

# Nine WikiSteps

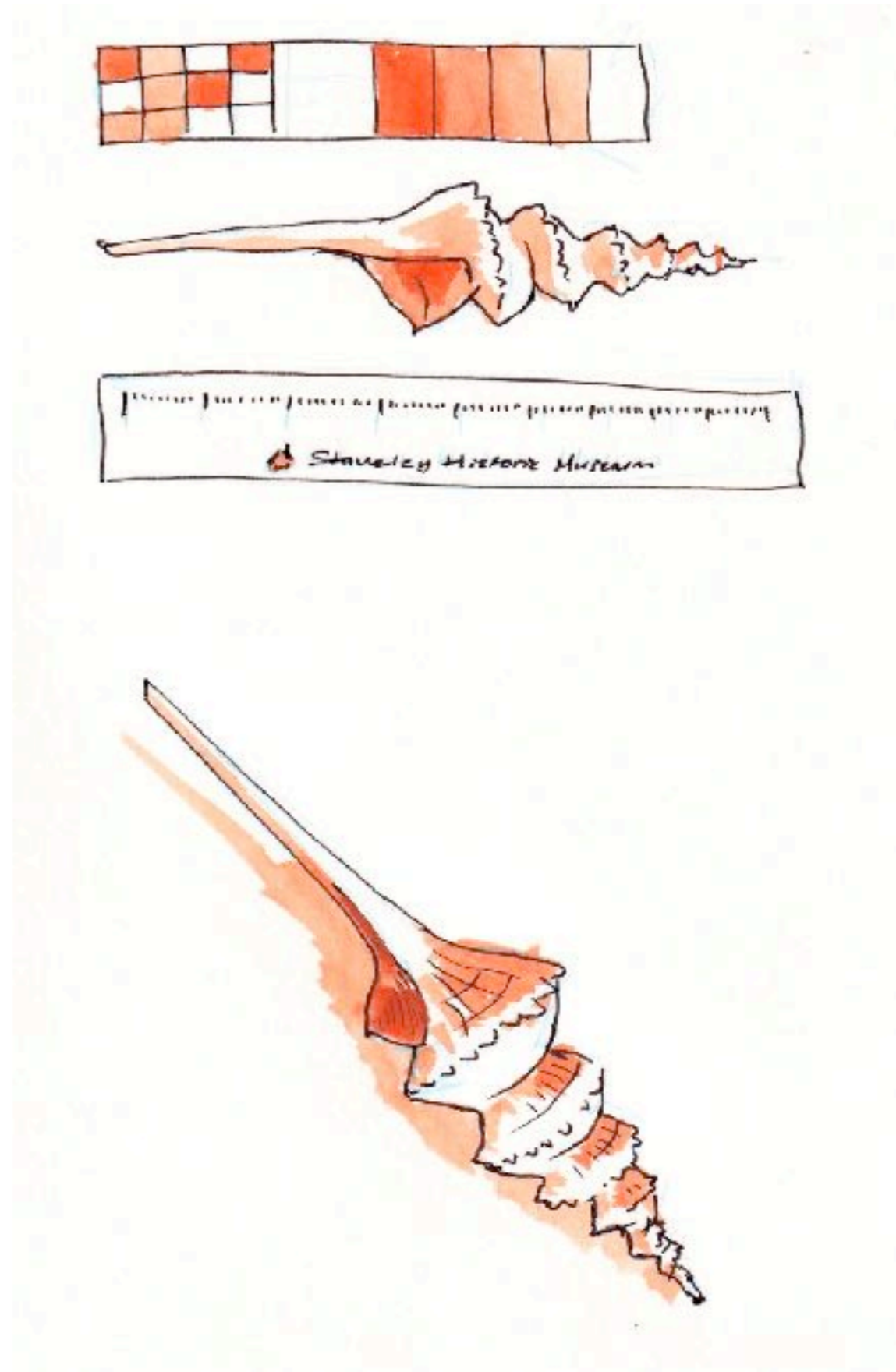
Tips for small GLAM institutions  
starting off with Wikimedia projects

Excerpts from forthcoming *The GLAM Wiki Cookbook* • Mike Dickison • Rove • 9 March 2023

# 1. Usable collection photos

When photographing, consider how other people might want to use your photo. Shoot some extras for them.

