4-15-2016

Shall We Dance? The Re-housing and Digitization of Gettysburg College Dance Cards

Avery N. Fox
Gettysburg College

Alexa R. Schreier
Gettysburg College

Follow this and additional works at: https://cupola.gettysburg.edu/librarypubs

Part of the Archival Science Commons

Share feedback about the accessibility of this item.

Recommended Citation
Fox, Avery N. and Schreier, Alexa R., "Shall We Dance? The Re-housing and Digitization of Gettysburg College Dance Cards" (2016). Musselman Library Staff Publications. 51. https://cupola.gettysburg.edu/librarypubs/51

This open access conference material is brought to you by The Cupola: Scholarship at Gettysburg College. It has been accepted for inclusion by an authorized administrator of The Cupola. For more information, please contact cupola@gettysburg.edu.
Shall We Dance? The Re-housing and Digitization of Gettysburg College Dance Cards

Abstract
The Gettysburg College Dance Card Collection contains over 100 dance cards from multiple accessions and of differing sizes and materials. The collection was previously kept in small, crammed boxes; its re-housing and digitization were an evident necessity. The needs and goals of this project were two-pronged: first, establishing physical and intellectual control over the items by building custom housing and enhancing item descriptions; and second, creating a digital collection featuring samples and highlights of the dance cards.

Keywords
dance cards, preservation, Gettysburg College, digitization

Disciplines
Archival Science

Comments
This poster was presented at MARAC, the Mid-Atlantic Regional Archives Conference, held April 14–16, 2016, in Pittsburgh, PA.

Creative Commons License
This work is licensed under a Creative Commons Attribution-Share Alike 4.0 License.
Shall We Dance?
The Re-housing and Digitization of Gettysburg College Dance Cards
By Avery Fox and Alexa Schreier

Abstract
The Gettysburg College Dance Card Collection contains over 100 dance cards from multiple accessions and of differing sizes and materials. The collection was previously kept in small, crammed boxes; its re-housing and digitization were an evident necessity. The needs and goals of this project were two-pronged: first, establishing physical and intellectual control over the items by building custom housing and enhancing item descriptions; and second, creating a digital collection featuring samples and highlights of the dance cards.

Re-housing

Digitization
The images below highlight each layer of the digital collection, from the landing page with searching options, to the metadata of each dance card.

Methods
The methods utilized to establish intellectual control included inventorying, photo-graphing, and ordering the dance cards chronologically. Physical control was imposed by creating custom housing for the dance cards, based on the measurements of each card. The materials used for the re-housing included polyvinyl acetate glue and single wall Perma/Cor B-Flute Corrugated Board for the base of the tray, and 3mm MYLAR to create a removable protective cover for each individual tray. The physical re-housing of the cards prompted the creation of a digital collection, accessible via CONTENTdm. An EPSON EXPRESSION 10000 XL scanner was used to digitize the dance cards.

Discussion
The primary implications of this project include:
• Extending the longevity and physical preservation of the dance cards. Previously stored haphazardly, the cards were highly vulnerable to damage.
• Significantly improving user searchability and access after the re-housing. Students and patrons were previously unable to efficiently browse and use the collection.
• Designing the project for sustainable growth of the collection in the future.
• Increasing the collection’s discoverability with its availability online.

As the largest freely available digital dance card collection online, “Shall We Dance?” has an impact beyond Gettysburg College patrons, and will benefit individuals around the world.

References

Acknowledgements
The Provost’s Office, Gettysburg College | Special Collections and College Archives, Musselman Library, Gettysburg College | With special thanks to Amy Lucadamo, Catherine Perry, Mary Wootton, and Dr. Ian Isherwood.