1. WIREFRAME: Town Website and Digital Storage for Digital Vault materials

LHC

Style: official Government/admin information/ transparency and access page

LHC page —
- *what LHC does,*
- *who LHC are,*
- *agendas, meeting minutes, etc.*

LHC documents:
- Projects spreadsheet
- Strategic plan
- Mission and vision, etc.

Maintenance: committee/town interface: Bi-weekly LHC updates with current documents: minutes, upcoming meetings, etc. Posting of documents, announcements.

LINKS

Link to LEVERETT HISTORY page

Link to DiGITAL VAULT ACCESS page

Link to PROJECTS page

Leverett History

Style: Attractive information page with pics

Intro to Leverett History 1 -2 paragraphs

Leverett Historical places 1 paragraph

Leverett Historical community (groups) overview 1 paragraph

Pictures

Minimal maintenance — eg quarterly update of links as they break or evolve — essentially a static page for people to read or use for referrals.

LINKS

LINKS to online collections: eg Digital vault, historical society stuff, library stuff

LINKS to groups and places with collections

LINKS to groups with Historical buildings, etc.

Digital Vault public access (Page on website)

Style: like a library catalog as it were

List of what's in the vault physically

List of what's been digitized with links to the materials themselves:
- stored in the digital vault itself
- stored at Internet Archive

List of LHC digital materials that are of interest to the public with links to the materials -

Maintenance: LHC Updating as new materials are put in the vault, e.g. monthly: Adding text to lists with links to the vault or other online materials

LHC Projects (maybe)

Style: Online "exhibit"

Media Presented in a user-friendly and interesting fashion with a paragraph each and embedded players, etc.

Links to the products/research in the Digital Vault eg interview transcriptions

Oral Histories
One Room School House

CemeteriesDB?

ASoWYA Slideshows

Maintenance: Essentially a static page but updates when new projects create materials or new materials from projects go into the vault on a project basis. Perhaps quarterly maintenance and every 6 months updates if necessary.

Town Clerk Web page on Town Website

Style: Government page

LINKS sidebar

Link to DiGITAL VAULT ACCESS page

Internet Archive:
Independent nonprofit that stores in the Cloud — only for library/archive materials

Digital Storage Vault:
- **Online storage** AND/OR
- **Town/small server in Town Hall**

- Materials from the vault that have been digitized have a "home" here (and many also on the Internet Archive)
- Digital documents and materials and products of the Leverett Historical Commission are stored here: One room schoolhouse files, Oral history files, ASoWYA Files, slideshows, pics, etc.
- Room for other digital files from the Town Clerk?

Maintenance: Uploading media and text files as they are produced or in monthly batches, depending on how actively digitizing and/or projects are happning. Adding categories when new types of materials or new projects are added

2. User Experience for Leverett History on Town Website and Digital Storage for Digital Vault materials

LHC (co-?) manages 4 pages on the town website:

User 1: searching for information about LEV historical documents and collections

User 2: searching for genealogical information

User 3: wants to attend a meeting about the mill

User 4: is coming to visit and likes history

User 5: wants to do a project about Leverett History for school, knows not what

User 6: searching for information about house

User 7: LHC Member finding information for a new project.

User 8: LHC Member storing and retrieving documents as part of committee work

User 9: LHC Member retrieving documents to feature on online LHC projects and Media exhibit

User 10: Town Clerk or person uploading to the digital vault for town clerk.

LHC Page

Link to LEVERETT HISTORY page | Link to DiGITAL VAULT ACCESS page | Link to PROJECTS page

LHC "working" committee page. **Dynamic**

LHC page —
- what LHC does,
- who LHC are,
- agendas, meeting minutes, etc.

LHC documents:
- Projects spreadsheet
- Strategic plan
- Mission and vision, etc.

Style: official Government/admin information/ transparency and access page

Leverett History

Informational page about the players and collections in Lev Hist. **Static**

LINKS to online collections: eg Digital vault, historical society stuff, library stuff | LINKS to groups and places with collections | LINKS to groups with Historical buildings, etc.

