

2014 Junior Fellows Program Projects

1. Office of the Librarian, World Digital Library

Project Name: World Digital Library

Working with the World Digital Library (WDL), Descriptions and Metadata teams, prepare items received from more than 160 partner libraries for presentation on the WDL Website. Tasks include basic research and writing, fact checking, checking against authority files, and quality assurance.

Skills/Knowledge Desired: Basic computer skills; writing skills; foreign language abilities and interest in foreign cultures

2. Congressional Research Service

Project name: Congressional Research Service Centennial Display

Assist in creating a display of historical Congressional Research Service (CRS) memorabilia, work products, and the work environment to honor the 2014 centennial celebration. Tasks include locating photographs from the CRS archives, organizing and labeling display items, and coordinating the installation in display cases. Assist in preparing centennial celebration slideshows that will be featured on the CRS *Tuesday Morning Update* website and the online centennial display.

Skills/Knowledge Desired: Basic computer skills, including Microsoft Word and PowerPoint (or knowledge of other slideshow tools); experience in organizing photographs and images

3. Copyright Office

Project name: Copyright Historical Records

Research original copyright registration applications from 1898 through 1909 and prepare a finding aid. Works sent for copyright registration during this era included a variety of materials such as books, dramatic manuscripts, newspaper stories, sheet music, photographs, advertisements, and maps. The project may also include assisting with development of a new public outreach and education program on copyright-related topics.

Skills/Knowledge Desired: Basic computer skills; strong organizational and analytical skills

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4. Law Library of Congress

Project name: United Nations Gazettes

Inventory legal gazettes donated by the United Nations' Dag Hammarskjöld Library and compare to preexisting collections of the Law Library. Missing gazettes will be added to the Library's stacks, augmenting its already sizable collection of legal resources.

Skills/Knowledge Desired: Basic computer skills; ability to create Microsoft Excel spreadsheets; good attention to detail; organizational skills

5. Office of Strategic Initiatives, National Digital Information Infrastructure & Preservation Program

Project name: Collecting & Preserving Digital Culture on the Web

Investigate strategies for collecting and preserving web content that reflects the participatory culture or vernacular web. The work supports the field of ethnographic research that blends traditions in anthropology and folklore. Tasks include reviewing and synthesizing research about online communities, communicating with scholars and curators, and supporting the development of a report on preserving cultures on the web.

Skills/Knowledge Desired: Basic computer skills; online research skills; knowledge of online communities; communication and writing skills

6. Office of Strategic Initiatives, Educational Outreach

Project name: Developing a Primary Source Teaching Tool

Contribute to the development of a K-12 teacher resource that highlights items from the historical collections of the Library of Congress. Tasks could include conducting research on an historical topic of interest to teachers, selecting online primary sources for inclusion in the set, drafting text for a background essay and/or teaching ideas, and suggesting promotional ideas for spreading the word about the set among the K-12 audience.

Skills/Knowledge Desired: Online and offline research skills; writing skills; academic background in either United States history or K-12 education

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7. American Folklife Center

Project name: Digital Preservation of the Local Legacies Collection

Assist with the preservation of digital content in the Local Legacies Collection acquired to commemorate the Library of Congress Bicentennial. For the year 2000, the collection documents the creative arts, crafts, occupations, and customs representing traditional community life, as well as festivals, parades, and community observations of local and national historical events in the United States. Tasks include learning about digital preservation processes for optical media, floppy discs, and other unstable storage media; digital object management procedures; and content management systems.

Skills/Knowledge Desired: Basic computer skills; some knowledge of digital preservation

8. Veterans History Project

Project name: Digital Preservation Workflows

Assist with the digital preservation of United States veterans' oral histories in multiple formats such as audio and video media, manuscripts, graphic materials, and electronic media. Review and evaluate already created electronic files to assist Veterans History Project (VHP) staff in determining their long-term digital preservation needs. Write content descriptions for the personal narratives of veterans. Gain real world experience with the implementation of VHP's analog to digital and born-digital workflows.

Skills/Knowledge Desired: Basic computer skills, including Microsoft Access; familiarity with file transfer protocol software a plus; some prior experience working in an archive preferred; knowledge of United States military history

9. African & Middle Eastern Division

Project name: Letters from Afghanistan

Arrange letters to Radio Azadi from listeners commenting on conditions in Afghanistan. Sort and file by Persian and Pushtu languages and topic/subject, and create the topics/subjects for the filing system in consultation with staff. Re-house letters in preservation-quality storage enclosures.

