

The course outline below is a suggested one that will be modified depending on the interests and experience of participants. The mornings comprise lectures, mostly based upon material from *How to build a digital library* and practical demonstrations using Greenstone. The afternoons will be a practical, hands-on, laboratory-style workshop in which participants (a) consolidate the morning's material by studying the iMARK module *Digitization and digital libraries* and (b) learn how to build their own digital library collections using the Greenstone digital library software. The balance between these components (in particular between (a) and (b)) will be adjusted to suit the learning needs of participants.

Day 1	Morning Afternoon	Introduction to digital libraries (and to Greenstone) iMARK Conceptual overview (Lessons 1.1 and 1.2) Greenstone (Reader's Interface) Examining pre-packaged collections
Day 2	Morning Afternoon	Document formats iMARK Electronic documents and formats (Unit 2) Greenstone (Librarian Interface) Building simple collections (HTML, Word/PDF, Image) Making a CD-ROM/DVD collection
Day 3	Morning Afternoon	Markup and metadata; metadata formats (MODS and METS) iMARK Metadata standards and subject indexing (Unit 3) Greenstone (Librarian Interface) Adding metadata Building a comprehensive HTML collection
Day 4	Morning Afternoon	Digitizing documents, OCR Reaching out to other archives and systems (OAI, DSpace, ...) iMARK Creation and management of digital resources (Unit 4) Greenstone (Librarian Interface) Building a multimedia collection
Day 5	Morning Afternoon	Intellectual property issues Amazon ... Google Print ... what's the future of libraries? iMARK Copyright (Lessons 1.3 and 1.4) Greenstone (Librarian Interface) Exporting a collection (as OAI, METS, DSpace) Building a collection from scanned page images

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