

Digital Memories Manifold Publication Volume V Proposal

Digital Memories: Theory and Practice

Prof. Aránzazu Borrachero

Lini Radhakrishnan and Cathy Melamed

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Collaboration and Digital Humanities Projects

Students in Professor Aránzazu Borrachero's Spring 2025 class, *Digital Memories: Theory and Practice* are contributing their perspectives on a wide array of digital projects with the goal of enhancing their own understanding of the DH framework, studying different ways of preserving digital memory and evaluating the effectiveness of the varying approaches in these digital contributions. As editors taking on the responsibility of curating the collection, we chose to champion the egalitarian approach that foregrounds the notion of co-creation and participatory practices integral to building collections (Tureby and Wagrell 2022). We settled on the theme of collaboration to ensure that the voice of the classroom community is considered in every possible aspect of assembling the volume, in a way also responding to the issues highlighted by DH scholars concerning missing/silenced voices of communities that collections purport to represent (Lee Brown et al. 2023). The volume is envisioned as a collaborative endeavor and the process is designed to facilitate that collective vision. In their reviews of the DH projects, the participants will be encouraged to consider existing collaborative aspects that work well in the individual projects and suggest potential areas of collaboration that could further benefit these projects.

In carrying on the tradition of publishing the Digital Memories project reviews, the editors of the upcoming volume, *Digital Memories Volume V*, benefited from the knowledge showcased and preserved in the earlier volumes. Past editors made the effort of documenting their processes and learnings, thereby creating valuable resources for future teams. We will continue to contribute to the resource pool by adding newly created resources for future reference. The fact that the editorial team on each volume introduced novel features implies that the knowledge bank inspired further modes of innovation. The inherited resources from past volumes provided a sense of community and led us quite organically to the theme of collaboration. The collective formed over time and across volumes has empowered the diverse student body and found a way to codify resource sharing that in its own small way follows the liberatory framework proposed to dismantle traditional hierarchies while facilitating “open-ended making and remaking.” (Caswell 2021)

The Process of Collaboration

Collaboration is a foundational block of the Digital Humanities field, and the process of the project lifecycle will be constructed to enable practice of the theme in all critical aspects of the project. The class can choose their projects either from the wide range of options provided by Professor Borrachero or exercise their freedom to shape the collection by onboarding projects discovered in their explorations of the DH landscape. The diversity of contributions emulates the notion of a community archive built on the principles of autonomy and self-sustainment. The DH projects included in the volume will be provided an additional avenue for visibility and archival in a world where digital initiatives tend to disappear rapidly (Baines 2020). The authors and editors will utilize Miriam Posner's approach of deconstructing digital projects to facilitate their assessment of the projects under review.

Review Process

The editors will integrate the review methods into the processes set up for the course to minimize any chance of disruption. The class will be introduced to the theme of the volume early in the cycle. Two weeks before the first reviews are due, a [style guide](#) with the review format and associated guidelines will be released and discussed in class. The theme is addressed in the form of two questions added to the template. The questions are designed to tie the submissions to the central theme, while being open to interpretation to suit the individual project's unique sensibilities. The style guide will be included in the [same google document](#) provided for the class submissions. The editorial team will provide their first reviewed submissions as samples for further clarity.

The [sign-on sheet](#) set up for the class to choose their projects for review will also be utilized to track and communicate the status of review submissions. The status updates will be enabled by adding a column that will move through the review cycle statuses. Once the authors submit their reviews, the status column will be changed to "Submitted." After the editorial review is completed and the feedback is available, the reviewer will update the status to "Comments Available (Editor)." The reviews are in no way intended to influence or compromise the authorial voice. All review comments and edits are provided as suggestions that the authors are free to accept or reject as they deem fit for their contribution. After the authors review the suggestions and make the desired edits, they will record the status as "Edits Completed (Reviewer)" in the sign-on sheet. The editors will look through the changes and move the status to its final state of "Completed."

At the end of the first two review cycles, the editorial team will solicit feedback from the class on the review style through an anonymous poll. The class comments will be used to improve the reviewing methods for the next review cycle. For the third review, the authors can conduct an audio/video style review instead of the standard written form. [Step-by-step instructions](#) to record through Zoom and generate a transcript have been provided as a recording option. The reason for restricting the option to the third review cycle is to enable authors to apply the learnings from the earlier reviews and minimize the chances of rework. The output will follow the template in the style guide with the exception that instead of the narrative in the final section, authors will provide a YouTube/Vimeo link to their review along with the transcript.

