**PR Number:** PR8100110128

**Award Number:** **P11AT00064 ASU-70**

**Park/NPS Unit:** Capulin Volcano National Monument

**Title of Project:** Scan and Attach Metadata to Files for Oversized Cataloged Map Archives

**Administered through the: (pick from drop down list):** Colorado Plateau Cooperative Ecosystem Studies Unit Cooperative Agreement Number H1200-09-0005

**CESU Partner (pick from drop down list):** Arizona State University

**Project Contacts**

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**NPS Technical Expert (if appropriate):** N/A

**Funding Information:**

**Amount Funded:** $1,866

**Project Dates:**

**Start Date:** April 30, 2011

**Any Other Product Milestone Dates you need to include:** (full dates can go in with the project description)

**End Date:** March 31, 2012

**PROJECT ABSTRACT:**

Capulin Volcano National Monument has chosen to have virtual electronic archives for selected parts of its records. This project will scan and attach metadata to the electronic files of the park’s cataloged oversized map collection (an estimated 500 maps) so that the maps can be accessible to park staff onsite. These are primary resource materials that are required for day-to-day management of the park. The original maps have been cataloged in the Interior Catalog Management System (ICMS) and will be housed at the IMR Museum Services Program archives repository in Tucson, Arizona as recommended in the Park’s Museum Management Plan for long-term preservation.