

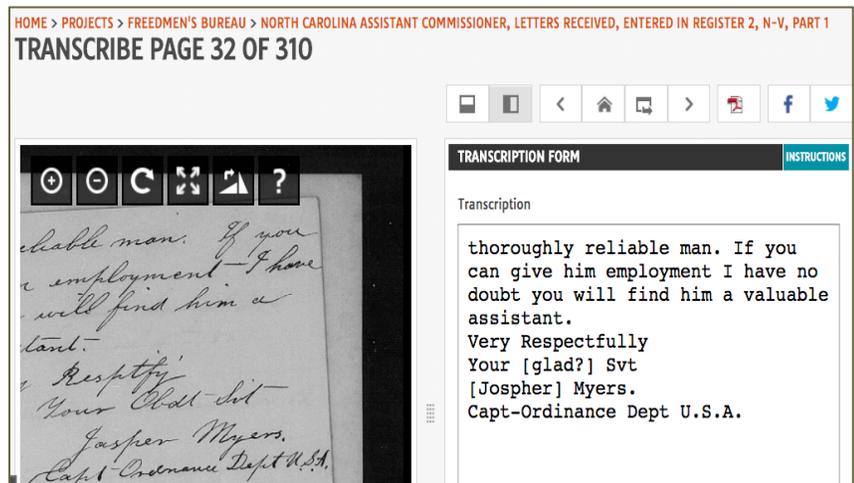
# How to Transcribe the Freedmen's Bureau Archives

1. Open one of the Freedmen's Bureau Collections:  
<https://transcription.si.edu/project/11415>  
<https://transcription.si.edu/project/8603?status=transcription>  
<https://transcription.si.edu/project/8604?status=transcription>
2. select a project in the transcription stage, indicated by **GREY** or **RED** on the progress bar. Click on a page to open the transcription screen.

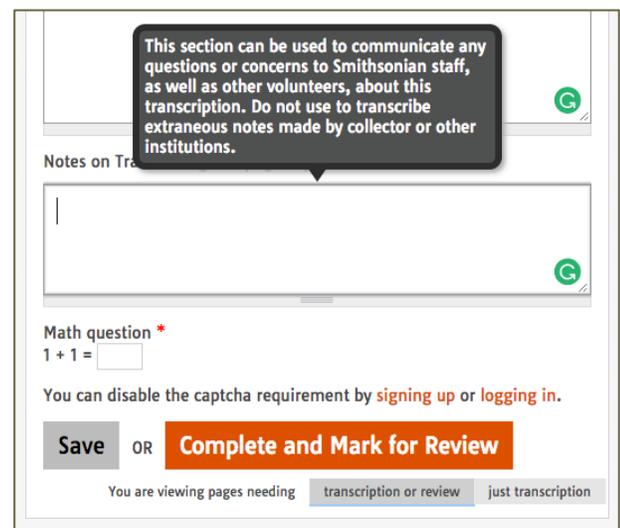


When you're getting started, it's easier to **Continue Transcribing**. Check the work of the previous volunteer and go from there.

3. On the left of the screen is an image of the archive document. You can zoom in and rotate for easier reading.
4. On the right, type the text of the document. Use the attached [Tips for Transcribing](#), instructions for [Transcribing Tables with Markdown](#), and list of [Common Abbreviations](#).



5. If you have questions or concerns about the transcription, you can add those in the NOTES ON TRANSCRIPTION section.
6. You can stop at any time—just select SAVE. When you finish a document, select COMPLETE AND MARK FOR REVIEW.
7. That's it. Thank you for your contribution to this important project!



