

Data Management Plan

The Roy Rosenzweig Center for History and New Media (RRCHNM) is committed to open-source software development and open access for all data and content. The Project Director will ensure that all of the data and content work of the project is published for public use as soon as it is available, and she will be responsible for assuring the project team adheres to this data management plan.

Transcribing and Reviving Early American Federal Records with Scripto and Omeka S will generate three different types of data: software code, software documentation, and digital assets of the *Papers of the War Department*. RRCHNM will maintain all data generated through this project in perpetuity.

Software: RRCHNM's experience with GitHub for software development has convinced us that it is the optimum platform to maintain and manage revisions and additions to *Omeka S* and its modules. All code for this project will be developed in public in RRCHNM's *Omeka S* GitHub repositories <github.com/omeka/omeka-s>. Following current workflow practice, we will create individual repositories for all code developed for the *Scripto* module and the Transcribe theme for *Omeka S* and will begin developing in public through GitHub. Any enhancements to the *Omeka S*, required during the migration of PWD's assets to *Omeka S*, will be merged into the core and available for all users through GitHub. By publishing on GitHub, we make it possible for users to follow the development of the project, to offer feedback early and often by creating issues that raise questions about our approach, to submit pull requests that contribute revisions to *Scripto*, and to fork the code to adapt it for their own use and adaptation. RRCHNM's *Omeka* team monitors issues and pull requests both through GitHub's email notification system, and through the integration of repository activity feeds into our Slack channel. As a result, community contributions get prompt attention and consideration from the developers. The software produced will be release under a GNU GPL 3.0. license.

Documentation: All technical workflows and guides written for advanced developers and for end users will be published with all other *Omeka S* documentation and released under a Creative Commons By Attribution 4.0 license. Developer documentation is currently updated and available in GitHub, <https://github.com/omeka/omeka-s-developer>, together with the end user documentation: <https://github.com/omeka/omeka-s-enduser> By writing the documentation in Markdown in GitHub, the *Omeka* team, and all users, can easily locate, update, and pull these documents from GitHub and publish on other webpages while offering version control through one main repository.

All **code** and **documentation** will adhere to existing work flows well established by the *Omeka* team, and as a result will be maintained and incorporated as part of the existing body of code data. The *Omeka* development team is committed to sustaining and maintaining all code and documentation generated by this project through the funds committed by the Corporation for Digital Scholarship.

Digital Assets of the Papers of the War Department Website: All existing and new digital assets located in the *Papers of the War Department* website <wardepartmentpapers.org> developed during the course of the project will be migrated to the *Omeka S* platform. Once PWDs digital assets are moved

to *Omeka S*, the project team can manage the data more easily than in its current state. With the migration complete, PWD's digital assets--descriptive metadata, files, and transcriptions—will be deposited in George Mason University's institutional repository system, <http://mars.gmu.edu/>. The public website itself will be maintained on the RRCHNM server system, which provides a fall-back array of servers to support its integrity and to remain available to researchers at all times.