

# Working with the Internet Archive

## How to get a collection on the Community Media Archive

1. Create an account by registering an email address:

<http://www.archive.org/account/login.createaccount.php>

This email should be a "real" email address where you can receive email and that you check regularly. (The Internet Archive will only honor requests for modification/removal of an uploaded video if the request comes from the same email address that uploaded the video.)

At Access Humboldt we use a generic [uploads@accesshumboldt.net](mailto:uploads@accesshumboldt.net) account rather than a personal one, so that any of our 3 operations or programming staff can login to upload files, make changes to metadata or debug issues. It also prevents issues if someone leaves the organization.

2. To get a collection established for your organization, please email the Collections Service group ([collections-service@archive.org](mailto:collections-service@archive.org)) with the following information (they will use this information to establish your collection under the Community Media Archive):

- \* the title you want for your collection
- \* request to be a "sub collection" of the Community Media Archive (collection:"community\_media")
- \* the email address you used to register for an archive account that should have admin access to the collection.
- \* a descriptive text blurb for your collection's detail page.
- \* a logo for your collection

## How to have your items moved into your collection

Email [collection-service@archive.org](mailto:collection-service@archive.org) and provide the specific item identifiers that you need moved and the name of the collection you want them moved to. The email request must come from the same email address registered with archive.org that uploaded them.

## How to get admin access to your collection that I setup

1. Register an email address at: <https://archive.org/account/login.createaccount.php>

This email should be a "real" email address where you can receive email and that you check regularly. (The Internet Archive will only honor requests for modification/removal of an uploaded video if the request comes from the same email address that uploaded the video.)

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2. Let me ([jhauser@pobox.com](mailto:jhauser@pobox.com)) know what the email address is.
3. I'll get the IA collections service group to set it up with admin privileges for your collection. Most access requests are handled in the same day as received. Since my email address is the one with existing admin access to your collection of Youtube or Vimeo auto uploads, the request has to come through me, not directly from your email.
4. After your email address is set up as an admin you can add new items, or edit metadata for existing items

You'll know you have admin access when you go to the your collection page and see "Edit" and "History" tabs in the Actions List on the upper right side of the page in addition to the "Share", "Favorite" and "Play All" actions.

On existing items, you'll now have "Edit", "Manage" and "History" Actions in the Actions List which you'll find under the filmstrip icon on the left hand side of the page under the video player area of the page.

## How to upload your own center's videos to the Archive

1. For most users, use Archive's web interface: <https://archive.org/upload>  
To make sure you don't upload to the wrong collection, use a bookmark or shortcut with your collection identifier appended. That way, you won't have to select your collection from the dropdown list in the web interface for every item uploaded. Example for Access Humboldt: [https://archive.org/upload/?collection=access\\_humboldt](https://archive.org/upload/?collection=access_humboldt)

2. For advanced users only, use the batch uploader:

Mac version: [mac\\_bulk\\_uploader.zip](#)

Windows version (Portable Apps): [windows\\_bulk\\_uploade..>](#)

Kayla Creamer from Billerica Access TV, Joe Ameer from Amherst Media, James Jones from DoubleACS and Jason Daniels of ECAT, all have experience with the batch loader.

Be prepared to devote significant time to learning how things works with the batch uploader. The batch uploader pulls metadata from a CSV file that you create.

Updated [suggestions for metadata](#)

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3. For Telvue customers, use your Hypercaster's archiving function. See <https://telvue.com/knowledgebase/archive-org-integration/>
4. For Tightrope customers, ask Ray Tiley Ray <ray.tiley@trms.com> about what's involved in using Media Sherpa. It's a utility to upload video from Tightrope servers to Internet Archive.

## How to have a Broadcast Ready MPEG2 video auto-derived from your HD wide screen original

Add an extra "collection" metadata element with the value "broadcast\_ready" to your metadata. If it's a new item, an NTSC MPEG2 version will be created as part of the "derive" step. If it's an existing video, you'll have to go into the Item Manager for the item and select "all" in the Re-derive section of the Item Manager page to force a re-derive of an existing item.