# Transcribing the Archives with a Partner

1. On your shared computer, open one of the Freedmen's Bureau Collections:

<https://transcription.si.edu/project/11415>

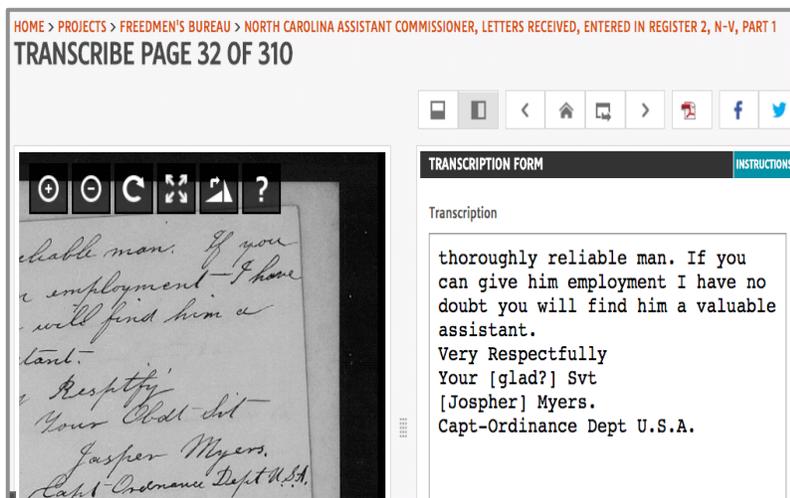
<https://transcription.si.edu/project/8603?status=transcription>

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2. Select a project in the transcription stage, indicated by **GREY** or **RED** on the progress bar. Click on a page to open the transcription screen.



3. On the left of the screen is an image of the archive document. You can zoom in and rotate for easier reading.

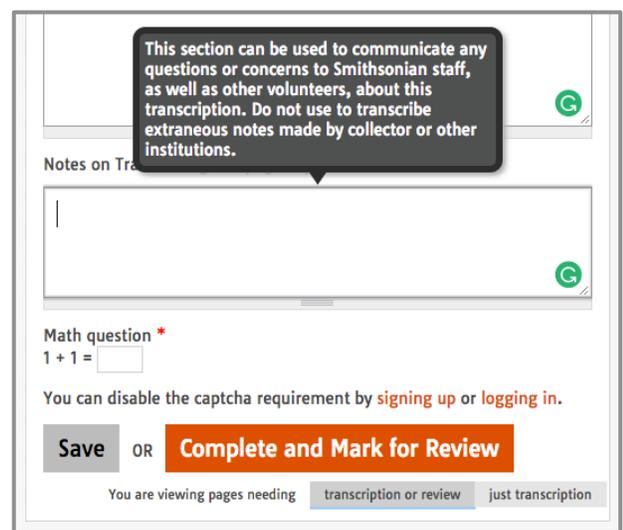


4. On the right is a text box where you'll add your transcription. Have one partner type as you decipher the text.

5. The other partner should consult the attached instructions for [Transcribing Tables with Markdown](#) and list of [Common Abbreviations](#)

and instruct the recorder.

6. If you have questions or concerns about the transcription, you can add those in the NOTES ON TRANSCRIPTION section.
7. You can stop at any time—just select SAVE. When you finish a document, select COMPLETE AND MARK FOR REVIEW.
8. That's it. Thank you for your contribution to this important project!



# What is Archival Research?

Archives are collections of texts or artifacts with historical research value. These collections vary greatly in size, organization, and purpose, from an individual's archive of his grandparents' letters and scrapbooks to a government's archive of immigration records. Archives are maintained by individuals, churches and organizations, businesses, publications like newspapers, universities, and government bodies. Some archives consist solely of texts from a given historical period, while others are living archives to which items are added frequently.

Today, many primary texts are being digitized. For example, the Freedmen's Bureau Transcription Project is a crowd-sourced effort to transcribe Reconstruction-era documents that will then be searchable by anyone with an Internet connection. You can find early folk song recordings from the 1920s at the *American Folklife Center*, social guidance films from the 1950s collected by Rick Prelinger, and images of America's triumphs and tragedies at *The National Archives*.

## Library of Congress Digital Collections

 <p><b>COLLECTION</b> <b>African American Perspectives: Materials Selected from the Rare Book Collection</b></p> <p>"African American Perspectives" gives a panoramic and eclectic review of African American history and culture from the early 19th through the early 20th centuries, with the bulk of the material published between...</p> <p><a href="#">View 353 Items</a></p>	 <p><b>COLLECTION</b> <b>African American Photographs Assembled for 1900 Paris Exposition</b></p> <p>The Paris Exposition of 1900 (Exposition universelle internationale de 1900) devoted a building to matters of "social economy." The United States section of the building featured an exhibit that, according to W....</p> <p><a href="#">View 556 Items</a></p>	 <p><b>COLLECTION</b> <b>African-American Band Music &amp; Recordings, 1883-1923</b></p> <p>The core of this presentation consists of "stock" arrangements for bands or small orchestras of popular songs written by African Americans. In addition, we offer a smaller selection of historic sound recordings...</p> <p><a href="#">View 365 Items</a></p>
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## Archival Research at DU

The University of Denver Library hosts a number of special collections, including the Center for Ski History, an impressive collection of cookbooks, and an archive of documents and memorabilia from DU's history. You can always see rare books and artifacts from the archives on display in exhibits throughout Anderson Academic Commons. Students also have opportunities to work hands-on with DU's Special Collections in a variety of classes across the curriculum.

