

# Using Aeon to Track Rights- Restricted Digital Content

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# Current Situation

## inSite Archive

[Submit Request](#) [Clear Selections](#)

### Container List

#### PROJECT BOXES

1992  
1994  
1997  
2000  
2005

#### WORKING FILES

1992  
1994  
1997  
2000  
2005

Post 2005

Images & Artifacts

#### PROJECT MEDIA

Viewer Copies

Master Copies

#### ADMINISTRATIVE FILES

#### IMAGE FILES

Digital Media

Color Slides

## PROJECT MEDIA

### Scope and Content of Series

Series 3) PROJECT MEDIA: Arranged in two subseries: A) Viewer Copies and B) Master Copies.

A) Viewer Copies: Compact discs and DVDs, mainly reformatted from media in the Master Copies subseries. The subseries is arranged by format, then by inSite version. Items include both sound and video recordings, documenting projects, lectures, and various events from inSITE94, inSITE97, inSITE2000, and inSite\_05.

B) Master Copies: Includes a number of formats: Betacam, VHS, cassettes, compact discs, DVDs, Hi8 metal-P cassettes, microcassettes, mini digital video cassettes (DVM), and removable hard disk cartridges. Copies in this subseries include documentation of projects, press conferences, tv spots, lectures, and events from inSITE94, inSITE97, inSITE2000, and inSite\_05. Each individual item was assigned a specific project number by inSite staff. Items are arranged by format, then by item number. Items in this subseries are restricted and permission must be gained from the director of Special Collections & Archives before viewing. However, many of the items in this subseries have been reformatted and are available in the Viewer Copies subseries.

## Viewer Copies

### Compact Discs

1994

Request Box 254

94-34, Allan Kaprow, *Muezzin* - Audio documentation

Request Box: 254

94-35, Cindy Zimmerman, KPBS press coverage, January 9, 1994

Request Box: 254

94-38, Lynne Cooke MCA lecture, San Diego, 2 discs, December 2, 1993

Request Box: 254

94-39, Focus discussion, January 9, 1994

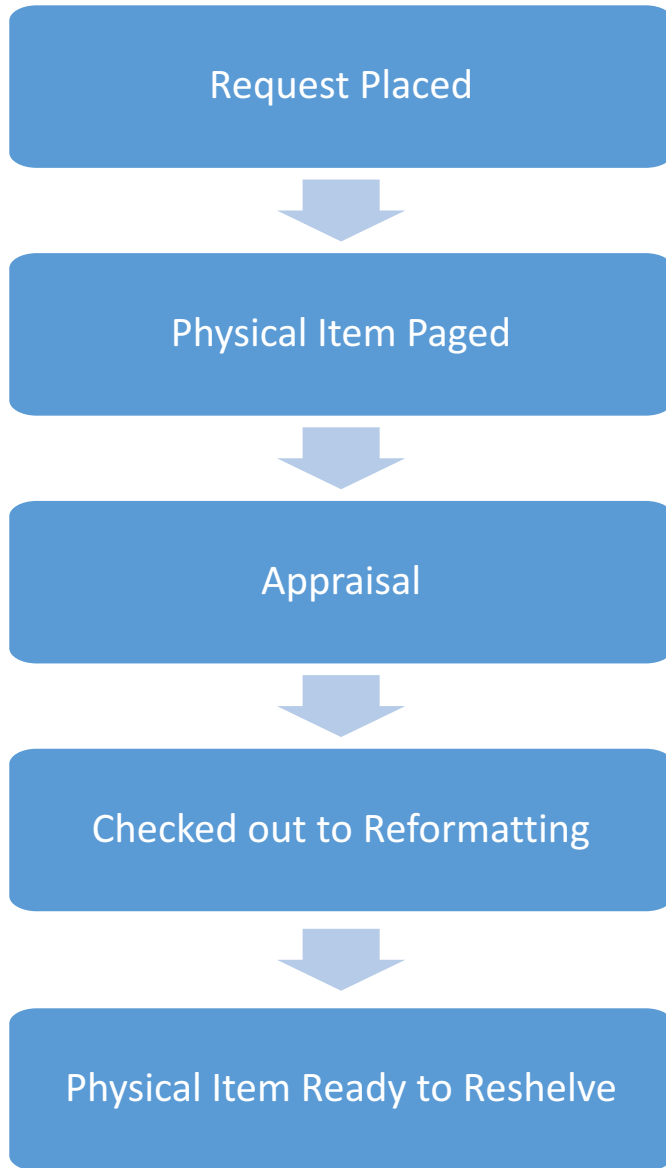
# Workflow + Communication

- Physical item needs to go to the reformatting staff member
- File generated and saved to dark storage
- Item returned to department
- Department notified file is ready
- File transferred to patron (email, file sharing)
- File transferred to Reading Room computer
- Desk Staff notified via email, word-of-mouth, Slack, little slips of paper
- Researcher finished
- ???