Text:
- Intro to Leverett History 1 -2 ¶
- Leverett Historical places 1 ¶
- Leverett Historical community (groups) 1 ¶

Pictures

Style: Attractive information page with pics

Town Vault public access

NOTE: because items are stored in more than one place, it does not necessarily work to simply give direct access to the digital vault. This page is a portal to more than one type of storage and information. **Slow dynamic**

List of what's in the vault physically

List of what's been digitized with links to the materials themselves:
- stored in the digital vault itself
- stored at Internet Archive

List of LHC digital materials that are of interest to the public with links to the materials - links to photographs

Style: like a library catalog as it were

LHC Projects and Media Exhibit
(this might take sub pages)

Curated access to the products/research by LHC in the Digital Vault. Media Presented in a user-friendly and interesting fashion with a paragraph about the project and embedded players, etc. **Static with periodic updates**

One Room School House Interview 1 | One Room School House Interview 2 — player on this pp

CemeteriesDB Opens in vault? Google sheets?) | ASoWYA Slideshows

Style: Online "exhibit" museum or magazine style

Town Clerk Web page on Town Website

Link to Town VAULT PUBLIC ACCESS page

Style: Government page

Digital Storage Vault:
- **Online storage** AND/OR
- **Town/small server in Town Hall**

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- Digital documents and materials and products of the Leverett Historical Commission are stored here: One room schoolhouse files, Oral history files, ASoWYA Files, slideshows, pics, etc.

- Room for other digital files from the Town Clerk?

Internet Archive: Independent nonprofit that stores in the Cloud — only for library/archive materials

Simplified User Flow for Leverett History on Town Website and Digital Storage for Digital Vault materials

