

Transcription Center for Teens



Educator Toolkit



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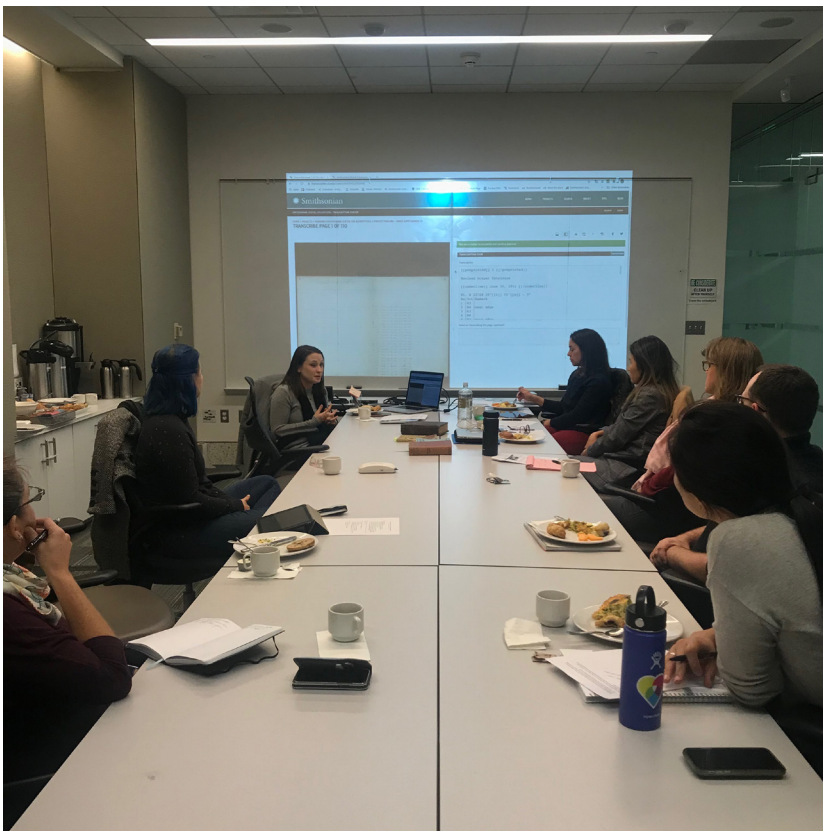


Smithsonian Institution
Traveling Exhibition Service

Project Background

The Smithsonian's goal is to provide resources that help teachers bring real-world objects into their classrooms to facilitate discussion and learning. In 2019 the Smithsonian Transcription Center and the National Museum of American History began a project that would align selected transcription projects with the new exhibition *Girlhood (It's complicated)*. The purpose of this was to expand the reach of the Transcription Center to a youth audience and engage young people with a new set of transcription projects focused on American Women's History. The project included digitization and transcription of pan-Smithsonian archival materials that explore the diverse experiences of American girlhood and the development of an educational toolkit that encourages secondary teachers to integrate transcription projects into student learning.

We developed the *Transcription Center for Teens* educator toolkit to provide a step-by-step guide to incorporating transcribed materials into the classroom. The Smithsonian Transcription Center, the National Museum of American History, the Smithsonian Center for Learning and Digital Access, and Smithsonian Enterprises collaborated with five secondary teachers from the greater Washington, D.C., metro area to create this toolkit.



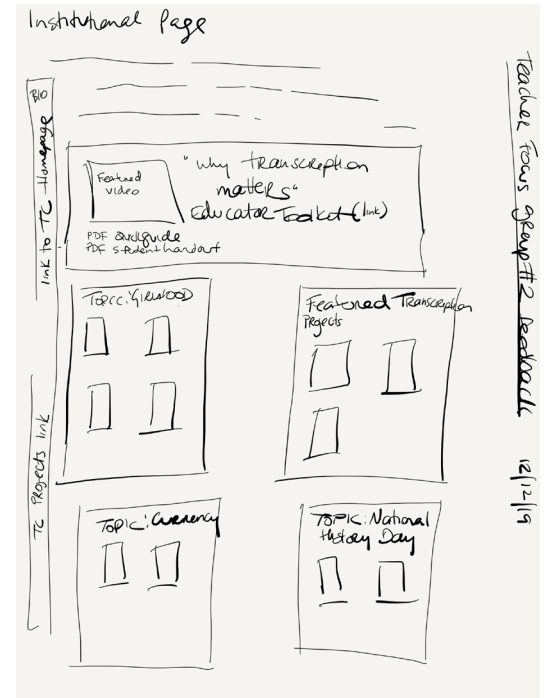
The first teacher advisory group meeting

