

# OHRAB Grant Interim Progress Report

Digitization of Dr. Arthur E. Thomas *Like It Is* U-matic Videotapes: Progress Through August 31, 2026

## Estimated percentage of project completed and number of items digitized

The project is approximately 75% complete.

To date, Wright State University Special Collections & Archives has:

- Prepared 70 *Like It Is* U-matic videotapes for vendor digitization.
- Delivered the tapes to contractor, Scene Savers, for preservation-quality digitization.
- Received 70 completed digital files from Scene Savers.
- Completed a quality control review of the returned digital files to verify file completeness and audiovisual quality.
  - During quality control, one tape originally selected for the project was found to be mislabeled and contained unrelated programming rather than a *Like It Is* episode. Consequently, this phase has produced 69 digitized *Like It Is* episodes instead of the anticipated 70.

## Summary of expenses

Grant funds have been used for the contracted digitization services provided by Scene Savers. Wright State has fulfilled one of the cost-share components through the funding of domestic travel to drop off the videotapes to Scene Savers. The remaining project expenses are the purchase of approximately 3 TB of server storage through Wright State University's CaTS Information Technology department as another part of the project's cost share. This purchase has not yet been completed but is planned before the end of the project period. Likewise, the other half of the domestic travel cost share to pick up the videotapes from Scene Savers has not yet occurred but is planned before the end of the project period.

| Expense Breakdown (Through August 31 <sup>st</sup> , 2026)                                                                                                                                                              |           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| Grant Funds: Scene Savers Contract Work                                                                                                                                                                                 | \$4513.75 |
| <ul style="list-style-type: none"><li>• Project management and set up</li><li>• Videotape Dehumidification</li><li>• Video Inspection and Cleaning</li><li>• U-matic Transfer to Master Files and Access File</li></ul> |           |

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| Cost Share: Domestic Travel (Drop-Off of Tapes to Scene Savers) | \$92.49 |
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## Staff and volunteer time

Approximately 28 hours of work on the project has been completed by Anna Helmig-Sampson, Digital and Preservation Archivist. This works including preparing the tapes for digitization, coordinating with the vendor, transporting materials, performing quality control on the returned digital files, and beginning to ingest digitized files into the department's digital archives.

Approximately 4 hours of additional project support has been provided by Lisa Rickey, Archivist and Collections Manager, who has begun the process of updating the ArchivesSpace finding aid and catalog records of the digitized videotapes and ordering 3TB of server storage for the department's digital archives.

No volunteer time has been used during this reporting period.

## Is the project on track?

Yes. The project is progressing as planned and is on track for completion well before the December 31, 2026 grant end date.

Remaining work includes:

- Completing the purchasing approximately 3 TB of server storage (currently in-progress).
- Completing ingest of the digitized files and metadata into the digital archives (currently in-progress).
- Picking up and reshelving the original U-matic tapes.
- Updating the ArchivesSpace finding aid and catalog records.
- Completing project outreach activities, including a blog post and social media promotion.

## Examples of publicity

No formal publicity has been released at this stage, as the project is still in progress. Public outreach, including a University Libraries blog post, social media announcements, and communication with the Wright State Newsroom, will occur upon completion of the project.