Category	Activity	Familiarity		
		Check one:	None	Some
Biodiversity Heritage Library				
	BHL vision & mission			
	Searching book title			x
	Searching journal article			x
	Searching author			x
	Searching collection			x
	metadata structure			xxx
	Collections scope			xx
	BHL Collections Management process			xxx
	selection for digitization			xx
	digitization			xxx
	metadata assignment/enhancement			xxxx
	curation		x	xx
	Admin dashboard		x	xxxx
	Pagination		x	xxx
	statistics		x	xx
	Copyright?		x	xx
BHL Outreach plan (frequency of…how it is done for the tools we use)				
	facebook posts		xx	x
	blog			xx
	twitter			xx
	instagram		x	xx
	pinterest		xxxx	x
Internet Archive				
	Finding BHL materials			xx
	Scope IA		x	xx
	Editing?		x	xxx
	Ingest process (timing, how it is done)		x	xxx
Tools				
	Macaw			xxxxx
	Python		x	xx
	Google Refine			xxx
	Omeka		xx	x
	BHL Exhibitions tool		xxxx	x
	spreadsheets			xx
	TEI		x	xxx
	DAMS		xx	xx
	MARC		x	xx
	Survey tools			xxxx
	Issue tracking tools for cross-institutional collaboration			xxxx
	Other			R!
Transcription Experience				
	Smithsonian tool		x	xxx
	From the Page		x	xxx
	Digi Vol		x	xxx
	Mechanical Turk		xxx	xx

	Transcribed pages		x	xxx
Digital Libraries (other)				
	HathiTrust			xx
	DPLA			xx
	Europeana			xx
	Other			
Digital Libraries 2				
	Curation			xxx
	Lifecycle			xx
	Preservation (NDSA)			xxxx
	Workflow			xxx
	Formats		x	x
	Web Archiving		x	xxx
	Sustainability		x	xx
Biodiversity literature				
	Accessed and read			xxxx
	Reference answers		x	xxxx
Taxonomic names				
	familiar with organism names			xxxxx
	use in BHL			x
User Surveys				
	design		x	xxx
	carried out		x	xxx
	focus groups		xxx	xx
	analysis			xxxx
UI				
	design			xxxxx
	functional and technical requirements			xxxxx
	evaluation		x	xxxxx
Repositories (which ones)				
	deposit		x	xx
	architecture		x	xxx
	development		x	xxx
	evaluation		x	xxx
Crowdsourcing				
	participated in events		x	xx
	participated in verification		xx	xx
	evaluation			xxx
Communication				
	Virtual			
	Face-Face			
	Presentation of work			
OCR experience				
	implementation		xx	x
	corrections		x	xx
	evaluation		x	
Full text search				
	use		x	xxx

	implementation		xx	xxx
	evaluation		x	xxx
Webinars				
	viewing			xx
	development			xxx
	evaluation		x	xxx
Museum experience (visit or work)			None	Visit occasionally
	Natural History Museum			xxx
	Art Museum			xxxx
	Other Museum			xx
	Botanic Garden			xxxx
	Research Institute		x	xxxx

Advanced	Notes	
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