

3rd partner meeting

community as opportunity: the creative archives' and users' network

co:op

Administrative meeting

Date	25 May 2016
	09.00 – 11.00 o'clock
Venue	The Regional State Archives in Visby, Broväg 27, 621 41 Visby (SE)

Agenda

1. General report by the Lead Partner

F. Roberg informed the project partners on the new Project Officer that is now the contact person between the project and the EU Commission.

Furthermore, Roberg reported briefly on the first co:op convention "Technology meets Scholarship" which took place in January 2016 in Marburg (DE). Transcripts of the presentation, power point presentations, videos of the presentations and images from the event are now fully available via the European Archival Blog.

2. Brief reports by Work Package Leaders

3. Upcoming events

WP1: Professional Training

This interim report based on individual WP1 partners' reports collected prior to the ICARUS/CO:OP meeting in Visby. Only definite events which were realized since the last CO:OP event in St. Pölten in November 2015 are included in this summary.

REALIZED BETWEEN NOVEMBER 2015 AND MAY 2016:

Complutense University Madrid (UCM)

- Seminar: "Realities and perspectives of virtual learning" (12/2015)
- Course "New times, new users. Digital repositories in libraries and archives"(12/2015)
- Seminar: "The network of the Spanish National Archives: past and future" (01/2016)

- Seminar "The history of writing: new customs, historic actuality" (Summer 2016)
- Seminar "The Archival Military System in the Community of Madrid" (Summer 2016)

University of Graz (Uni Graz)

- Conference: "Digitale Bibliothek 2016: Vernetzte Welten - Digitales Kulturerbe als öffentliches Gut" (25.-26.2.2016)
- Workshop by Beat Estermann, Claudia Garad, Sylvia Petrovic-Majer: "OpenGLAM" (25.2.2016)
- Lecture by Günter Mühlberger: "Transkribus for students: concept of an e-Learning application based on the transcription tool Transkribus" (15.12.2015)
- Lecture by Lorna Hughes: "From 'Digital Humanities' to 'Research Infrastructures'" (19.1.2016)
- Lecture by Richard Parncutt: "Statistical analysis of a music database to investigate historical changes in consonance and dissonance" (15.3.2016)
- Lecture by Rainer Simon: "Pelagios - Semantic annotation of historical place references in digital resources" (19.4.2016)
- Lecture by Walter Scholger: "Copyright Issues in digital research and education" (10.5.2016)
- Workshop by Rainer Simon: "Pelagios as a digital research tool and resource" (19.4.2016)
- 4 ECTS credits Course on "Digital Humanities and cultural heritage: opportunities and impact" by Lorna Hughes (Winter 2015/16)
- 4 ECTS credits Course on "Metadata for Cultural Heritage Material" by Georg Vogeler (Winter 2015/16)
- 4 ECTS credits Course on "Legal Aspects of Humanities Research and Digital Cultural Heritage" (Summer 2016)
- 4 ECTS credits Course on "Digital Scholarly Edition" by Georg Vogeler (Summer 2016)
- 4 ECTS credits Course on "Semantic Technologies" by Georg Vogeler (Summer 2016)
- "Virtual Collections" by Bernadette Biedermann (Summer 2016)
- 4 ECTS credits Course on "Knowledge Management in Cultural Studies" by Walter Koch (Summer 2016)
- Research by Philipp Maier in preparation of a publication on "Guidelines and Best Practices on Legal Issues and Licensing for Archivists and Curators" (ongoing)

University of Naples (UNINA)

- Archival Sciences Course by Antonella Ambrosio for the Students of the Degree Course in Archaeology and Art History (November – December 2015)
- Palaeography and Diplomatics Course by Antonella Ambrosio, for the Degree Course in Organization and Administration of the Cultural and Environmental Heritage and the Degree Course in History (March – May 2016).
- Lecture by Antonella Ambrosio: "Scrittura e produzione documentaria", in occasion of the study day celebrating the publication of the volumes III and IV of the "Storia e Civiltà di Penne", organised by Lucio Marcotullio, the Società Napoletana di Storia Patria and the Centro interuniversitario per la storia delle città campane nel medioevo, (15 March 2016).
- Lecture by Adele Di Lorenzo (University of Orléans): "Tradition and Innovation in Greek and Latin Acts from Norman Southern Italy", connected to the digital critical edition of the

medieval documents with MOM-CA and to the academic course in Diplomatics and Palaeography (17 May 2016).