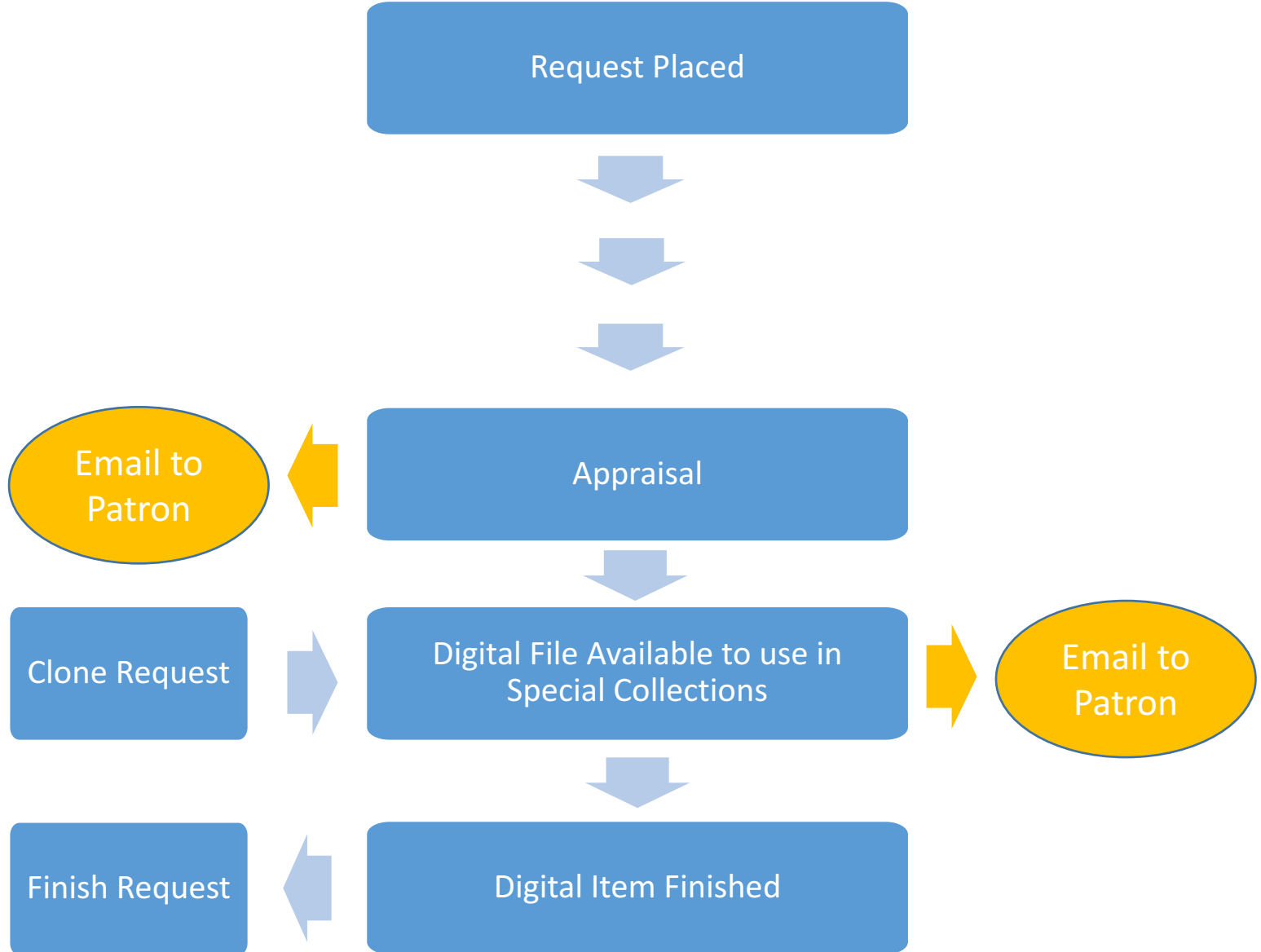
# Workflow + Communication

- Considerations
  - Need to treat these different than other reformatting efforts?
  - Role for Photoduplication Module?
  - A better way for desk folks to know?
  - Place on Hold? Checked out? Confusion at desk
  - Need a consistent & useful way to “reshelve” + finish
  - Appraisal step very important – how to communicate?

