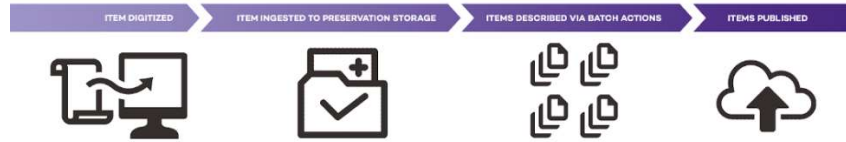


# Meadow

## Digital Repository and Asset Management Tool Repository and Digital Curation Workgroup, Northwestern University Libraries

A New Workflow: Minimizing the Danger Zone



### Meadow: Preservation First – Fast Discoverability

<https://meadow.library.northwestern.edu>

Meadow is our new digitized collections management tool for the repository and replaces DONUT. End users like our global researchers, faculty and students will still access our digitized collections through Digital Collections. Some of the exciting changes and benefits of Meadow include:

- ❖ NUL staff can easily find digitized works from collections before they are available on Digital Collections and share with researchers via a link that expires
- ❖ NUL staff can download print quality files not available on Digital Collections
- ❖ NUL staff can view analytics for user engagement with Digital Collections
- ❖ RDC staff are able to preserve digitized collections much more quickly, before full metadata is added
- ❖ RDC can edit and manage metadata more easily with new tools

Check with your RDC project manager for updates about your digital project!

### Search for Materials in Meadow:

Use Meadow to find works already in the repository.

Simple Search	Quotes and Operators	Field Specific search	Date Ranges
<p>Use the search bar similar to a search engine – keywords, title etc.</p> <p>Use the facets to the left-hand side to filter search results based on listed criteria</p>	<p>Use quotes (“ ”) to search an exact phrase</p> <p>Use “wildcard” (*) searching to broaden search terms</p> <p>Use search operators <b>AND, OR, NOT</b> (Default operator is OR on simple search)</p> <p>Example: Joan NOT Baez (For all items containing the term ‘Joan’ but not ‘Baez’)</p>	<p>Meadow allows for users to query specific fields and to group and combine fields and statements to create very specific and detailed searches</p> <p>Example: (all_titles:Joan AND Barry) AND (modifiedDate:[2021-03-15 TO 2021-03-17]) Has Joan and Barry in a title field, the record was modified between March 15 and March 17, 2021</p>	<p>To perform range queries use the <b>TO</b> operator along with either brackets [ ] (inclusive of) or curly brackets { } (exclusive of) the dates to be searched</p> <p>Example: modifiedDate:[2021-03-15 TO 2021-03-17]</p>

### Learn More About Advanced Searching:

User Documentation and a full list of the metadata fields you can use to search Meadow:

[http://docs.rdc.library.northwestern.edu/1\\_User\\_Guides/Meadow/6\\_Advanced\\_Topics/Advanced\\_Searching/](http://docs.rdc.library.northwestern.edu/1_User_Guides/Meadow/6_Advanced_Topics/Advanced_Searching/)

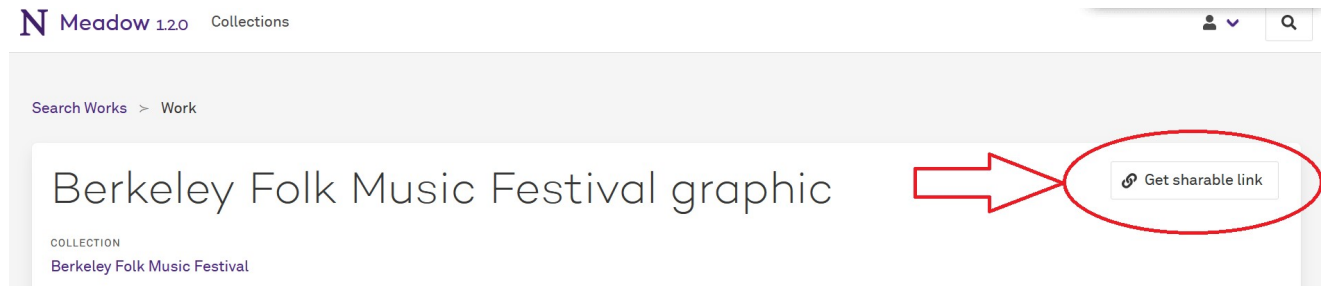
\*\*Note: Must be on the University VPN to access the documentation site