- Research Project DIGITAL EDITIONS with MOM-Ca. The team, coordinated by Antonella Ambrosio and Georg Vogeler (University of Graz), The work are producing a digital edition and a Collection in Monasterium.Net of charters of S. Maria della Grotta Abbey. Between November 2015 and May 2016, the team completed the charters editions, has produced a manual for digital editions in MOM-Ca, has involved students, PHD students and postdoctoral students in the digital Editions of MOM-Ca.
- Professional Training of Ilaria Conte (November 2015-january2016) within the agreement signed between Icarus-International Centre for Archival Research and University of Siena on the online platforms, Monasterium.Net and Topotheque, at University of Naples, with coordination of Antonella Ambrosio;
- Professional Training of Antonella Mancuso and Elisa Balzano (February-May 2016) within the agreement signed between UNINA, Department of Humanities and MUSA - museum center of Agriculture (Portici, Naples) on the Topotheque platform to implementation data on Angerio Filangieri Archive in Topotheque, with coordination of Antonella Ambrosio and Maria Rosaria Falcone.

Hessian State Archive Marburg (HStAM)

- Conference “Technology meets Scholarship, or how Handwritten Text Recognition will Revolutionize Access to Archival Collections.” (19.-21.1. 2016)

Swedish National Archives (RA)

- Conference ““Transparency – Accessibility – Dialogue. How a creative archival landscape can effect society” (23.-25.5.2016)

Budapest City Archives (BFL)

- Round table “My Archives: Discussion over pleading” (13.4. 2016)

University of Cologne (UCO)

- Conference “Academia, Cultural Heritage, Society” (14.-18.3. 2016)

Croatian National Archives (HAD)

- 10-12 March 2016: “2nd Croatian ICARUS days” in Dubrovnik (HR) co-organized by ICARUS and the State Archives in Dubrovnik.

SCHEDULED FOR THE REMAINDER OF 2016:

- BISANU: University Course (12/2016), seminar by Frederic Kaplan (11/2016)
- UNINA: Seminar on Digital Archives organized in collaboration with ANAI- Associazione Nazionale Archivistica Italiana and State Archives of Naples, Naples (15-16.06.2016);
- Lecture by Antonella Ambrosio: “Digital critical editions of medieval documents on monasterium.net”, Nancy (9-10.06.2016);
- Leeds International Medieval Congress – co:op session on Southern Italy in the Norman and Staufen Periods, III: Documents and Digital Technologies, Leeds (4-7.7.2016)

- UCM: Course or Seminar "The electronic document management" (2016)
- Seminar "Panorama documentary in the cultural centers" (2016)
- UNI GRAZ: Workshop "Legal Issues and Licensing for Archivists and Curators" at ICARUS Meeting in Budapest (10/2016)
- 6 University Courses (from 10/2016)
- 4 Public Lectures (from 6/2016)

WP3: Triggering sensibility towards private collections - Topotheque

Budapest City Archives (BFL)

Being the Work Package Leader, the BFL coordinates the set-up of the "Topotheques" in the partner countries:

- Content of 3 local topotheques is already defined
- The first Hungarian topotheque will be opened in the city of Berettyóújfalu. Presentation of the Topotheque platform in Berettyóújfalu for the representatives of the city on 21 September 2015.
- The second, the "Városliget" topotheque, will be opened in Budapest. The topotheque manager is chosen. The content of the platform is in preparation.
- The third topotheque will be opened in the city of Tatabánya, now under negotiations.
- The fourth topotheque will be opened in one district of Budapest, in Budafok. This topotheque is under negotiations, too.
- The fifth topotheque will be opened in one district of Budapest, it has not chosen, yet.

University of Naples (UNINA)

- Topotheque for Recovery of Memory (Spring-Autumn 2016): A research project in collaboration between MUSA (Museum Centre of Agriculture Centre) and UNINA
- Topotheque "Museale delle Scienze Agrarie" set up but not yet online.
- Topotheque for Didactics (2015-2018)
- 15 June 2016: Topotheque for the Public History! The case of Vitulano City (IT)

Croatian National Archive (HAD)

- 19 June 2015: First Croatian topotheque "Ysterreich" online with over 700 items (<http://ysterreich.topoteka.net>)
- 11 March 2015: Workshop within the "2nd Croatian ICARUS days" in Dubrovnik (HR) introducing the functionalities and possibilities of this platform to the interested public
- During this conference, two topotheques, with assistance from two of our regional archives (State Archives in Slavonski Brod and State Archives in Osijek) were initiated.
- 11 March 2016: Set up of the topotheque "Osijek" overseen by a colleague from the State Archives of Osijek (AT) and currently preparing digitized material to go online.
- 15 March 2016: Set up of the topotheque "Brodsko - posavska županija" overseen by a colleague from the State Archives of Slavonski Brod and currently preparing digitized material to go online.
- Topotheques "Kastav", "Osijek", "Brodsko" set up but not yet online.

