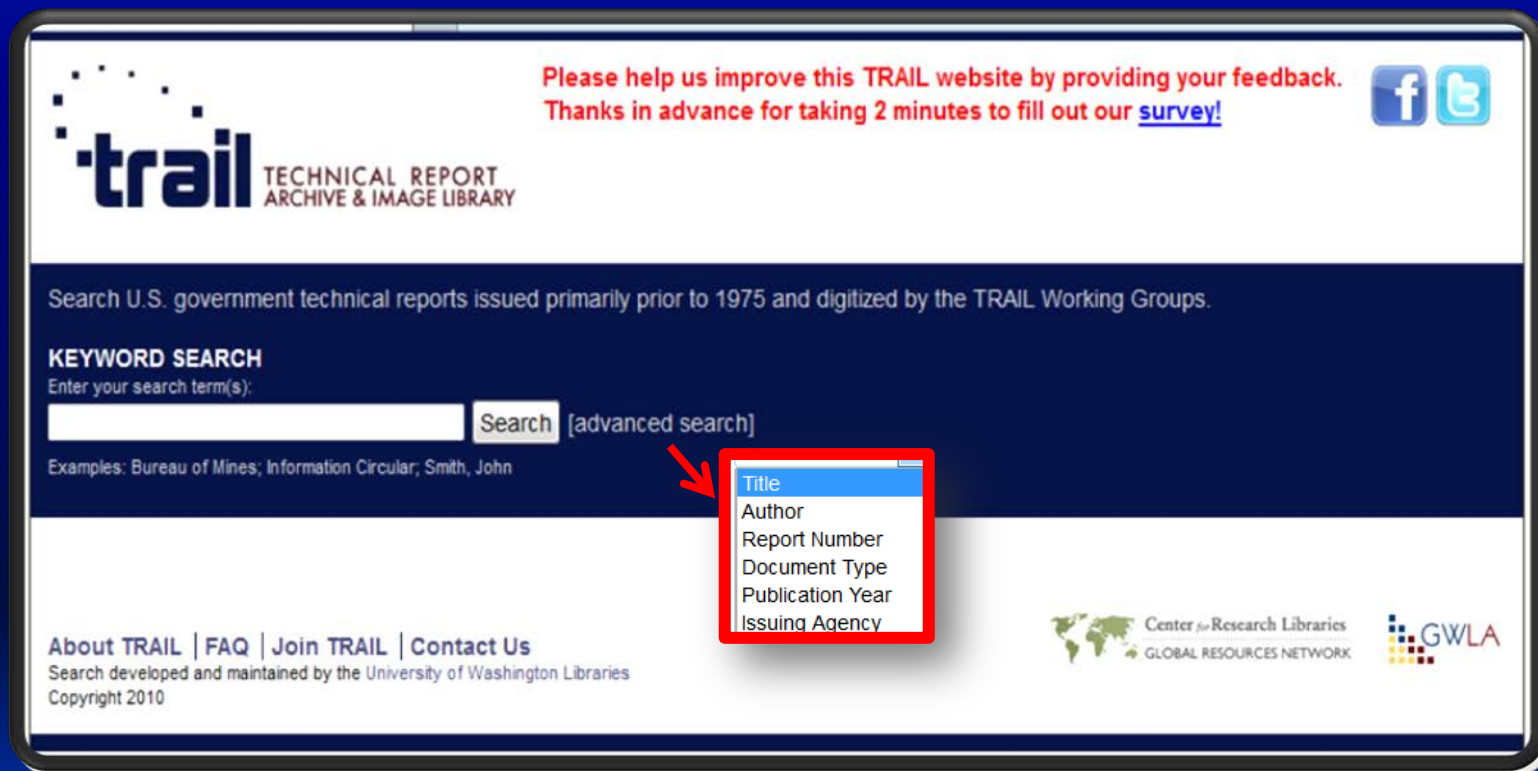
- **IDENTIFY, ACQUIRE, CATALOG, AND DIGITIZE LEGACY TECHNICAL REPORTS**
- **PROVIDE UNRESTRICTED ACCESS TO THESE DIGITIZED TECHNICAL REPORTS THROUGH THE TRAIL SEARCH INTERFACE**
- **IDENTIFY & INVESTIGATE THE LONG-TERM PRESERVATION POSSIBILITIES OF THIS UNIQUE BODY OF LITERATURE**

TRAIL Timeline

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

The Public Side of TRAIL: The Search Interface

<http://www.technicalreports.org>



The screenshot shows the TRAIL website search interface. At the top left is the TRAIL logo with the text "TECHNICAL REPORT ARCHIVE & IMAGE LIBRARY". To the right is a red survey request: "Please help us improve this TRAIL website by providing your feedback. Thanks in advance for taking 2 minutes to fill out our [survey!](#)". Social media icons for Facebook and Twitter are also present. Below the header is a dark blue banner with the text: "Search U.S. government technical reports issued primarily prior to 1975 and digitized by the TRAIL Working Groups." The main search area is titled "KEYWORD SEARCH" and includes a text input field, a "Search" button, and a link to "[advanced search]". Below the search field are examples: "Examples: Bureau of Mines; Information Circular; Smith, John". A red arrow points to a dropdown menu that is open, showing the following options: "Title", "Author", "Report Number", "Document Type", "Publication Year", and "Issuing Agency". At the bottom left, there are links for "About TRAIL | FAQ | Join TRAIL | Contact Us" and the text "Search developed and maintained by the University of Washington Libraries Copyright 2010". At the bottom right, there are logos for "Center for Research Libraries GLOBAL RESOURCES NETWORK" and "GWLA".