Publication Content

Digital Memories Volume V will contain an introduction and 33 to 36 project reviews submitted by the class. The editors will write an introduction in the volume to explain the collaborative aspects and the philosophy that drove the collection. The team has requested Professor Aránzazu Borrachero contribute to the introduction and provide valuable insights to the ways collaboration has functioned and evolved across the volumes.

The logo/cover page for the volume will be selected through a collaborative process. A logo contest will be initiated and interested participants can make their design submissions in a [shared document](#). An in-class poll will be conducted to choose amongst the options and the most popular option/s will be featured in the Manifold hero block cover and background image.

Publication Process

The editors will discuss and finalize the Manifold layout subscribing to the overall vision of simplicity and clarity. After the class submissions go through the editorial review process and all the edits are finalized by the authors, the editors will create the markdown text to prepare the text for ingestion into Manifold. The team will create metadata, insert tags in the project properties in Manifold from the keywords identified in each review, insert thumbnail images of the related home page screenshot in the table of contents, include cover pages linked to the related project site, and add resources including project documents (proposal, markdown text, style guide, logo submission document). The inserted tags will be used by Manifold internally to optimize search results. Each review will be ingested as a separate text in Manifold. The next step will be to test Manifold functionality and make any required improvements to the user interface.

The Manifold publication will be presented to the class on May 14. The feedback of the class will be gathered, and appropriate changes will be incorporated to prepare the site for final submission.

Audience

Digital Memories Volume V aims to continue the tradition established in earlier volumes of documenting the publication process that reflects an understanding of its intended audience. These documents serve to facilitate collaboration within the Manifold community by sharing learnings and best practices. The intended audience include:

- Digital humanities community seeking perspectives on a varied collection of digital memory projects
- Faculty and academics exploring the collaborative possibilities of open publishing platforms for their classrooms and scholarly communities
- DH student community interested in learning to build digital projects
- Digital humanities scholars conducting environment scans for grants and scholarly projects

Data and Sources

The class is reviewing suggested digital projects listed by Professor Borrachero as well as ones discovered by the students. The reviews include archiving of relevant pages that will aid in preserving these projects and the content evaluation will expand the reach. With each student reviewing three projects and some reviews being done collaboratively as a team, there will be 33

to 36 submissions. The cover image in each review will be a screenshot of the home page that will link to the related website.

The resources created to facilitate the publication such as the style guide, logo submission document, and markdown text will be uploaded as reference for future creators. The editors will also capture screenshots of the website home page in Manifold resources.

Work Plan

- ✓ February 19, 2025
 - [Style guide](#) released and introduced to class.
 - Communication protocols set with review status being tracked in [sign-up sheet](#).
 - Sample project reviews provided in [submission google doc](#).
- ✓ March 5, 2025 – April 23, 2025
 - First project editorial review comments returned by March 15.
 - Editorial review feedback request posted to course forum on March 15.
 - Second project reviews and Editorial review feedback due on March 19.
 - Editorial review feedback request posted to course forum on April 2.
 - Third project reviews due on April 2.
 - Editors to return feedback for all reviews before April 12.
 - Reviewers to finalize all edits by April 23.
 - [Logo submissions](#) due on April 23 and a class vote to choose the logo/cover page for Volume V will be conducted in class on the same day.
- ✓ April 23, 2025 – May 13, 2025
 - Editors create Manifold layout.
 - Create separate markdown text for each review.
 - Ingest all the text into Manifold.
 - Create metadata, insert tags, add cover pages.
 - Add resources including project documents (proposal, markdown text, style guide, logo submission document)
 - Test Manifold functionality and make improvements to the user interface.
- ✓ May 14, 2025 – May 21, 2025
 - Editors present Manifold site for *Digital Memories Volume V* in class on May 14.
 - Gather feedback from the Professor and the class.
 - Incorporate relevant feedback and conduct final tests.
- ✓ May 22, 2025
 - Project submission.

Final Product and Dissemination

The final project will join the earlier volumes published on Manifold showcasing and advancing an ongoing tradition of collaboration. We will reach out to the CUNY community through the CUNY network and the CUNY Manifold team. The editors will consult with Professor Borrachero for ideas about sharing Volume V more widely as well. Possibilities may include social media and digital humanities institutions at other universities, both in the US and abroad.

Citations

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Posner, Miriam. "How Did They Make That?" 2014, archive.org/details/howdidtheymakethat

Tureby, M. T. and Wagrell, K. (2022). Crisis documentation and oral history: Problematizing collecting and preserving practices in a digital world. *The Oral History Review*, 49(2), 346-376.