Research and Writing (WRIT 1133, 1633, and 1733) is the final course of the Rhetoric and Writing core curriculum sequence. One goal of these courses is to help students develop a practical understanding of different research traditions and methods, including text-based and archival research. Recent student projects have included:

- Writing patient profiles based on files from the Jewish Consumptives' Relief Society (JCRS)
- Analyzing selected materials related to DU around the end of the Second World War
- Tracing representations of "happiness" in online advertising archives from different eras
- Designing multimedia presentations based on archives on campus or in the community, from Denver's great art and history museums to the library's special exhibits to collections housed by organizations in the arts, Greek life, and sports teams.



- Studying historical photos of the DU campus, matching them to the same location on campus now, and tracing DU's development through the evolving architecture and surroundings

Learn more about our Writing and Rhetoric sequence at <https://www.du.edu/writing/firstyear>.

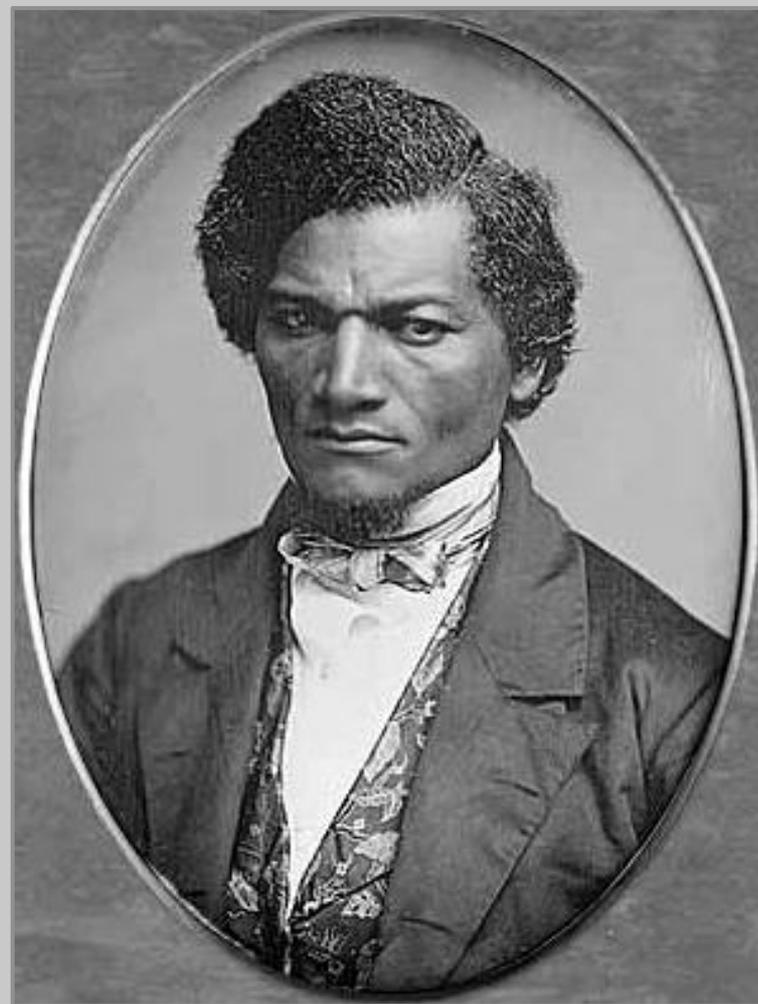
# Douglass Day Celebration and Transcribe-a-thon

**14 February 2018, 10 am – 1 pm**  
**Shopneck Writing Center, AAC 280**

“I have no accurate knowledge of my age, never having seen **any authentic record** containing it. By far the larger part of the slaves know as little of their ages as horses know of theirs, and it is the wish of most masters within my knowledge to keep their slaves thus ignorant . . . A want of information concerning my own was a source of unhappiness to me even during childhood.”