User 1: searching for information about LEV historical documents and collections

User 2: searching for genealogical information

User 3: wants to attend a meeting about the mill

User 4: is coming to visit and likes history

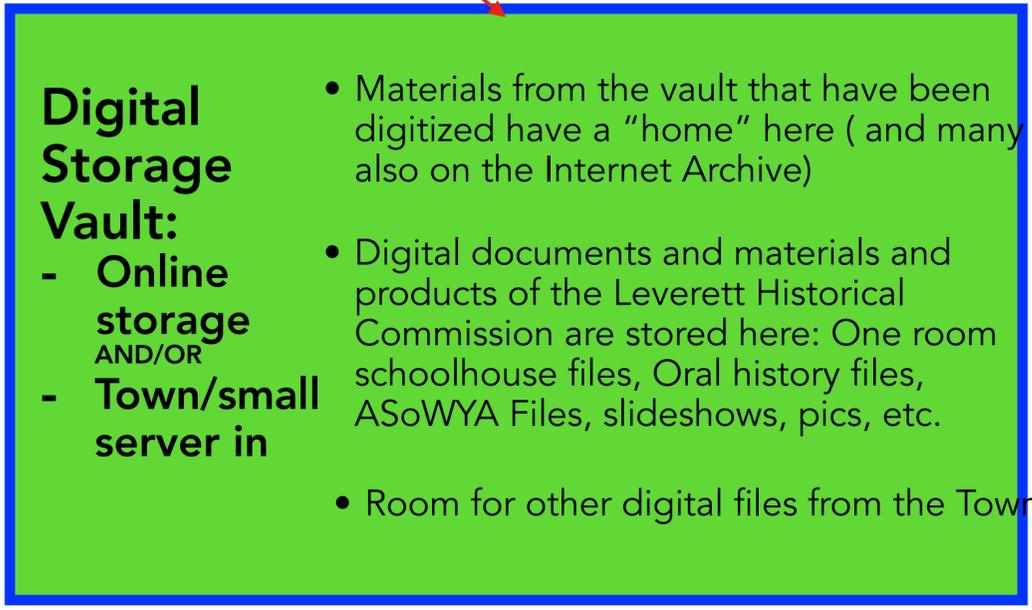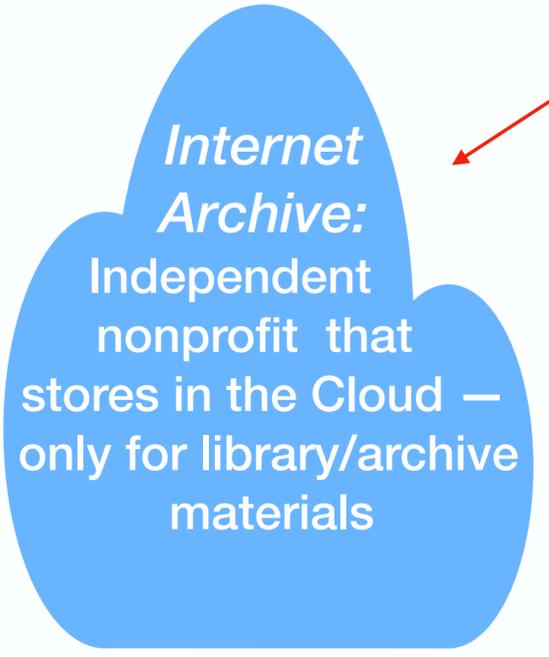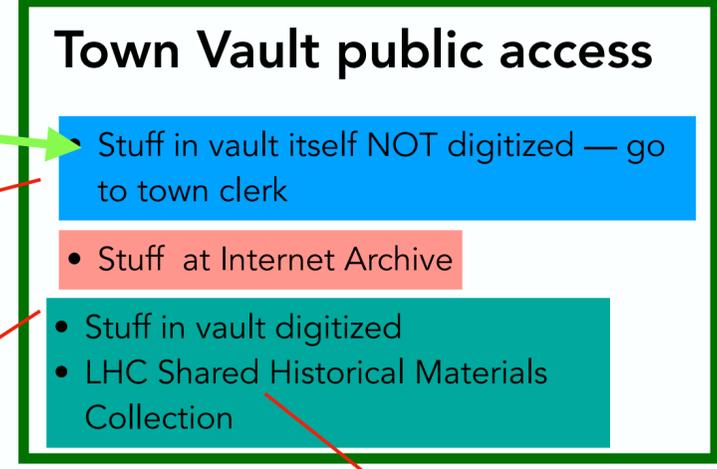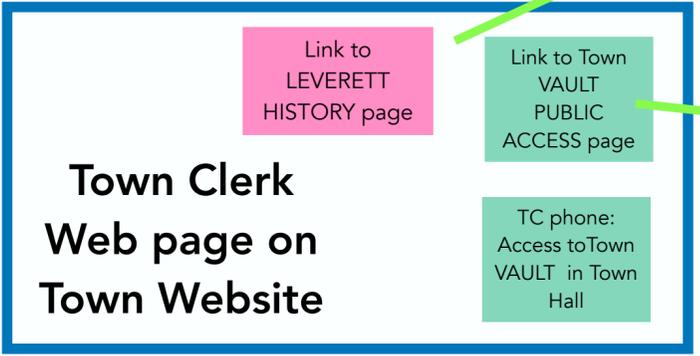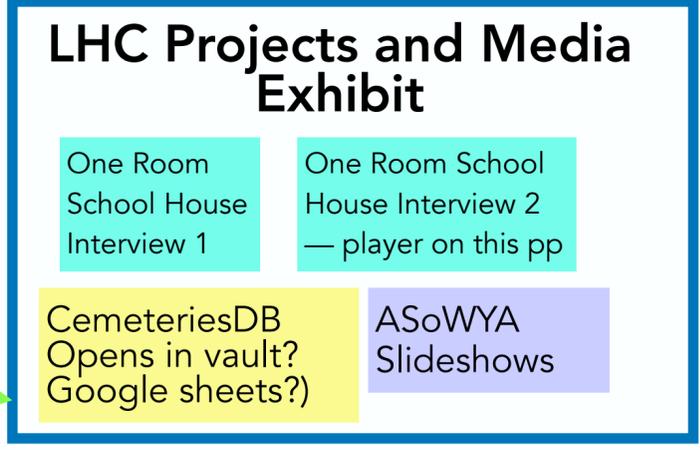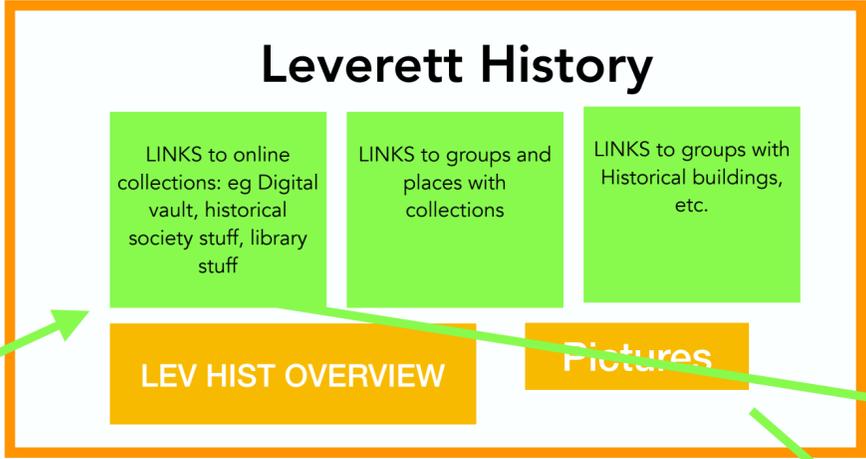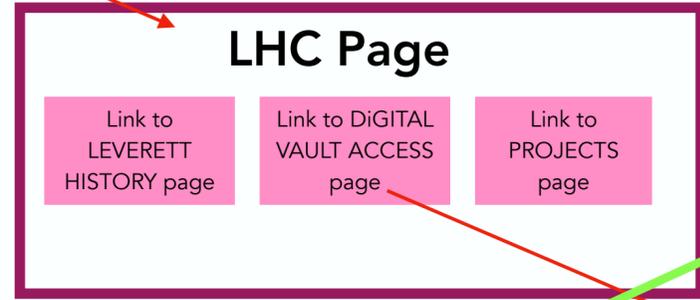**User 5:** wants to do a project about Leverett History for school, knows not what