## Physical Media Exists



## No Physical Media



Email to Patron

Email to Patron



## Jackson Mac Low Papers

[Submit Request](#) [Clear Selections](#)

## Container List

## Accession Processed in 2000

NOTEBOOKS

BIOGRAPHICAL MATERIAL

CORRESPONDENCE

WRITINGS

Poetry, Performances, Plays, and Music

Prose and Essays

Reviews

Talks and Lectures

Notes

WRITINGS OF OTHERS

INTERVIEWS

CONFERENCES, FESTIVALS AND

RESIDENCIES

PROGRAMS AND POSTERS

Jackson Mac Low

Others

SUBJECT FILES

General Subjects

## Jackson Mac Low Papers, 1884-2004, bulk 1938-2004 (MSS 0180)

**⚠ Restrictions: Original sound recordings and digital media are restricted, though some have been digitized. Researchers may request user copies be produced in advance.**

**⚠ Restrictions: Poems in Box 52, Folder 28 are restricted by the donor until 2020. Psychological summary in Box 85, Folder 15 is restricted due to privacy laws until 2054. Notebook in Box 185, Folder 7 is restricted by the donor until 2030.**

Extent: 141 Linear feet (231 archives boxes, 14 records cartons, 5 card files, 25 audiocassette boxes, 7 flat boxes, 6 oversize folders, and 3 films)

## Digital Content

Sound recordings in Series 22) AUDIOVISUAL MATERIALS, subseries A) Reel to Reel have been digitized and stored in the Library's digital asset management system. Due to copyright restrictions, access to recordings is limited to the reading room. Researchers may contact Special Collections & Archives to inquire about access to performances.

[Abstract](#)[Biography](#)[Scope and Content of Collection](#)

Papers of Jackson Mac Low, a poet, composer and performance artist who frequently used systematic chance operations and other non-intentional compositional methods in his work. The papers contain extensive documentation of Mac Low's literary production, and document his political interests and influence on other artists. The collection contains notebooks; biographical material; correspondence; manuscripts of poetry, prose, essays, plays, music and performance instructions; writings of others; interviews with Mac Low; conference and residency documentation; posters and programs; audiovisual materials; and subject files. Prominent correspondents include Kathy Acker, Julian Beck, Carol Bergé, Paul Blackburn, John Cage, Robert Creeley, Larry Eigner, Clayton Eshler Goodman, Allen Ginsberg, Donald Hall, Dick Higgins, Spencer Holst, Vera Lachmann, Denise Levertov, George Maciunas, Judith Malina Paik, Jerome Rothenberg, Ron Silliman, John Taggart, Diane Wakoski, Anne Waldman, and William Carlos Williams. The collection was