~ Frederick Douglass

*Narrative of the Life of Frederick Douglass*



**Celebrate Douglass’s 200<sup>th</sup> Birthday and Help Us Preserve American History**

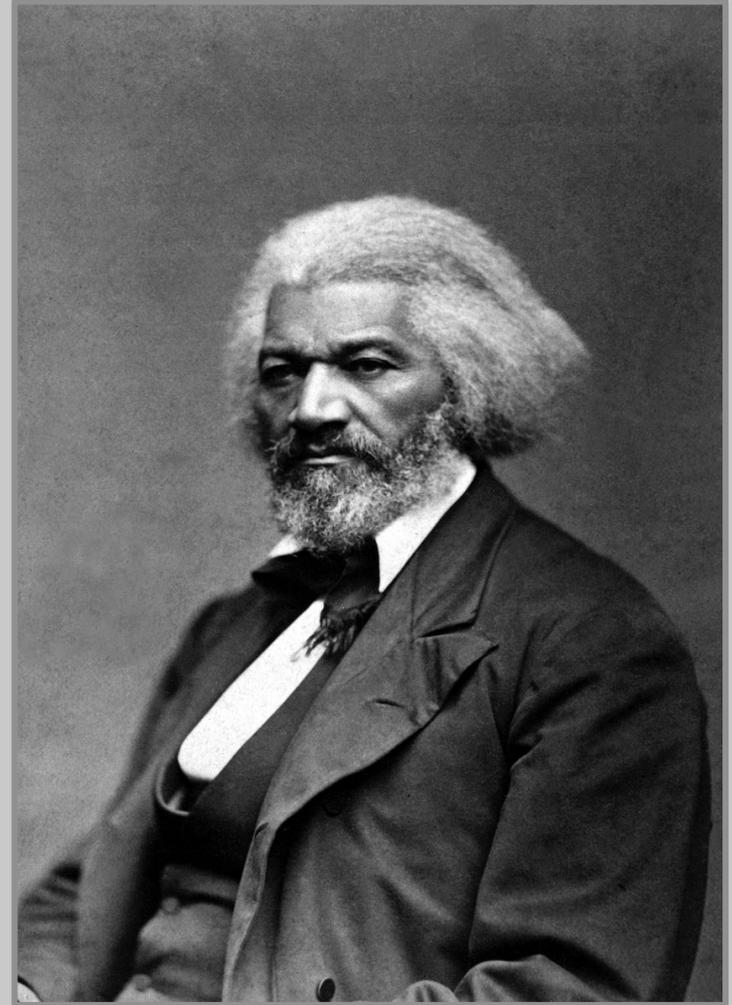
Sponsored by the University of Denver  
Writing Program and Writing Center

# Douglass Day Celebration and Transcribe-a-thon

14 February 2018, 10 am – 1 pm  
Shopneck Writing Center, AAC 280

“We have to do with the past  
only as we can make it useful to  
the present and the future.”

~ Frederick Douglass,  
“The Meaning of the Fourth of July for the Negro”