Take extra photos of your hero items, from all angles.



## 2. Clear copyright statements

Get familiar with NZ copyright law and Creative Commons.

Make sure your website and everything on it has a clear copyright and licence statement.

Where you can, make everything freely usable.



# 3. Set up a photostream

Flickr has free accounts for up to 1000 images. You can specify copyright and an open licence, and link to your website.

Upload your hero items, with full collection information, to start.



# 4. Create reliable sources

Unpublished info?  
Publish it!

Online if possible, in a local newspaper, magazine, or official institutional blog; create a blog or occasional publication if you don't have one.



# 5. Photograph your institution

Inside and out.

Add captions and  
detailed descriptions.

Document your  
exhibitions, including  
historical photos (that  
you took).

Upload to the  
photostream.



# 6. Photograph your people

Your staff and volunteers: good mugshots, and working with your collections.

Also the living treasures in your community.

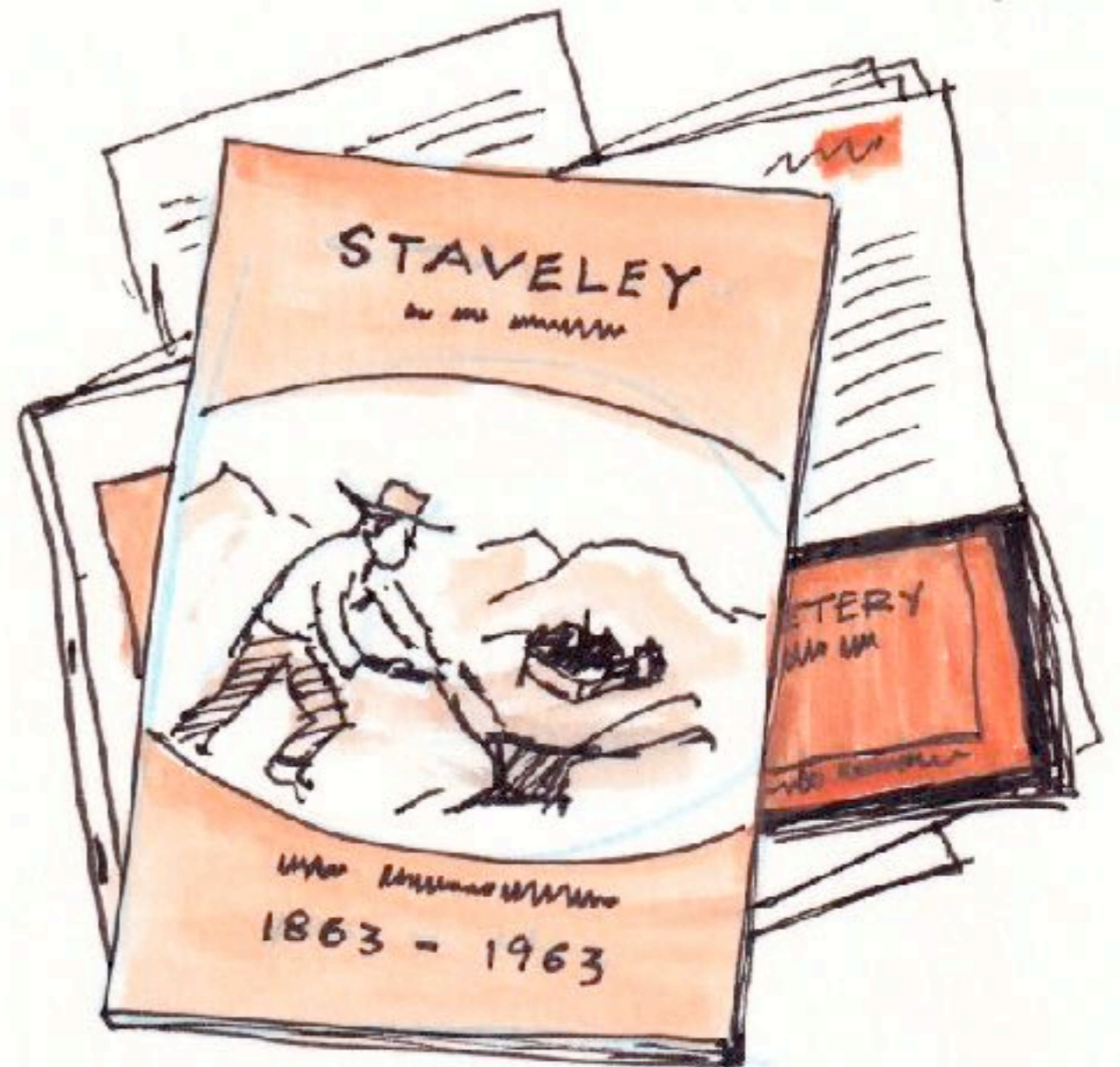
Upload to the photostream.



