

L-7 1/8

California State Library
Library Services and Technology Act

RECEIVED
CALIFORNIA STATE LIBRARY
BUDGETS

Quarterly Narrative Report
LSTA Form 7

2009 FEB -9 PM 1:03

Quarter:

- First quarter – Jul, Aug, Sept.
- Second quarter – Oct, Nov, Dec.
- Third quarter – Jan, Feb, Mar.


This report is due quarterly, thirty (30) days after each three-month period of the project's duration. Note that failure to submit these reports within the timeline of the grant program could jeopardize receipt of the final 10% grant payment. Submit ORIGINAL (please sign in blue ink) and TWO copies of the report to:

California State Library
Budget Office – LSTA
P.O. Box 942837
Sacramento, CA 94237-0001

Date: 1/30/2009

Grant Award ID #: 40-7007

1. **Grantee:** San Diego State University Library
2. **Project:** LHDRP
3. **Describe significant events of this project report period. Relate activities to specific project objectives. Attach project statistics, publicity, publications, etc.** Materials selected for digitization were cleaned and shipped. Two shipments and resulting digital images have been returned. The glass plate negatives did not scan well. We will attempt to rescan in house. The lantern slides are producing good quality digital images. Slides in the second shipment were damaged. Contentdm was installed and we have outlined metadata appropriate for the images.
4. **Outline planned activities for the next quarter. Note: if these differ from activities proposed in the application for this period.** Considering the damage to the lantern slides we will re-assess the selection of materials to be sent for scanning. We will likely complete the metadata for all the scanned images.
5. **Is the project on schedule as described and approved?** yes no
Is the project within budget as approved? yes no
 If either box is checked "no", describe what corrective actions are being taken.
6. **Note any other present constraints or foreseeable problems that may affect the outcome of the project. How can such problems be overcome?**

7. **Signature:**  **Title:** Digital Collections Librarian
(Please sign in blue ink)

8. **Telephone:** 619.594.2656

E-mail: mlamont@rohan.sdsu.edu

Doc.#12848