

Mukurtu CMS Project Worksheet: Part 2

Digital Stewardship Curriculum

This worksheet will aid your planning process as you think about what will be involved in carrying out your first Mukurtu CMS project (completed in a year or less). These questions will help you plan for the needs of your project in time, resources, and technology.

What communities and cultural protocols will you need in place to manage and share your first project on your Mukurtu site?

Are the items already digital files that you have access to, or do you need to digitize, collect, or create them?

Who will be involved in the project?

- **Who will be in charge of the overall project management and big-picture ideas?**
- **Who will be responsible for collecting, creating, organizing, or digitizing materials?**
- **Who will be responsible for collecting and adding metadata to the items or collections?**
- **Who will provide traditional knowledge and cultural information for more description if needed?**
- **Who will do the work of adding content to the Mukurtu CMS site?**

Being mindful of what is realistic for you to accomplish between now and the end of your project, what will a successful project look like? What are some main steps you need to reach your goals?

What are some monthly benchmarks that you can create for your project between now and your project completion date? Think about what you will accomplish with your time and resources each month: