

**IMLS NLG Collection Registry Entry Form**

**STEP 1: Edit General Collection Information**

[STEP 2: Assign GEM Subject Headings>>](#)

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[STEP 4: Add Contributing Institutions>>](#)

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**General Collection Information**

You may add, edit, or delete any of the information on this page. Clicking or mousing over the field name will present you with an information pop-up about the element.

Fields that required are marked with an \*.

You may also view [other collection registry records](#).

If you need to end the session before finishing your work, click the "Save File and Come Back Later" button at the [bottom](#) of the screen. All information you have entered or edited will be saved.

If all information below is correct, you can go to the next screen by clicking the "Save File and Go to Next Screen" button at the [bottom](#) of the screen.

\* [Name of digital collection:](#)

\* [Digital collection URL:](#)

(If web site is not yet available, please enter **Not yet available** in field.)

Search     Exhibit     Site map

[Type\(s\) of interaction with digital collection:](#)

Browse     Interactive learning objects

Other types of interaction with collection:

(Please list additional types of interaction separated by semi-colons.)

\* [Name of person acting as administrator for this collection:](#)

Personal names and email addresses collected through this instrument will be used only internally by UIUC project staff or the IMLS as contact information for the upkeep and maintenance of the collection registry. This information will not be made public in any way, and will not be shared with any third party. See the [University of Illinois privacy policy](#) for more information.

**First Name**

**Last Name**



\* [Email address:](#)

\* [Institutional affiliation:](#)

\* [Object\(s\)](#)

Books and pamphlets     Photographs / slides /     Music (audio files)

**represented in digital collection:**

Books and pamphlets

negatives

Music (audio files)

Newspapers

Posters and broadsides

Sheet music and scores

Periodicals

Prints and drawings

Physical artifacts

Interactive learning objects

Oral histories (audio files)

Physical specimens (plants / animals / etc)

Other objects:

(Separate additional terms with semi-colons. If possible, use the [LC TGM 2](#))

**\*Format(s) of digital items:**

image/gif

image/jpeg

image/tiff

text/html

application/pdf

audio

video

Other format types:

(Separate additional formats with semi-colons. If possible, use the [Internet Media Types](#).)

**Language(s) of objects, if textual, in digital collection:**

(Please list additional languages separated by semi-colons. If possible, use [ISO 639-2](#) codes.)

**Total number of digital objects in collection:**

**Frequency of additions to the digital collection:**

**Supplementary materials to the digital collection**

**(e.g. Teacher and Student Resources):**

Atlas

Contextual information

Related web sites

Bibliography(s)

Essay(s)

Teacher and student resources

Biographical information

Other supplementary materials:

(Please list additional types of material separated by semi-colons.)

General public

Genealogists/History Enthusiasts

Scientists

K-12 students

Undergraduate Students

Staff at peer/partner organizations

**Primary audience(s) for the digital collection:**

K-12 teachers and administrators

Scholars/Researchers/Graduate Students

Other audiences:

(Please list additional audiences separated by semi-colons.)

**Access**

**Restrictions:**

(\*required field if access restrictions exist)

**Copyright and other intellectual property right information:**

**Collection Development Policy:**

**Alternative access points**

(such as an OAI data provider or Z39.50 target):

**Metadata schema(s) in use, if any, to describe the items in the digital collection:**

Dublin Core (simple or qualified)

Encoded Archival Description (EAD)

MARC

METS

TEI Header

Locally Developed

Other metadata schemas:

(Please list additional schemas separated by semi-colons.)

Save File and Go to the Next Screen >>

Save File and Come Back Later

Reset Form; Do Not Save Changes

Questions? Comments? Contact Sarah Shreeves at [sshreeve@uiuc.edu](mailto:sshreeve@uiuc.edu) or 217.244.7809.

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