# Omeka Workshop Tip Sheet: Getting Started, Terms, and other Resources

## Getting Started

**Plan Your Site**
- Think about content, goals, audience before you start building
  - One place to start to help you thinking about what you want to build:
    *Digital History: A Guide to Gathering, Preserving, and Presenting the Past Online:* http://chnm.gmu.edu/digitalhistory/
- Site Planning Tips for using Omeka: http://omeka.org/codex/Site_Planning_Tips
- Suggestions for Using Omeka: http://omeka.org/codex/How_Might_You_Use_Omeka
- Explore Omeka sites built by others: http://omeka.org/codex/Sites_Using_Omekaa

## General Terminology

**Content Management System**:
https://en.wikipedia.org/wiki/Content_management_system

**Controlled Vocabulary:** what and why: http://www.controlledvocabulary.com/

**Metadata**: data about data, or descriptive information about a thing. In Omeka, the thing is an item.
- Understanding Metadata (PDF): from National Informational Standards Organization http://www.niso.org/publications/press/UnderstandingMetadata.pdf

**Dublin Core:** Dublin Core Metadata Initiative provides an international standardized metadata schema for describing items in your Omeka site. Because the items are described with a standardized vocabulary, that data can easily be moved into, shared with other systems.

  http://omeka.org/codex/Working_with_Dublin_Core

Hosting My Own Omeka Classic Site vs. Omeka.net

Detailed Comparison Chart: **http://bit.ly/compareomekas**

**Classic (.org):**
- o Requires a server which meets system requirements.
- o You are responsible for upgrading core, plugins, and themes.
- o Allows for most flexibility in design
- o Gives you access to all plugins and themes, all are free
- o Best for complicated sites that want a unique design, and access to many different plugins.

**.net:**
- o No server required, web app only
- o Sites and plugins automatically upgraded
- o Number of themes varies by plan; Silver, Gold, and Platinum plans can use the CSS Editor plugin to tweak design.
- o Storage, number of sites, plugin and theme availability varies by plan, some potential costs involved: http://info.omeka.net/sign-up-for-account/
- o Best for creating a site quickly and economically, focus is on the content. Works very well for as project space for students.

How does Omeka compare to other systems?

- Omeka and Its Peers: http://omeka.org/blog/2010/09/21/omeka-and-peers/
- Drupal compared to Omeka http://drupal.forhumanists.org/drupal-humanists-chapter-1-first-things/drupal-compared-omeka

Intros, Reviews, Resources about Omeka

- Introduction to Using Omeka.net, by Miriam Posner, *The Programming Historian*
  - ○ Up and Running with Omeka.net: http://programminghistorian.org/lessons/up-and-running-with-omeka
  - ○ Creating an Omeka.net Exhibit http://programminghistorian.org/lessons/creating-an-omeka-exhibit

- Zotero group with many resources, including using Omeka in classrooms, libraries, museums, archives : http://www.zotero.org/groups/omeka

## Omeka-Specific Terms

*(Modified from Miriam Posner's, "Up and Running with Omeka.net":*
*http://programminghistorian.org/lessons/up-and-running-with-omeka)*

**Omeka installation**: folders and files packaged together in one main directory on your server that work together to build an Omeka website.

**Item**: the basic unit of an Omeka site. An item can be anything: a photograph, a work of art, a person, an idea. You'll describe each item, and you can upload files to represent it, too. You'll build your Omeka site by assembling items.

**Collection:** a set of items that you've grouped together. Your Omeka site can have multiple collections, but an individual item can only belong to one collection at a time.

**Exhibit**: a tour of your items, which can be organized thematically, chronologically, or however you want. Each exhibit has pages, which can be nested. A page can have text, a group of items, or a group of items with text. You can have multiple exhibits, and items can belong to multiple exhibits.

**Item Type:** an item can be many different things, like a photograph, a website, a book, or a person. An "item type" is the kind of thing the item is – still image, audio recording. You can choose from a built-in list of item types, or you can create your own.

**Simple Page:** a web page on your Omeka site that isn't part of an exhibit or item. For example, you can add an "About" page using Simple Pages.

## Help with Omeka

- Start with our documentation that contains step-by-step tutorials:

  o Omeka Classic (downloaded version): http://omeka.org/codex

  o Omeka.net Help, with downloadable user guides: http://info.omeka.net

- Ask a question:

  o Omeka Classic (downloaded version): Search through the Omeka forums, http://omeka.org/forums. If you don't find your answer, post a question.

  o Omeka.net: Email us using the Contact form, http://info.omeka.net/contact