**Celebrate Douglass’s 200<sup>th</sup> Birthday and Help Us Preserve American History**

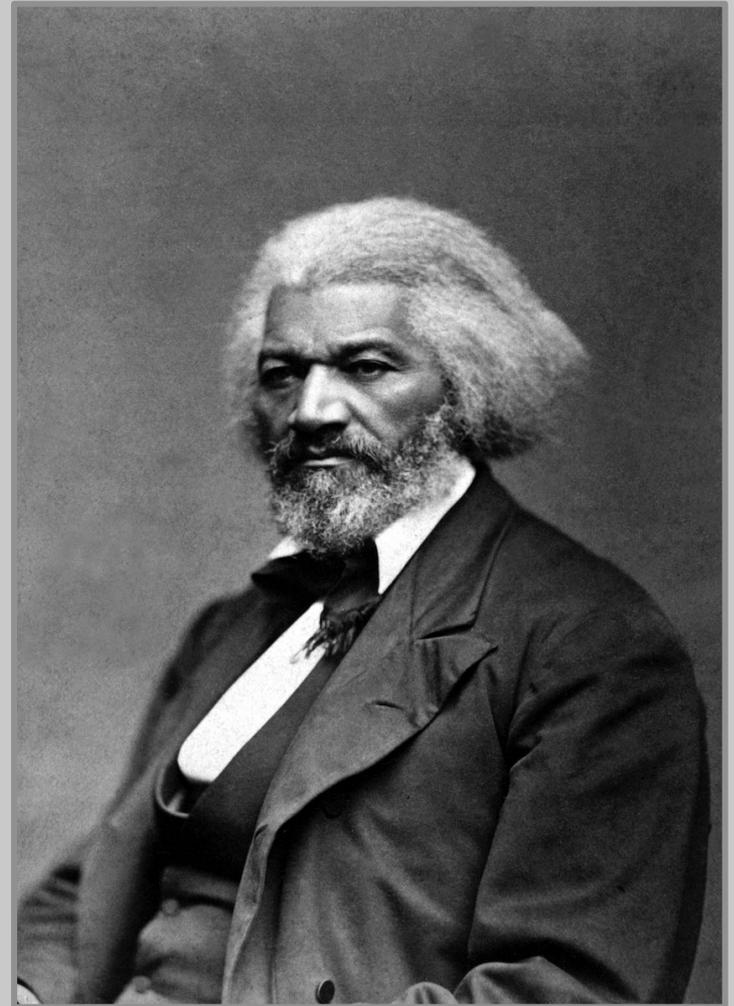
Sponsored by the University of Denver  
Writing Program and Writing Center

# Douglass Day Celebration and Transcribe-a-thon

14 February 2018, 10 am – 1 pm  
Shopneck Writing Center, AAC 280

“Man's greatness consists  
in his ability to do and the  
proper application of his  
powers to things needed  
to be done, not the color  
of his skin.”

~ Frederick Douglass,  
*The Life and Writings of Frederick Douglass:  
Early years, 1817-1849*



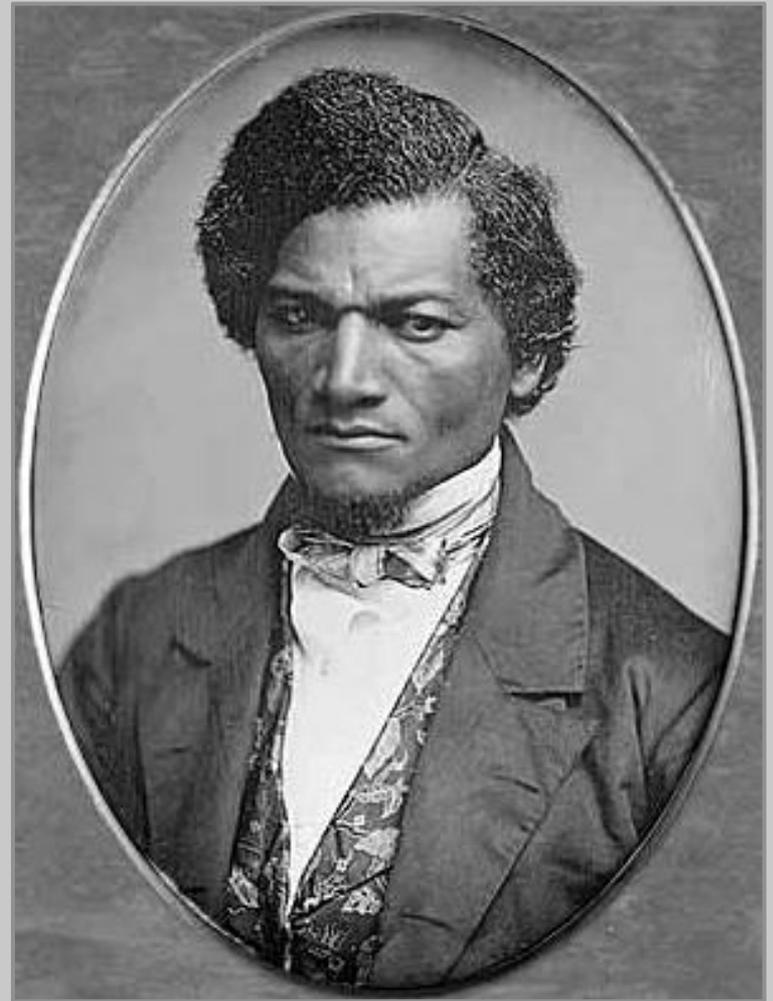
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“I have no accurate knowledge of my age, never having seen **any authentic record** containing it. By far the larger part of the slaves know as little of their ages as horses know of theirs, and it is the wish of most masters within my knowledge to keep their slaves thus ignorant . . . A want of information concerning my own was a source of unhappiness to me even during childhood.”