Skills/Knowledge: Knowledge of either Pushtu or Persian language

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10. African & Middle Eastern Division

Project name: Persian Rare Book & Manuscript Finding Aid

Validate entries in a finding aid for Persian manuscripts and rare books by examining each of the collection items and correlating the information to standard references for these materials. Complete the finding aid by entering unlisted manuscripts and rare books held by the Library of Congress. The finding aid will be mounted on the Library's website.

Skills/Knowledge Desired: Basic computer skills, including Microsoft Word; ability to read Persian language

11. African & Middle Eastern Division

Project name: South African Pamphlet Collection Finding Aid

The South African Pamphlet Collection includes all formats and most subjects. Assist in completing an inventory of the collection to develop a finding aid and identify candidates and topics for future online displays.

Skills/Knowledge Desired: Basic computer skills, including Microsoft Word, Excel, and Office production software; scanning skills; research skills; attention to detail; area studies/international background recommended

12. African & Middle Eastern Division

Project name: Hidden from Plain View: Uncatalogued Hebrew Treasures

The collection of uncatalogued non-rabbinic books in Hebrew includes 18th and 19th century titles from places as far flung as Aleppo, Syria to Zhitomir, Poland. Organize the books alphabetically by Hebrew title to create a finding aid. Learn to use specialized databases of bibliographical information to determine the significance and rarity of select items. Based upon need, re-house items.

Skills/Knowledge Desired: Basic computer skills; ability to read Hebrew language

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13. Asian Division

Project name: Japanese Microfilm Reorganization Project

The Japanese microfilm collection includes important historical documents from the pre-1945, World War II period, which no other library holds. Compare the Library of Congress Online Public Access Catalog (OPAC) with the contents of the Japanese microfilm collection, identify discrepancies and missing records, create an inventory of the missing reels, and reorganize the microfilm collection.

Skills/Knowledge Desired: Basic computer skills; very good fluency in Japanese language, especially ability to read

14. Collection Access, Loan & Management Division

Project name: Carvalho Monteiro's Collection: Improving Access

The Carvalho Monteiro (CM) Library is rich in many diverse subjects, including Sebastianism, civil and ecclesiastic law, Portuguese culture and history, Italian opera libretti, art, architecture, decorative arts, archaeology, lepidopterology, and the flora and fauna of Brazil. The materials were dispersed among several special collecting divisions of the Library of Congress. Find, retrieve, and identify items from the CM Library to update the collection finding aid and the Integrated Library System catalog record. Update the image database created for this project by capturing digital images of select pages. Based upon need, re-house or stabilize items.

Skills/Knowledge Desired: Proficient in Microsoft Office software, especially Excel

15. Collection Access, Loan & Management Division

Project name: Miniature Collections

The miniature collection consists of books smaller than five inches that are regularly culled from the general collections for security reasons and provided special storage. Locate and retrieve miniature items. Improve access and minimize handling by augmenting the collection finding aid. Based upon need, re-house and label and/or stabilize items.

Skills/Knowledge Desired: Proficient in Microsoft Office software, especially Excel

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16. Geography & Map Division

Project name: Maya Poison Flask Inventory

The Jay I. Kislak Collection has one of the largest collections of Maya poison bottles and flasks in the world. These flasks contained various types of tobacco and other stimulants and were used by merchants traveling between distant Maya cities. Inventory the collection based on type, origin, iconography, and form, and document the flasks with digital images. Tasks include translating some of the glyphs on the flasks in consultation with staff to produce a digital Geographic Information Systems map of many of the flasks' archaeological provenance.

Skills/Knowledge Desired: Basic computer skills; interest in archaeology

17. Hispanic Division

Project name: Distant Neighbors: The United States and the Mexican Revolution

Locate materials for this bilingual English/Spanish online display about the Mexican Revolution in the Library's diverse collections. The website tells the story of the 1910-1917 period of the Mexican Revolution -- and the major impact it had on the United States -- through digitized images of photographs, engravings, broadsides, maps, manuscripts, film strips, and musical examples. Prepare preliminary captions for the images chosen and select text for display on the website.

Skills/Knowledge Desired: Basic computer skills; ability to read and speak Spanish language; some familiarity with Mexican and United States history

18. Manuscript Division

Project name: Mary Wolfskill Trust Fund Internship

Work in the Manuscript Division Reading Room and respond to reference inquiries received via telephone, electronic means, or in-person. Analyze reference requests. Investigate sources of information. Draft, revise, and deliver responses. Retrieve and re-shelve manuscript materials. Compile reader usage statistics.

Skills/Knowledge Desired: Basic computer skills; familiarity with web applications; knowledge of American history; ability to communicate effectively in writing; knowledge of integrated library systems, basic library applications, and other information technologies

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19. Manuscript Division

Project name: Manuscript Collections Processing

Assist with the processing of high-priority manuscript collections to make them accessible for research. Projects may include the arrangement and description of the papers of prominent Americans, such as diplomat and political activist Pamela Harriman, director and acting teacher Lee Strasberg, and other figures important in American history and culture from the nation's founding to the present.