National Archives of the Czech Republic (NACR)

- May 2016: Topotheque "Podolí", a Czech village, online: <http://podoli.topoteka.cz/>
- May 2016: Czech village topotheque "Olesna" online: <http://olesna.topoteka.cz/>
- Topotheques "Velenice", "Krenovice", "Třebouchovice pod Orebem" set up but not yet online.

National Archives of Estonia (NAE)

- Topotheques "Tallin", "Tartu", "Karlova", "Uhtna" set up but not yet online
- 2 public info days which resulted in 2 Topotheques not yet public

Finnish National Archives (NA – Arkistolaitos)

- One test topotheque has been set up
- 2 "Bring your history" days in May and August

Historical Archives of Bizkaia (AHEB-BEHA)

- 30 December 2015: Topotheque "Bilbao - Seminario Diocesano" set up but not yet online.

WP4: Creative-pedagogical approaches to Open Archives

University of Naples (UNINA)

- UNINA is planning the establishment of contacts between schools and archival institutions, the introductory workshop in Spring 2017 (March-June) and the open archives day with pupils and the practical implementation of the film in the Autumn 2017 (September-December), too.

Meanwhile, a collaboration with ANAI-Associazione Nazionale Archivistica Italiana has been initiated and with it UNINA has adhered to the ANAI initiative "Get inspired by Archive!", a week of events to call the attention to the documentary treasures of Italian archives and the necessity of safeguarding them.

Within this initiative, Antonella Ambrosio held a lecture at school Liceo A. Genovesi, titled "Lo studio della documentazione storica. Un'avventura negli archivi" (17 March 2016).

With this school, during 2017, UNINA planned new initiatives among which the realization of an Adventure in Archives.

National Archives of the Czech Republic (NACR)

- Planning first "Adventures in archives" on 14 June 2016.
- Second "Adventures in Archives" in October 2016

Balkan Institute SANU (BIASNU)

- "Adventures in archives" at the end of 2016

Budapest City Archives (BFL)

- "Adventures in archives" in 2017

Finnish National Archives (NA)

- "Adventures in archives" in 2017

Swedish National Archive (RA)

- “Adventures in archives” in February 2016, films still need to be finalized

WP5: Team work - institutions and users

Network expansion and dissemination activities

National Archives of Estonia (NAE) - Dissemination

1. Public information day on Topotheques in Võru, Estonia 08.12.2016.
2. Birgit Kibal held a speech on COOP project activities at the Creative Europe Morning Coffee event in Tartu 08.02.2016
3. Liisi Taimre held a speech on COOP project activities at the Creative Europe conference Target: audience in Tallinn 06.04.2016
http://www.looveuroopa.ee/programmi-ulldinfo/konverents_sihtruhmpublik/international-conference-target-audience/
4. Public information day on Topotheques in Viljandi, Estonia 04.05.2016.
5. Liisi Taimre held a speech on COOP project activities at a information day targeted for local libraries. 05.05.2016

Hessian State Archive in Marburg (HSTAM) - Dissemination, Expansion Network

Organization of international convention (19-21 January 2016) “Technology meets Scholarship” in cooperation with READ. Results of the convention (paper transcripts, video recordings, ppt) available on the European Archival Blog.

Balkan Institute SANU (BIASNU) - Network Expansion:

Agreements with the National archives in Skopje as potential associated partner. Organization of a workshop with the National archives in Skopje to host during 2017.

University of Naples (UNINA) - Network Expansion

Contacts and agreements with various institutions which may join as associate partners to collaborate in project activities. For the moment we are in touch with the following institutions:

- Thesaurus S.a.s. (Naples, Italy)
- Amici degli Archivi Onlus (Naples, Italy)
- Fagus – Territori in crescita (Vitulano, BN, Italy)
- ANAI, Associazione Nazionale Archivistica Italiana, Sezione campania, (Naples, Italy).
- Fondazione Banconapoli (Naples, Italy)

UNINA has created a membership form which will be presented to partners in the workshop of the WP.