# Meadow

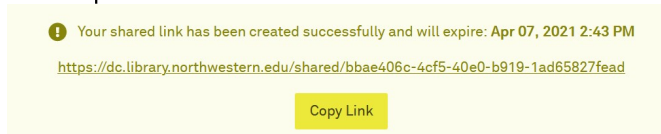
Digital Repository and Asset Management Tool  
Repository and Digital Curation Workgroup, Northwestern University Libraries

## Share Resources with Researchers:

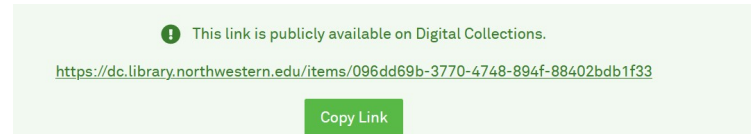
**ALL** items/works in Meadow can be shared with external researchers, regardless of visibility status. From the work details page, select “get sharable link” and Meadow will generate an access link to share the work with the researcher via Digital Collections. Please note, this link is to share each work individually with a researcher, not multiple works at time.



**Private works** will have this message and a link that expires:

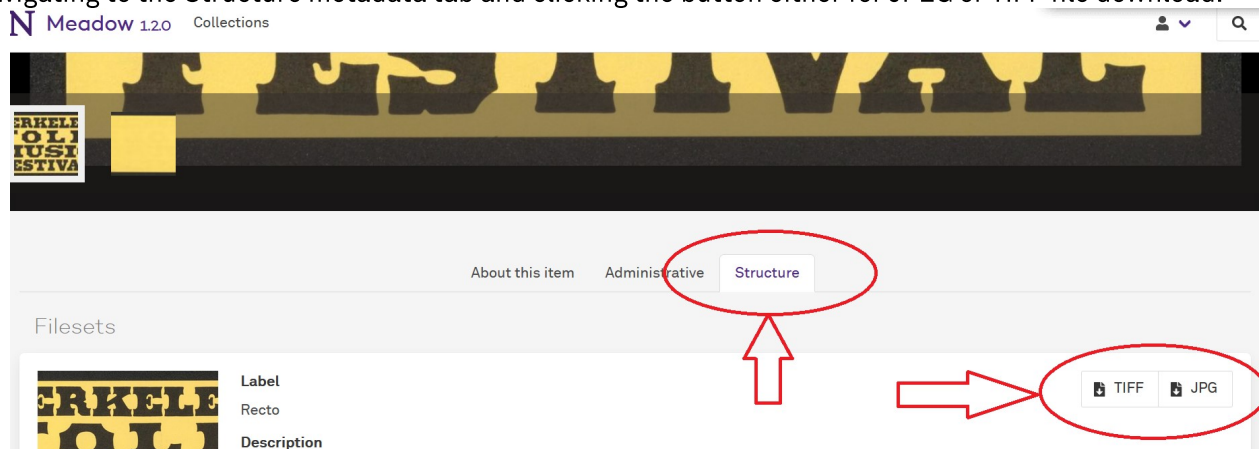


**Public works** are already available, but Meadow will list the link for user convenience:



## Download Digitized Materials:

Once a NUL staff user has navigated to a work page, they can download derivative files from that work by navigating to the Structure metadata tab and clicking the button either for JPEG or TIFF file download.



## Application Support:

For questions, issues, and feedback, please contact Meadow Service Owner Veronica Robinson at [veronica.robinson@northwestern.edu](mailto:veronica.robinson@northwestern.edu)

Form to report outages or access issues:

<https://app.smartsheet.com/b/form/018af059cd8a45148efcdfe9f9c5c5b9>