Kent Historical Society, Final report for the OHRAB grant
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Project Title: KHS Oral History Project

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Summary of Project Activities and Accomplishments

- Titles, series titles, dates and cubic footage/images scanned, of records addressed by your project.

The grant project focused on creating transcriptions of oral histories from the Kent Historical Society's (KHS) collection. Transcriptions were created using an automated transcription service (Happy Scribe). Current project volunteers (3) and one administrative assistant worked on the project. This work was largely centered around the following tasks: uploading audio files into the transcription service, providing quality assurance on the generated transcription files, and finally completed transcription files with the adjoining audio files into the existing collection into the [KHS Ohio Memory collection](#).

The automated transcription portion of the project is complete as of the time of this report, with 133 oral histories that were processed using Happy Scribe. As reported in the interim report, the cost for the transcription service had increased from the time of the initial grant application, however the historical society was able to cover the cost of the additional cost to complete the project.

Time spent on quality assurance by volunteers and the paid administrative assistant included the following activities: Cleaning up audio files with any incorrect characters, checking proper names and regional names that sometimes were not transcribed (Example, the street name of Depeyster was one that was frequently incorrect). After some experimentation, we were able to export the files and do a find and replace on frequently misspelled names.

To date, we have spent $813.95 on Happy Scribe transcription services between April to December 2019. A total of 238 hours of time has been spent on the project (140 hours, admin assistant, 98 hours volunteers). The time reported includes both reviewing and correcting transcriptions from Happy Scribe, as well as creation of manual transcription for the audio files that did not have good quality transcriptions.

Using the calculations for the volunteer rate, we report $2,419.62 from the 98 hours reported. For the paid administrative assistant hours, we report $1,680 paid out at a $12/hour pay rate.

- Copies of catalog entries and other finding aids (these might include screenshots, links, and before and after photos), if applicable.

Some oral history files are available on Ohio Memory, along with some transcriptions. We are continuing to both review transcriptions and add new content, and project to have this completed later this spring. The transcriptions are completed, but we have some remaining quality assurance to complete. The completed files are available at this link: https://ohiomemory.org/digital/search/searchterm/sound%20recordings!Kent%20Historical%20Society/field/format!contri/mode/exact!exact/conn/and!and/order/nosort/ad/asc

- Narrative of self-assessment about how the project met the objectives submitted in your application.

  Overall, the project went very well, with a few small issues. The first was the issue reported in the interim report, of the price of the Happy Scribe service had increased since we wrote the original grant application. Second, at times it was also difficult to coordinate work between a number of volunteers, particularly when one volunteer working on the project early in the grant period was not communicating completed work to the other project members. Third, we did underestimate the time to review and making corrections on the automated transcriptions. We did feel compelled to take the route that took a longer amount of time to ensure that the quality was high for better search functionality.

- An evaluation of the project's impact (such as increased researcher demand for the records or actions the organization will take to sustain the results of the project).

  The addition of the transcriptions will be a huge improvement in terms of searchablity and discovery of the material. It is difficult to measure this impact at this point in time since the supplemental transcriptions have not been online for very long, though we are anticipating that there will be increased usage of the collection. Particularly since the oral histories were previously uncatalogued and largely inaccessible outside of an in-person research appointment at the Kent Historical Society. The availability of the oral history files in Ohio Memory has increased awareness to the material, and there has been an uptick in requests for new oral histories.

- Quotes from local press coverage and also copies of articles cited.

  No press coverage as of yet, but we anticipate some coverage once the audio files and transcriptions have been uploaded, particularly in the KHS newsletter.

- Itemized list of expenditures. Include copies of invoices, checks and/or receipts.
  Happy Scribe invoices have been attached along with the submission of the report.