Advancing Team Work Through Technical Innovations.

University of Cologne (UCO) - Web 2.0 tools

Two main features which are currently in development. On the one hand this is the geolocation of charters based on certain attributes. Here the issueplace of a charter is displayed on a map. This feature will be available in the future in the Monasterium-platform. On the other hand, there is currently a Monasterium API in development. The aim of the API is to allow users to access data through predefined interfaces. This makes it possible to completely decouple the front end from the database. It provides the opportunity of being independent from eXist and allows the usage of new technologies such as NodeJS or AngularJS.

University of Cologne (UCO) – MOMathons

The first MOMathon took place on the last ICAR-US Meeting in St. Pölten, Austria (2015 November, 24.) and was held for 3h. The event was an off-line event, i.e. the participants were invited before to join the event in St. Pölten. After a short introduction, the participants were asked to do some predefined tasks. As data source we had decided to choose digitized editions, so it was not necessary to have any paleographic skills.

For this event, one task was to enter the date and, if available, the place to the given charter in the editor. This kind of information was extractable from the scan. Another task was to transcribe the text of the charter. The requirements for this task are the same as mentioned above.

For each task, the editor was configured to show up just the necessary input fields. It was done to reach a maximum of clearness and helps to reduce an upcoming error rate.

In total we had 15 participants and a total amount of 402 edited charters. Some errors inside the editor were found and were fixed recently.

The date of the next MOMathon is 14 June 2016 from 8:00 to 22:00
(<http://monasterium.net/mom/momathon>)

University of Cologne (UCO)

A virtual course using the potential of the Monasterium portal through a platform, planned for 2017, and other educational innovation initiatives. Also, this and next year UCM will start working on the design of a "Interactive digital repository Science Documentaries".

Organization of a seminar "Realities and perspectives of virtual learning at the University Complutense of Madrid". Madrid, 2 december 2015.

University of Naples (UNINA)

Diplomatics and Palaeography course (March - May 2016), held by Antonella Ambrosio (tutor: Maria Rosaria Falcone, Vera Isabell Schwarz-Ricci) for the Master Degree students in Organization and Administration of the Cultural and Environmental Heritage and the Master Degree students in History. The course integrated educational activities and scientific activities, uniting research on Critical Digital Editions in MOM-Ca and the specific objectives of the study of Diplomatics and of medieval charters. The students were engaged actively by employing Monasterium's tool MOM-Ca and by experimenting Critical Digital Editions in MOM-CA.

EUROPEAN ARCHIVAL BLOG

University of Cologne (UCO)

Since the ICAR-US-Meeting in St. Pölten, the co:op-blog (<https://coop.hypotheses.org/>) is technically ready and fits the co:op corporate design. It currently includes the required entries like imprint and a description of the project, made by Kerstin Muff. Some blog posts from our partners were already online.

One of the main topics is the co:op-READ-Convention in Marburg. Online available are the individual powerpoint presentations with additional pictures and a short biography of the speakers. More informations will be added soon.

National Archives of Estonia (NAE)

Blog posts: "It was the year 1965? the re-establishing of the regular ferry service between Helsinki

and Tallinn." "Virtual exhibition on Baltic refugee camps in Germany." "In search of lost colours of the terracotta figures." (The stories and accompanying pictures are sent to Elizabeth Steiger.)

BEST PRACTICE MODEL: ARCHIVAL KNOWLEDGE CENTRE

National Archives of Hungary NAH is continuing the activities of the network of the AKC correspondence about the project, duties, activities; maintenance of availability of databases in research rooms (Arcanum DigiTheca, Ecclesiastical Registers online) with proactive dissemination and proactive information for users: all research rooms give proactively information about the databases; the scientific colleagues collect and share information about the local archival publications and databases (they send weekly the infos to the project manager who edits them in a Google doc; this bimonthly updated doc is disseminated on the local CO:OP dashboards in research rooms by the local colleagues); all research rooms give proactively information about the archival material, the research opportunities and techniques, finding aids, other archival services etc. (Proactivity means giving information without direct request or question, based on the everyday routine and experiences while emphasizing the availability and value of the above mentioned databases). Moreover, we maintain a research blog called Aktakaland (Adventure of Akten/Files), 1-2 post/month (www.aktakaland.hu).

