French pamphlets at the University of Maryland
- Approximately 10,000 uncataloged French pamphlets dating from 1622-1966; two-thirds are from the Revolutionary and Napoleonic eras
- No existing resources or language skills to address pamphlet backlog
- Low use due to poor level of representation in discovery tools

Project approach
- $5,000 seed grant funding from University's College of Arts and Humanities to pilot cataloging and digitization of French pamphlets
- Existing library staff formed project team to prioritize material, implement cataloging/digitization workflows, and conduct outreach activities.
- Funds from seed grant and subsequent National Endowment for the Humanities planning grant used to hire students and cataloger for cataloging

Step 1: Analyze
- Cataloger reviews spreadsheet
- Prioritize topics with input from advisors
- Students search for existing catalog records/digitized pamphlets
- Enter metadata in spreadsheet, including subject headings

Step 2: Catalog
- Pamphlets under 25 pages digitized in house, longer sent to Internet Archive with metadata
- Links to digitized pamphlets added to catalog records
- Cataloger reviews spreadsheet
- Merges existing OCLC records or creates new

Step 3: Digitize
- Prioritize topics with input from advisors
- Students search for existing catalog records/digitized pamphlets
- Enter metadata in spreadsheet, including subject headings

Challenges
- Perpetual lack of staff time for this special project
- Very difficult to reconcile needs of many different institutions involved in national project

Lessons Learned
- Increased access does not equal immediate use. Lack of use makes it difficult to devote significant resources to project.
- Needs of scholars should drive project
- Robust project management crucial for project success

Results
- 1323 pamphlets fully cataloged
- 459 pamphlets digitized and available via the Internet Archive
- Environmental scan of collection completed providing information about physical condition, related collections, and intellectual access
- Workflows and processes established to incorporate cataloging and digitization into ongoing work of libraries
- Scholarly resource created highlighting use of pamphlets for instructional purposes (Colony in Crisis website)

Next Steps
Transition to maintenance phase, national project is tabled
- Cataloging and Digitization continues, but no new resources are being dedicated to the pamphlets
- Grad students continuing work on Colony in Crisis website, as scholars not employees.
- Continue to monitor interest (e.g. downloads and website hits) to respond to needs of scholars.

People
- Graduate students from French Department
  - Role: inventory work and Colony in Crisis website
- Faculty from French Department
  - Role: advisory
- Special Collections librarians
  - Role: project management and advisory
- Subject liaison to French Department
  - Role: project management, outreach and publicity
- Cataloging staff
  - Role: creation of original cataloging records
- Digitization staff
  - Role: vendor contracts and in-house scanning services

$=grants funds used