Skills/Knowledge Desired: Knowledge of American history and culture; ability to organize, describe, and preserve manuscript material

20. Music Division

Project name: Music Legacy Collections: Bibliographic Access

Provide online bibliographic access for legacy materials in the Music Division. Create copy for original Integrated Library System catalog records of score materials currently hidden from bibliographic sight in the Division stacks. The project will likely focus on a particular area of concern (i.e., popular sheet music) and may be tied to current digitization initiatives.

Skills/Knowledge Desired: Basic computer skills; ability to read music; ability to learn quickly and apply strict standards

21. Prints & Photographs Division

Project name: 20th Century Photographic Collections Related to Architecture & Design

Organize, house, and describe photographs dating primarily from the 20th century to the year 2000. Examples of the type of collections include slides documenting the office of renowned American designers Charles and Ray Eames, and photographic prints, negatives, transparencies, and digital photographs by prominent architectural photographer Norman McGrath.

Skills/Knowledge Desired: Knowledge of 20th century photography, design, or architecture; experience working in a library, archive, or museum a plus

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22. Rare Book & Special Collections Division

Project name: Copyright Deposit Collection (1870-1897)

This collection contains original manuscript registration letters accompanied by deposit copies, ranging from title pages of monographs and journals, to colorful graphic advertisements and product labels, political campaign literature, and sheet music -- a real cross-section of American creativity and publishing history. Produce an item-level, searchable inventory, describing the content and condition of copyright records deposited in the centennial year 1876 and beyond. Using basic conservation techniques, re-house records in acid-free folders and boxes.

Skills/Knowledge Desired: Basic computer skills, especially Microsoft Word and Excel

23. Rare Book & Special Collections Division

Project name: Lessing J. Rosenwald Collection Archive

This is a joint digital program with the National Gallery of Art to reconstruct the Lessing J. Rosenwald Collection and make the contents of the combined collection of 15th century images available to scholars, researchers, and students. Use knowledge of Italian, German, and French to decipher ownership marks and update the existing collection database. Work with bibliographic resources and standard references on early printed books and illustration.

Skills/Knowledge Desired: Proficiency in Microsoft Access, Excel, and Word; ability to read Italian, French, or German; interest in rare books and database construction

24. Science, Technology & Business Division

Project name: 19th Century International Trade Resources Collection

Participate in an ongoing project to expand awareness of and access to 19th century serials in the collection that report on international trade, commerce, and finance, many of which contain detailed and extensive reporting of commercial activities around the globe. Review a selection of these publications to identify relevant titles that may be candidates for future digitization, describe their coverage, and integrate the discoveries into a web finding aid. The work will complement the existing Business and Economics Research Advisor [International Trade Guide](#).

Skills/Knowledge Desired: Basic computer skills; interest in history of commerce, trade, and finance in the 19th century; attention to detail

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25. Serial & Government Publications Division

Project name: Assessing & Promoting the Comic Book Collection

Assess the comic book collection for strengths and weaknesses to develop a web page that will highlight the collection for researchers. Review and selectively process comic book donations and prioritize significant issues for accession. Conduct a gap analysis of selected titles in support of copyright-claiming activities and conduct rights research with Copyright Office records in support of future digitization plans.

Skills/Knowledge Desired: Attention to detail; research skills; experience in writing for the web preferred

26. Serial & Government Publications Division

Project name: Pulp Magazine Collection: Promoting a Popular Culture Treasure Trove

Assess the pulp magazine collection (composed of film, original issues, preserved covers, and facsimile reproductions) for strengths and weaknesses, identifying gaps and missing issues to create a prioritized list of potential acquisitions. Conduct rights research with Copyright Office records in support of future digitization plans. Develop a web page that describes and promotes the collection for researchers.

Skills/Knowledge Desired: Attention to detail; research skills; experience in writing for the web preferred

27. Serial & Government Publications Division

Project name: Topics Pages for Chronicling America

Develop finding aids, called *Topics in Chronicling America* (1836-1922), to include subjects widely covered in the American press of the time. *Topics Pages* offer examples of stories related to a given subject and provide strategies for locating them in the database. These finding aids have enjoyed wide popularity with the nation's educators, mandated to teach students how to locate primary sources, because they help students master inquiry strategies, acquire information, visualize abstract images, and collate/present data and findings. *Topics Pages* also correlate directly with science, technology, engineering, and mathematics educational initiatives.