TRAIL Information on the CRL Website

Members use this website to promote the work of TRAIL

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

Center for Research Libraries
GLOBAL RESOURCES NETWORK

RESOURCES FOR
Librarians
Researchers
Prospective Members

About CRL | Membership | Collections | Services | Forum | Archiving & Preservation

Home » Global Resources Forum » Global Resources Program » TRAIL

share: [Facebook] [Twitter] [LinkedIn] [Email] [Print]

TRAIL

Global Resource Network

About TRAIL

- Benefits of Membership
- Bylaws
- FAQs
- History of TRAIL
- How to Join TRAIL
- Steering Committee

Contact TRAIL

- Current Activities
 - Needs List
 - Glossary
 - Papers & Presentations
 - + Series List
- Member List
- Working Groups
 - Collections Working Group
 - Communications Working Group

trail TECHNICAL REPORT ARCHIVE & IMAGE LIBRARY

The **Technical Report Archive & Image Library (TRAIL)** is an initiative led by the University of Arizona in collaboration with CRL and other interested agencies to identify, digitize, archive, and provide access to federal technical reports issued prior to 1975. The TRAIL project began under the auspices of the [Greater Western Library Alliance](#) (GWLA). All [GWLA members](#) provided support in the early years of the TRAIL project.

Technical reports communicate research progress in technology and science; they deliver information for technical development to industry and research institutions contributing to the continued growth of science and technology. These highly detailed reports contain valuable information serving specialized audiences of researchers. While availability to more recent (1994–current) technical report literature has greatly improved with Internet access, legacy technical report documents remain elusive to researchers. Most large research libraries across the country have sizeable collections of federally funded technical research reports—frequently a million or more ranging from several pages to several hundred pages.

An example

...st Operations (AEC-CEX)
...ation for Medical Education
...ety Laboratory (AEC-HASL)

Search the Catalog | Search CRL.edu

Catalog Search Options »

QUICK LINKS

RECENT TRAIL NEWS

- Apr 3 2013
TRAIL Adds New Technical Reports

More News »

UPCOMING TRAIL EVENTS

- May 1 2013 - May 2 2013
TRAIL Annual Steering Committee Meeting

Events Archive »

FOLLOW TRAIL

- TRAIL on Facebook
- TRAIL on Twitter

- Why join
- How to join
- FAQs
- History

- Digitization in progress
- Reports needed

Events

Join Working Groups by contacting a coordinator

Find us on Social Media



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

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

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://trairdb.library.arizona.edu>

TRAIL Collection Processing Database

[Log in]

View institutions
Add an institution

View collections
Add a collection

View shipments
Add a shipment

View institutional contacts
Add a contact

TRAIL Wiki

Collections

Page 1 of 2, showing 20 records out of 40 total, starting on record 1, ending on 20

	OCLC Symbol	Project Begin Date
ates. Bureau of Mines.)	USBMI	2008-04-01
Report of Investigation (United States. Bureau of Mines)	BOMRI	2008-06-18
Technical Paper (United States. Bureau of Mines)	USBMN	2008-09-01
MDDC (Series) [Manhattan District declassification document]	MDDCS	2008-11-17
ANL (Series)	ANLSR	2008-10-01
Research and Development Progress Report (Office of Saline Water)	USOSW	2008-09-01
Special Handling Items		2008-03-04
NURC		
Economic Papers (USBM)	EPBOM	2009-05-26
Mineral Perspectives (USBM)		
Bibliography of Technical Reports		2010-08-25
Bureau of Fisheries - Investigational Report		2009-12-01
Miners Circulars (USBM)	MINER	2009-03-23
National Bureau of Standards circular (NBS Series)	NBRSC	2009-03-01

CRL Workspace Site for TRAIL

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

The screenshot shows the Confluence dashboard for 'The Center for Research Libraries COLLABORATION WORKSPACE'. The header includes a world map, the organization name, and navigation options like 'Dashboard', 'Browse', 'Sinai Wood', and a search bar. The main content area is divided into two columns. The left column contains a 'Dashboard' section with a welcome message, a 'New to Confluence?' section with a folder icon, and a 'Meet our Users' section with a profile icon. The right column features a 'Popular' section with tabs for 'All Updates', 'Favourite Spaces', and 'Network'. It lists several updates from users: Marilyn Von Seggern (2013 Febr 18 notes.docx), Sinai Wood (Conference Call Mtg Notes), Judy Alspach (2013 TRAIL Steering Committee Meeting), Marilyn Von Seggern (Needs), Mel DeSart (2013 TRAIL Steering Committee Meeting), Patricia Kirkwood (2013 TRAIL Steering Committee Meeting), and Adriana Popescu. At the bottom left, there is a 'Spaces' section with tabs for 'All' and 'Favourite', listing 'Documentation', 'International & Area Studies Collections', and 'Login' with icons for each.

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

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



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



QUESTIONS & COMMENTS



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