- Organization of a round table (13 April 2016) for discussion with users (50+ participants) about the research services
- Organization a professional training for research services staff (70+ participants) about the hot issues of research activities (personal data management and protection)
- Publication of a book about the coats of arms of the archival central building, this book is used in educational activities (22 Jan)
- Organization of a memorial exhibition on a famous Hungarian mapmaker, John Lipszky (1766-1826), this exhibition will be adapted in Baranya County Archives in autumn (event connected with a flash conference, 11 April. The topic inducted the info-gathering about the publications of maps of the counties).

Preparation of archival documents (newspapers, official bulletins, publications) for digitising and publishing.

WP7: Development of technical tools boosting audience development / content preparation

- **University of Cologne (UCO - Universität Köln):** for activities in general see PPP 'WP7-UCO@ICARUS – Visby': (<http://documents.icar-us.eu/documents/2016/06/coop-wp7-activities-by-ucp.pptx>)
- **Finnish National Archives (NA - Arkistolaitos):** The Finnish National Archives are organizing a study about file formats for the long-term preservation of text recognized digital images. For more, see attached paper. To be verified how this study fits to WP7 in general.
- **Budapest City Archives (BFL - Budapest Főváros Levéltára):** The archives will concentrate on the establishment of a topothèque tool system in Hungary (within WP3).

- **Balkan Institute of the Serbian Academy of Science and Art (BISANU - Balkanoloski instituti SANU):** BISANU is working on a database of cultural heritage to be included into MOM.
- **Czech National Archives (NACR - Národní archiv):** The archives are digitizing seals and descriptions in addition to the charters already in MOM (4.000 pieces). In cooperation with other archives in CZ new charters for MOM will be digitized. ICARUS is helping to put the digitized images on the Monasterium-platform.
- **Universidad Complutense de Madrid (UCM):** At present, UCM digitized the minute books of the former special school of sculpture, painting and engraving of Madrid (1857-1908), sponsored by the Faculty of Fine Arts at the University Complutense of Madrid. This project will end the next year and allow to upload the images and description repository Complutense University of Madrid, besides allowing the publication of a monograph. (reported via Email)
- **Partners not present at the meeting:**
 - National Archives of Hungary (MNL)
 - Croatian State Archives (HDA)
 - General Directorate of Archives Munich (GDA)
 - Historical Archives of Bizkaia (AHEB-BEHA)
 - Archive of the Diocese of St. Pölten (DASP)
 - Universidad Complutense de Madrid (UCM)

Further planned activities

- For technical support of WP1 (MOMschools), WP3 (topothek) & WP5 (MOMathons) see the respective minutes
- For a MOM-CA development plan see <https://github.com/icaruseu/mom-ca> and esp. <https://github.com/icaruseu/mom-ca/milestones>
- MOMathons: UCO & UNI Graz will organize the second MOMathon. This MOMathon will be announced on the Monasterium platform itself as well as via other dissemination channels of this project. This way the interested public's attention will be drawn towards the innovations of research possibilities manifested by the Monasterium portal. The next MOMathon will be held shortly after the co:op-meeting in Visby.

To do's

- Please let UCO know if you have ideas or need new tools for a better usability of MOM
- Please let UCO, UNI Graz and/or ICARUS know if you plan a workshop, seminar or similar on digitizing, describing & presenting charters in connection with co:op/MOM (cf. WP1/MOMschools).
- Please let UCO know if you have ideas for MOMathons (themes, tasks, aims, awards, locations) and MOMSchools.
- The Finnish National Archives keeps the member of WP7 informed about the planned study.

4. Administrative issues

Associated partners:

ICARUS will prepare a draft mail to gain associated partners for the project. UNINA has already prepared a template to be used by Associated Partners.

ICARUS will prepare a checklist for the Activity Reports to be send out by mid-June.

Financial Report:

The structure of the financial documentation is a preparation for the final audit – to make it as easy as possible for the auditors to check and understand it.

Currently the consortium spent about 700.000 EUR which is not enough for requesting the 2nd installment. 1.2 million must be spent before the 2nd installment can be solicited.

Therefore the interim report period will be prolonged until 30 June. Therefore we need your documentation for the mentioned until 31st July 2016 in order to deliver the report in September to Brussels

Deadline to submit the reports: 31.July 2016.

5. Any other business

None.