Skills/Knowledge Desired: Interest in American history; strong writing and communication skills; ability to do html markup

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28. Conservation Division

Project name: Optimizing Content on Library of Congress Preservation Website

Take existing Conservation Division treatment, assessment, and housing stories already created (including linked images), and using Dreamweaver™ software, encode them into html for placement on the preservation website. The work will involve design, layout, and encoding as well as self-editing to clean up errors following the completion of the initial encoding. The work will be given quality control review and then mounted on the *Conservation at the Library of Congress Website*.

Skills/Knowledge Desired: High-level computer skills, including Microsoft Excel; ability to do html encoding using Adobe Dreamweaver™ ; familiarity with website content management systems; ability to synthesize information; clear writing skills; basic understanding of metatags and DC metatagging standards; attention to detail; basic knowledge of Adobe Photoshop and metatagging in Adobe Acrobat

29. Preservation Research & Testing Division

Project name: Evaluating Degraded Audio and Video Media

The audio and video collections are carefully housed and stored. However, degradation of both the media (albums, tapes, discs, and film) and some housings puts the collections at risk. Assess pre-digitization cleaning methods for unplayable audio media and chemically evaluate the plastic cases and housing materials that are oozing plasticizers or fire retardants. Use analytical equipment such as gas chromatography-mass spectrometry and infrared microscopy to evaluate problematic housing materials and media, and assist in determining the best storage materials as well as in characterizing the degradation of the media.

Skills/Knowledge Desired: Background in one of the physical sciences (preferably chemistry or materials science)

30. Preservation Research & Testing Division

Project name: Technical Study & Examination of Rare Glass Flutes in the Dayton C. Miller Flute Collection

The Dayton C. Miller Flute Collection is world renowned and contains eighteen 19th century glass flutes that were made in Paris, mostly by Claude Laurent. Conduct a technical and conservation study of the glass flutes in consultation with scientists,

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conservators, a Music Division curator, and Catholic University glass scientists. Investigate links between environmental storage conditions and the material composition and current condition of the flutes. Tasks may include a condition survey under the supervision of a conservator, glassmaking to create samples of similar composition, and artificial aging of samples to assess different treatments for the glass. The study will lead to treatment and re-housing of the flutes.

Skills/Knowledge Desired: Background in one of the physical sciences (preferably chemistry or materials science); some experience in the conservation field, particularly with glass

31. Preservation Research & Testing Division

Project name: Non-Invasive Characterization of Paper & Its Condition

To preserve the historical paper-based collections, a rapid and effective method to assess the state of degraded paper is needed that is non-invasive. To develop the method, correlate near infrared spectroscopy, which is a fast and non-invasive technique, to more time-consuming and invasive methods of paper analysis such as pH and molecular weight distribution via gel permeation chromatography. Analyze test papers from ongoing iron gall ink treatment trials and process the data using multivariate statistical analysis, in consultation with scientists and conservators. The study will assist conservators to determine appropriate conservation measures and allow for the rapid assessment of collections.

Skills/Knowledge Desired: Background in one of the physical sciences (preferably chemistry or materials science)

32. Preservation Research & Testing Division

Project name: ASTM 100 Year Paper Aging Study

Participate in laboratory activities to investigate the natural aging of fifteen printing and writing papers archived at ten libraries/institutions since the year 2000. Conduct physical testing and some chemical analysis on the aged paper test samples. The results will inform future selection of high-quality materials to store and preserve collections.

Skills/Knowledge Desired: Basic computer skills; ability to accurately record data and observations; attention to safety procedures for handling laboratory equipment and chemicals

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33. Acquisitions & Bibliographic Access, Asian & Middle Eastern Division

Project name: 16th Century Hebrew Book Collection

Create initial bibliographic control records under the guidance of staff specialists for Hebrew books printed during the 16th century in Italy, Eastern Europe, and the Ottoman Empire. A finding aid for this collection, supplying details and information, will assist in searching and creating initial bibliographic control records. Although the collection comprises only one-quarter of the total printed during this period, it is representative of the whole in terms of genres and authorship and is highly comprehensive in terms of geographical span. It features almost all of the great printers of the Hebrew language from the 16th century.

Skills/Knowledge Desired: Basic computer skills; basic ability to read Hebrew language

34. Acquisitions & Bibliographic Access, Asian & Middle Eastern Division

Project name: Hebrew Artists' Books Collection

Create initial bibliographic control records under the guidance of staff specialists for a unique collection of books that are objects of art, i.e., books that represent collaboration between specialized presses and contemporary artists to create unique collectors' editions of Hebrew poems and literature. A finding aid for this collection, supplying details and information, will assist in searching and creating initial bibliographic control records. These extraordinary books range in size from miniature to elephant folio and are aglow with color and beauty.

Skills/Knowledge Desired: Basic computer skills; basic ability to read Hebrew language