

Mukurtu CMS Project Worksheet: Part 1

Digital Stewardship Curriculum

This worksheet will aid in your initial brainstorming and planning as you carry out your first Mukurtu CMS project. We suggest a timeline of approximately one year to complete a first project, which you can shorten or extend as needed. Work on your own or with others to add notes to each of the following questions. *Mukurtu CMS Project Worksheet: Part 2* should be completed within a few weeks or months after you complete this worksheet.

What are some of your top project ideas so far?

You can list multiple if you are still narrowing down. *For example:*

- *“We will select a portion of images from our large collection of digital photographs to upload to our Mukurtu CMS site and share”*
- *“We plan to photograph our collection of 35 artists’ baskets and upload to our Mukurtu CMS site.”*
- *“We will scan our Tribal Council meeting minutes from 2005-2007 and make them available for searching on our Mukurtu CMS site.”*
- *“We will find downloadable content and metadata from the National Anthropological Archives and upload on our Mukurtu CMS practice site, with tribal knowledge added.”*

Who are the audiences for this project? Who will use the digital collection? Will you use this project as a proof of concept?

Since Mukurtu CMS allows you to have multiple levels of access, you have the ability to have multiple audiences. List your top priority audiences below. *For example: Our tribal youth organization, Tribal Council members, our general Tribal membership, a particular family or clan, and/or outreach to publics outside our community, etc.*

What are your top goals for your Mukurtu CMS project this year?

Share your top priorities or outcomes for what you want to achieve with your first Mukurtu CMS project. *For example: becoming an expert in the platform, working through a test case to see if you want to use the platform in the future, providing an example to show Tribal Council or other decision makers, or developing a project to show to community members, etc.:*

Are you inspired by any of the examples available on Mukurtu Showcase (<https://mukurtu.org/showcase/>)?

Any ideas that you would like to adapt to your community? List them here:

Will you want to add information from community members?

If yes, list what kinds of information or media. *For example: stories, audio clips, identification, artist knowledge, language, etc.*

What timeline will you be working in?

We suggest giving yourself a year for your first major Mukurtu CMS project, to be worked on while learning how to use Mukurtu CMS. This timeline can be adjusted to your needs. Write out a deadline for your project (general or specific), and if helpful, list smaller steps that will happen. *For example: deadline for final project is December 2022, Mukurtu CMS training sessions once per month for first six months.*