**New Requests**  
There are new requests to be processed

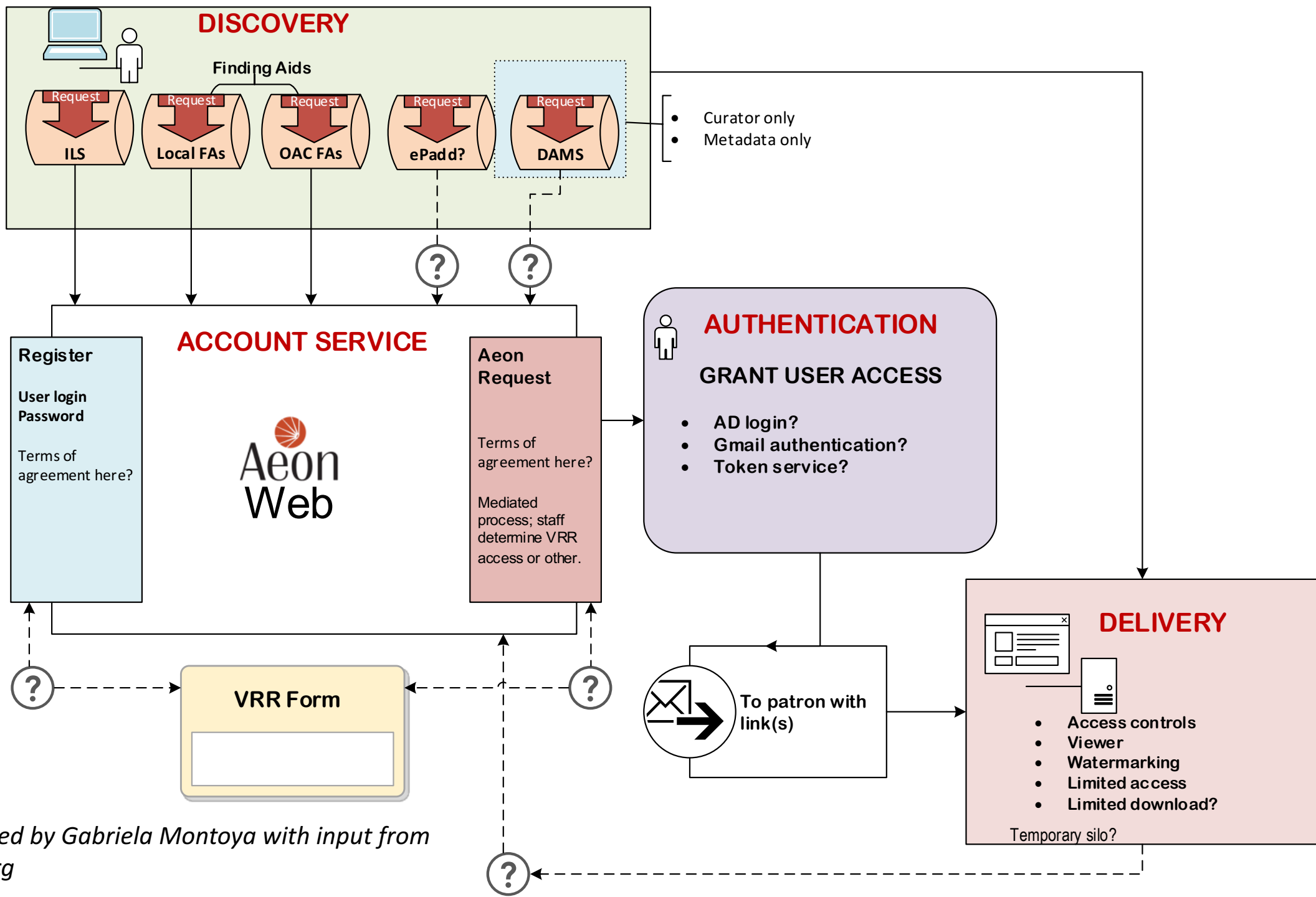
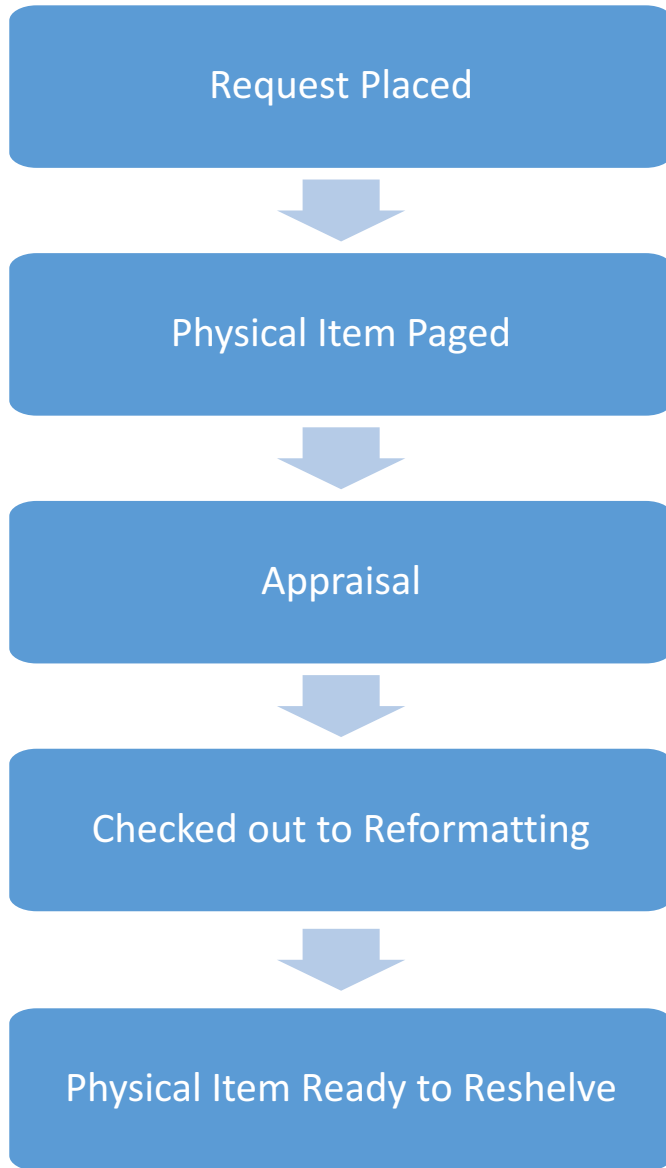
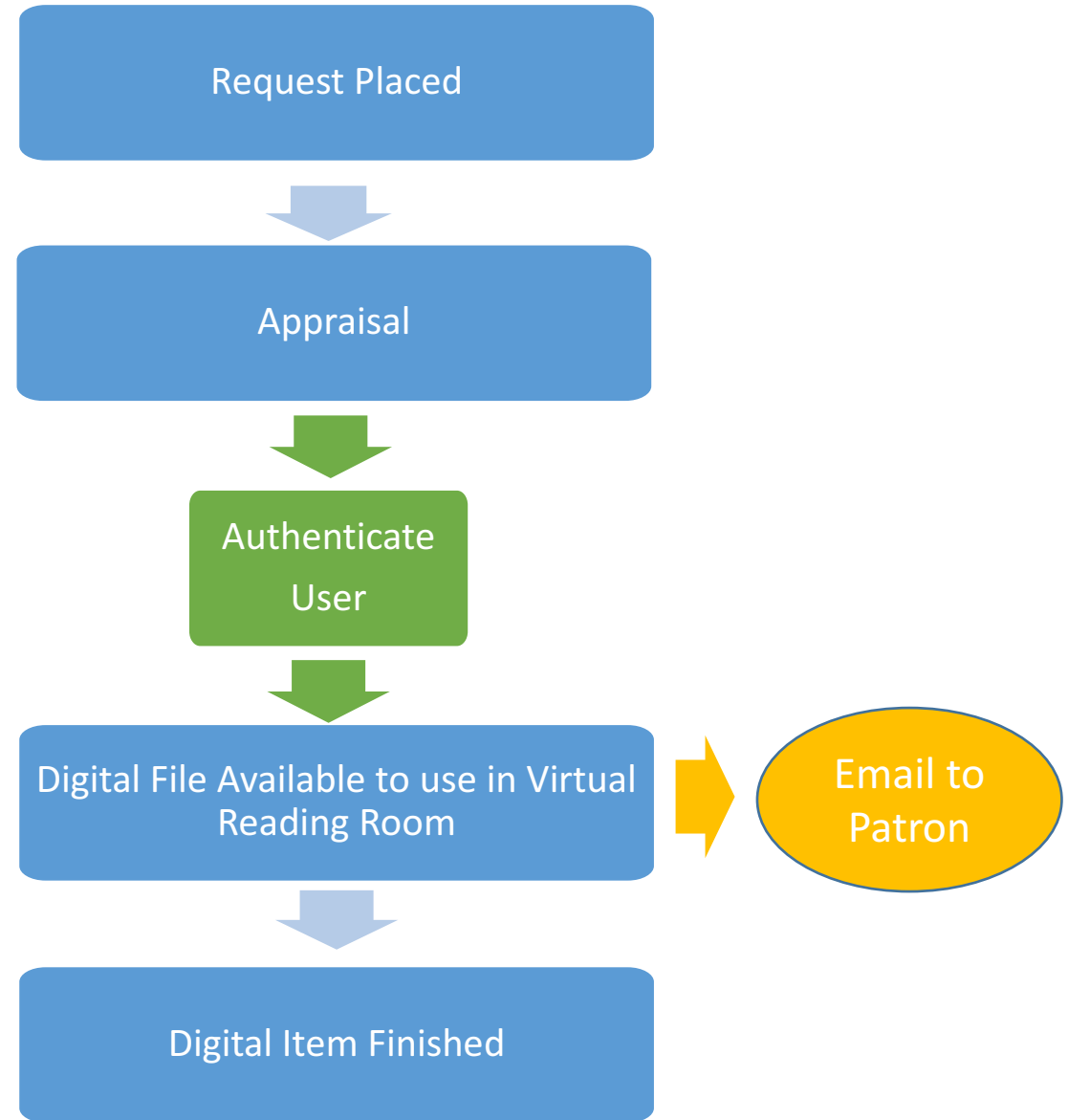


Chart created by Gabriela Montoya with input from H. Smedberg

# Physical Media Exists



# No Physical Media



Email to Patron

Authenticate User

Finish Request

Email to Patron





Javier Téllez,  
2005.  
inSite

One Flew  
Over the Void  
(Bala  
perdida).

August 27 at the site  
where the  
Mexico/US border  
fence disappears  
into the sea  
between Playas de  
Tijuana and Border  
Field State Park