User 6: searching for information about house

User 7: LHC Member finding information for a new project.

User 8: LHC Member storing and retrieving documents as part of committee work

User 9: LHC Member retrieving documents to feature on online LHC projects and Media exhibit

User 10: Town Clerk or person uploading to the digital vault for town clerk.

LHC Page

- Link to LEVERETT HISTORY page
- Link to DiGITAL VAULT ACCESS page
- Link to PROJECTS page

Leverett History

- LINKS to online collections: eg Digital vault, historical society stuff, library stuff
- LINKS to groups and places with collections
- LINKS to groups with Historical buildings, etc.
- LEV HIST OVERVIEW
- Pictures

LHC Projects and Media Exhibit

- One Room School House Interview 1
- One Room School House Interview 2 — player on this pp
- CemeteriesDB Opens in vault? Google sheets?)
- ASoWYA Slideshows

Town Clerk Web page on Town Website

- Link to LEVERETT HISTORY page
- Link to Town VAULT PUBLIC ACCESS page
- TC phone: Access to Town VAULT in Town Hall

Town Vault public access

- Stuff in vault itself NOT digitized — go to town clerk
- Stuff at Internet Archive
- Stuff in vault digitized
- LHC Shared Historical Materials Collection

Internet Archive: Independent nonprofit that stores in the Cloud — only for library/archive materials

Digital Storage Vault:
- Online storage AND/OR
- Town/small server in

- Materials from the vault that have been digitized have a "home" here (and many also on the Internet Archive)
- Digital documents and materials and products of the Leverett Historical Commission are stored here: One room schoolhouse files, Oral history files, ASoWYA Files, slideshows, pics, etc.
- Room for other digital files from the Town

Other groups eg Historical Society or FONLM or MACRIS

Digital Vault:
possibly a small server***
that lives in the Town Hall
backed up here plus elsewhere,
either online or on physical storage
that needs to be renewed
periodically

- Materials from the vault that have been digitized have a "home" here (and many also on the Internet Archive)

- Digital documents and materials and products of the Leverett Historical Commission are stored here: One room schoolhouse files, Oral history files, ASoWYA Files, slideshows, pics, etc.
  - Room for other digital files from the Town Clerk?

Suggestion: Network Attached Storage

- Disk Storage Capacity that is attached to a network so that various people can use it.
- In this case: located in the Town Hall and connected to the Internet
- Cost: Under $500 likely or even under $250? No fees
- Accessible directly to LHC members or to the public via a special account or computer in the Town Hall, all TBD
- Accessible to the public via links on the the Digital Vault Public access interface on the Town Website.