



**Are you ready to contribute metadata records to DPLA through ESDN?**

- 1.) Is your institution able and willing to sign a permission letter agreeing to contribute your metadata to DPLA under a [CC0](#) license?
- 2.) Are your digital collections (images, texts, etc.) available on a publically accessible site?
- 3.) Is your system configured to share your collection metadata through an [OAI-PMH](#) feed?
- 4.) Do each of the records in your collection include a unique title field and a valid rights statement? (see [ESDN metadata requirements](#))
- 5.) Does your system store thumbnail images of the objects in your collection?
- 6.) Are you able to provide, in each of your records, a link back to the record on your local site?
- 7.) Do you have a staff member who can work with ESDN staff and/or your ESLN Regional Liaison to address any issues related to sharing your collection metadata with the DPLA?

If you have any questions about the above considerations and/or are unsure if you meet the requirements for contributing to ESDN, please contact your ESLN [regional liaison](#).