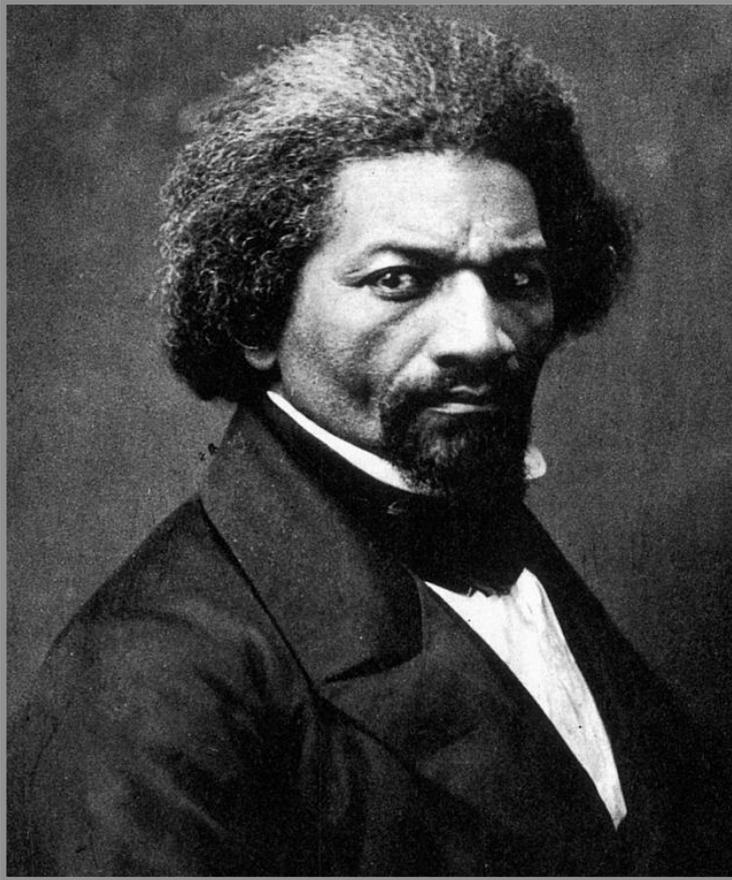
~ Frederick Douglass

*Narrative of the Life of Frederick Douglass*



**Douglass Day Celebration and Transcribe-a-thon**

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“For no man who lives at all lives unto himself. He either helps or hinders all who are in anywise connected to him.”

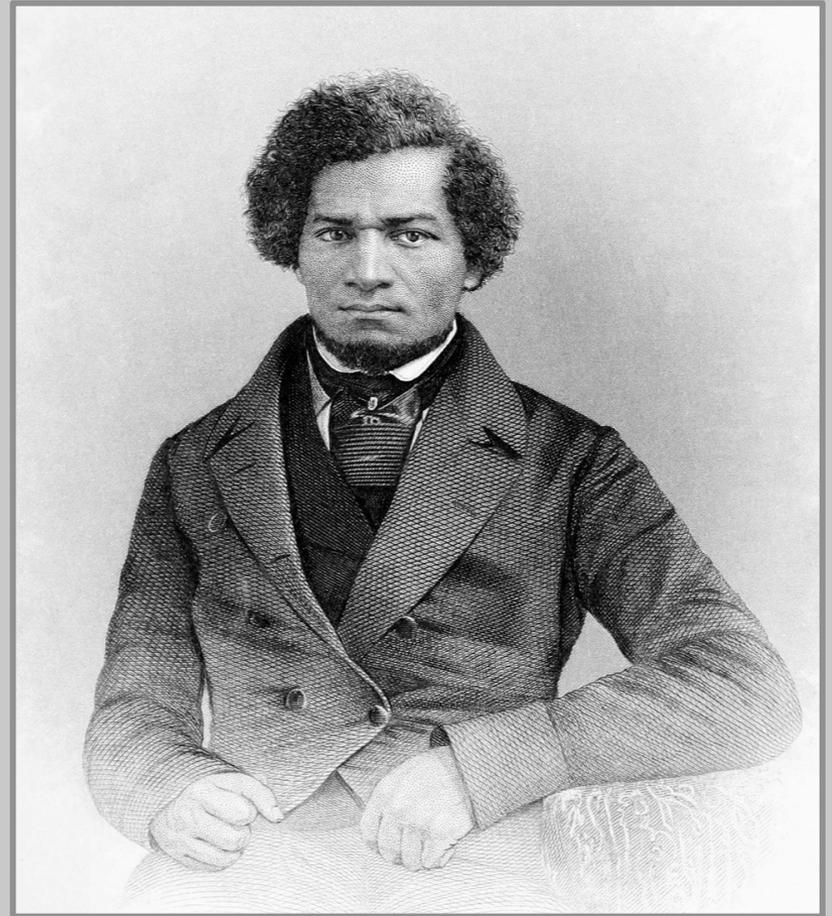
~Frederick Douglass,  
*The Life and Times of Frederick Douglass*