# 7. PDF your publications

Upload them to your website, with a clear open licence.

Work with local historians and authors, and help them release their work under an open licence. Upload that too.



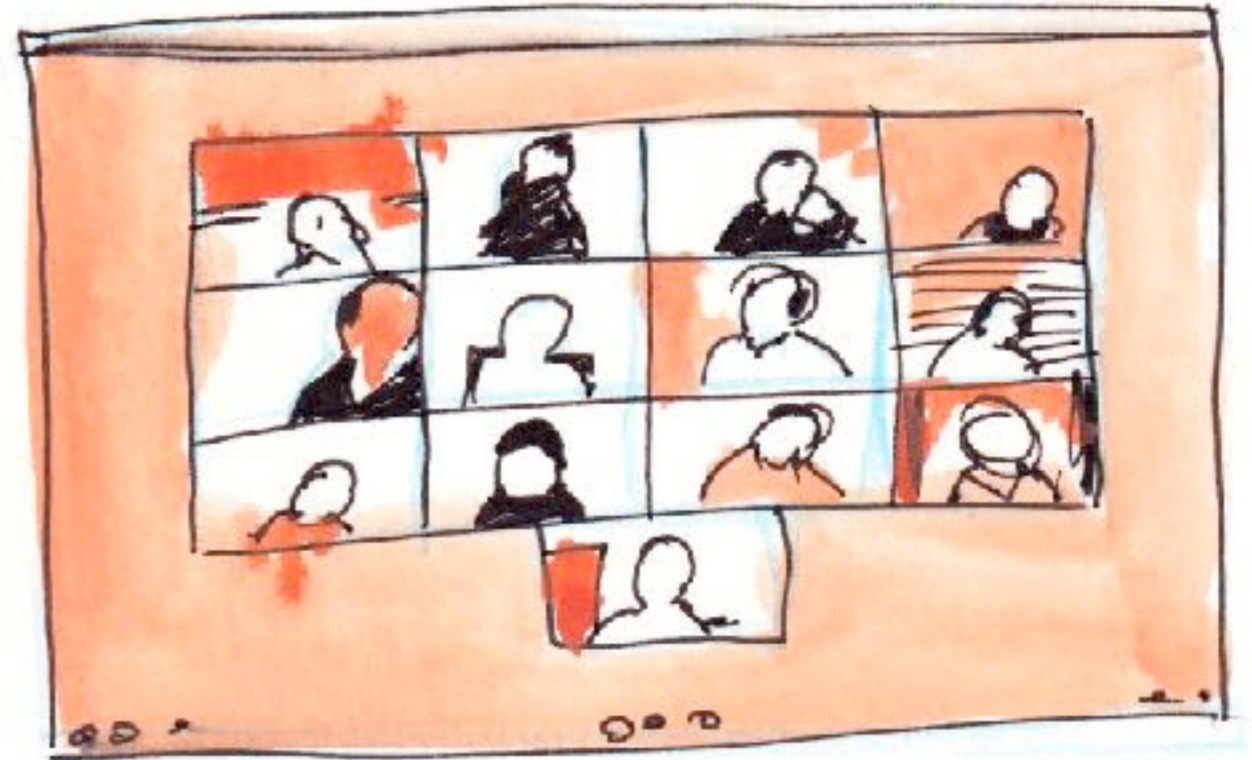


**Notice how we haven't even  
mentioned editing  
Wikipedia yet?**

# 8. Now approach Wikipedians

Email Wikimedia Aotearoa. Join the Wikimedia New Zealand Facebook group. Come along to a scheduled meetup.

Show them your lovely copyright statements, photostream, and PDFs.



# 9. Start a Wikimedia collaboration

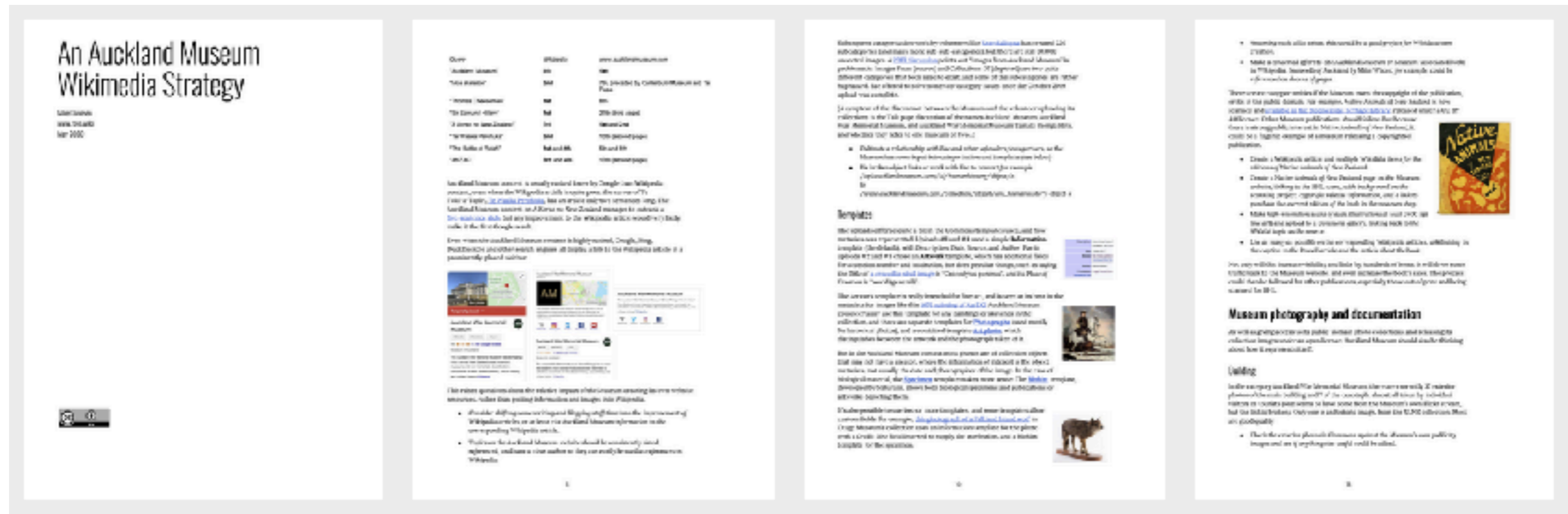
Work with friendly Wikipedians to:

- \* create a GLAM project page
- \* do a WikiCommons upload
- \* create Wikidata items with images
- \* deploy your photos in Wikipedia
- \* transcribe pubs using Wikisource
- \* host an on-site edit-a-thon
- \* measure impact for your annual report

and more!

# See Also

## Auckland Museum's Wikimedia Strategy (CC BY 4.0)



Any questions?

Mike Dickison • [www.rove.wiki](http://www.rove.wiki) • [mike@rove.wiki](mailto:mike@rove.wiki)

All illustrations © Mike Dickison 2023, CC BY 4.0 International