## How to upload HD originals and have both an HD and and smaller sized MPEG4 video available

Make sure your HD video doesn't have an .mp4 suffix. I change the suffix to .mpeg4 or HD.mov. Archive will auto derive a smaller size "web viewable" .mp4 file as long as the original file doesn't have an .mp4 suffix. If it does, no smaller size .mp4 is created. If you want to view the HD version in Archive's jwplayer, click on the "Gear" icon and select 1080p or 720p instead of the default 360p. This is a member education issue

## My Recommendations for metadata fields to add to your videos

[https://docs.google.com/document/d/1\\_KbKweSf9U6K\\_YP7yJk-18ACBtacBlvBwFINvarFMN8/edit?usp=sharing](https://docs.google.com/document/d/1_KbKweSf9U6K_YP7yJk-18ACBtacBlvBwFINvarFMN8/edit?usp=sharing)

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## How to use the archive as a source of video for your channel

[15 Series \(16,800 videos\) with Broadcast Ready MPEG2 versions downloadable from the Internet Archive](#)

Classical Arts Showcase replacement programming

Search Query	- Search Results
<a href="#">collection:community_media AND dance</a>	- 3,303 videos
<a href="#">collection:community_media AND danc*</a>	- 4,553 videos
<a href="#">collection:community_media AND poe*</a>	- 3,289 videos
<a href="#">collection:community_media AND concert</a>	- 7,879 videos
<a href="#">collection:community_media AND concert*</a>	- 8,837 videos
<a href="#">collection:community_media AND symphony</a>	- 837 videos
<a href="#">collection:community_media AND art*</a>	- 28,295 videos
collection:community_media AND art* AND licenseurl:[http://creativecommons.org/a TO http://creativecommons.org/z]	- 2,954 videos
<a href="#">collection:community_media AND music*</a>	- 21,936 videos
<a href="#">collection:community_media AND paint*</a>	- 2,577 videos
<a href="#">collection:community_media AND pian*</a>	- 742 videos
<a href="#">collection:community_media AND culture</a>	- 4,912 videos
<a href="#">collection:community_media AND cultural</a>	- 2,789 videos

## How to automatically download new items in a search or collection

Use a Bittorrent client (uTorrent, qBittorrent) that can accept RSS feeds. Every collection and item in the Community Media Archive has a \*.torrent file. Archive's RSS feeds include the \*.torrent files. Advanced Search results can be returned as RSS feeds. Demo TEDTalks example of qBittorrent and the 15 [series](#)

## How to use the "Play All" feature to preview search results

Upper right hand corner of the [Search Results](#) page.

## How to use the Archive's search and Advanced Search features

See lower half of <https://archive.org/advancedsearch.php> for syntax and examples  
Blah, blah, blah - explain/demo how I use search iteratively and then convert to advanced search and output the results in HTML table, CSV or RSS formats

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## How to use the Archive's API (Application Programming Interface)

<https://internetarchive.readthedocs.io/en/latest/cli.html>

## How to use the auto-derived captions for your video

Look for a “SubRip” file in the downloads area of an item’s page. That will be the text file that contains time code, sequence and captions.

[https://archive.org/download/Dance\\_Ptown\\_Dance\\_Floor\\_Fundraiser/Dance\\_Ptown\\_Dance\\_Floor\\_Fundraiser.asr.srt](https://archive.org/download/Dance_Ptown_Dance_Floor_Fundraiser/Dance_Ptown_Dance_Floor_Fundraiser.asr.srt)

You can download that text file and import it into a program that edits captions, such as [CADET](#). Then re-upload the corrected captions to the item.

## How to use start & stop points in Internet Archive video with hyperlinked meeting agendas

See [Civic Video Tagging Project](#)

Example Meeting: [https://archive.org/details/AH-fcc\\_4-16-18](https://archive.org/details/AH-fcc_4-16-18)

Hyperlinked Agenda:

[https://archive.org/download/AH-fcc\\_4-16-18/Fcc\\_agenda\\_linked\\_4-16-18.pdf](https://archive.org/download/AH-fcc_4-16-18/Fcc_agenda_linked_4-16-18.pdf)

## Admin pages and graphs to monitor what’s happening on the Archive

[your own queue](#) this shows the status of any jobs related to items you’ve submitted.

[Screenshot](#) showing 1,043 of Community Media Archive video jobs being derived at once.

[graphs for all of archive.org](#) I check “Waiting Derives” and “Derives/hour” to make sure there’s not a big backlog in the Archive’s processing