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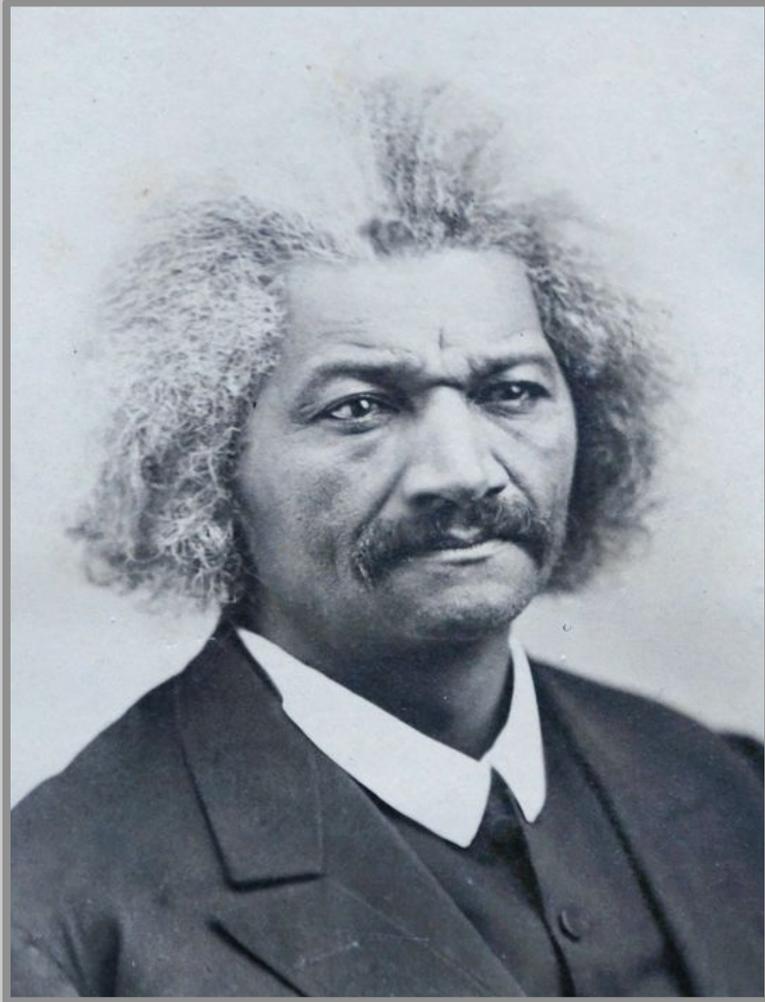
“A man is worked upon by what he works on. He may carve out his circumstances, but his circumstances will carve him out as well.”

~Frederick Douglass  
“Pamphlet, Rochester” 1854



**Douglass Day Celebration and Transcribe-a-thon**

Sponsored by the University of Denver  
Writing Program and Writing Center



“Knowledge  
makes a man unfit  
to be a slave.”

~ Frederick Douglass

*Narrative of the Life of Frederick Douglass*

**Douglass Day Celebration and Transcribe-a-thon**

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