Contribution plugin for Omeka

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What it does:

“The Contribution plugin provides a way to collect stories, images, or other files from the public and manage those contributions in your Omeka archive as items (Omeka, 2007).”

The Contribution plugin accepts public information related to your site.
Before using this plugin please consider:

- Installing reCAPTCHA - a security measure, which makes those contributing have to type in two words displayed by reCAPTCHA to prove a human is present and not a computer or spammer. Once Contribution is installed its dashboard will help connect you to the reCAPTCHA site.
Before using this plugin:

- Think about what you want from the contributor.
- Think about what elements went into your own collection to help you customize the contribution form.
- What information do you need from the contributor?
Other information

- Once a contributor fills out the contribution form it is initially set up as private until the administrator of the site makes it public.
- The contribution form can be customized by the administrator.
- This is done by going to the contribution dashboard page on the administrators site.
- See image on next slide.
Contribution Dashboard

Click on these headings to customize your form. See next 3 slides for more info.

Getting Started

A basic contribution form is installed and ready to ask users to submit a Story or Image type, and to include their name and email address. If you want to modify the form, follow the steps below.

1. Modify the contribution form:

Choose item types you wish visitors to share in Contribution Types.
Pick the fields you want users to complete by editing each item type in Contribution Types.
Create questions about contributors in Contributor Questions.

You have not entered your reCAPTCHA API keys under security settings. We recommend adding these keys, or the contribution form will be vulnerable to spam.
Contribution Types allow the administrator to add elements to the contribution form.

- Click here to add more type metadata like a website, email, etc…
- Edit to add more fields or elements to the form. See next slide.
After choosing an element, type inside the field to the left how you want it to appear on the form.

<table>
<thead>
<tr>
<th>Prompt</th>
<th>Element</th>
<th>Set</th>
<th>Delete?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Image Description - describe what you find interesting</td>
<td>Description</td>
<td>Dublin Core</td>
<td></td>
</tr>
<tr>
<td>What school grade is the report card from? (ex. 11th)</td>
<td>Title</td>
<td>Dublin Core</td>
<td></td>
</tr>
<tr>
<td>For the creator of the report card name the school it</td>
<td>Creator</td>
<td>Dublin Core</td>
<td></td>
</tr>
<tr>
<td>What years does the report card cover? (ex. 1991-15)</td>
<td>Date</td>
<td>Dublin Core</td>
<td></td>
</tr>
<tr>
<td>What language is the report card in?</td>
<td>Language</td>
<td>Dublin Core</td>
<td></td>
</tr>
<tr>
<td>What’s the original format? Paper? digital?</td>
<td>Original Format</td>
<td>Item Type Metadata</td>
<td></td>
</tr>
<tr>
<td>What are the dimensions of the original report card?</td>
<td>Physical Dimensions</td>
<td>Item Type Metadata</td>
<td></td>
</tr>
</tbody>
</table>

Click here for a drop down list of elements to add.
Contributor Questions allows the administrator to add more question fields to the form.

<table>
<thead>
<tr>
<th>Question</th>
<th>Type</th>
<th>Edit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Email Address</td>
<td></td>
<td></td>
</tr>
<tr>
<td>What city, state and/or country are you from? (ex. Brooklyn, NY, USA)</td>
<td>Tiny Text</td>
<td>Edit</td>
</tr>
</tbody>
</table>
Submission Settings

Administrative fields for confirmations, notifications, terms of use, etc...
My Customized Contribution Form
Please visit my site to see how using the form works
http://wotan.liu.edu/omeka/vpilato

Top three fields and all fields under Personal Information are original to the form. All other fields were added by me by editing either image or story options in Contribution Types.
For step by step information regarding customizing and managing the Contribution plugin please visit the Omeka Help Page at:


- Or visit my Omeka site and click on *Contribute an Item* to see an example of a customized form: http://wotan.liu.edu/omeka/vpilato
References

The End