Educator Toolkit

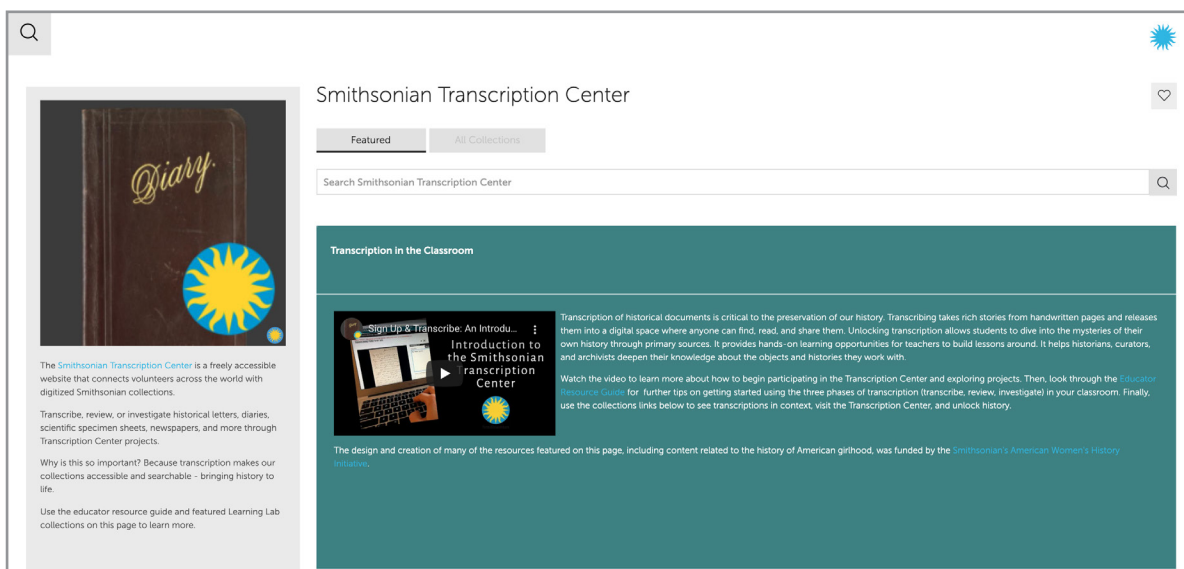
The Transcription Center for Teens educator toolkit can be found on the [Smithsonian Transcription Center's Learning Lab institutional profile page](#) or through its [direct link here](#). Learning Lab created a user-friendly platform for teachers and students to quickly navigate the toolkit while also accessing many of the [Transcription Center's transcribed materials](#).

The teacher advisory group's feedback led to implementation of three core goals of the Transcription Center into the educational toolkit: to transcribe, to review, and to investigate. This information was used to develop the [Educator Toolkit hosted on the Smithsonian Learning Lab](#), including a step-by-step Educator Resource Guide; Educator and Student step-by-step guides for transcribing, reviewing, and investigating TC projects; and "Curricular Connections," Learning Lab collections using transcribed content.

One of the educators from the teacher advisory group created two high school-level Learning Lab collections using transcribed collections ("[Arrival - Native Americans Meet the English Colonizers](#)" and "[Change for Black Americans](#)"). Both of these were added to the completed Transcription Center Educator Toolkit.



A mockup design of the Transcription Center's Learning Lab institutional profile page

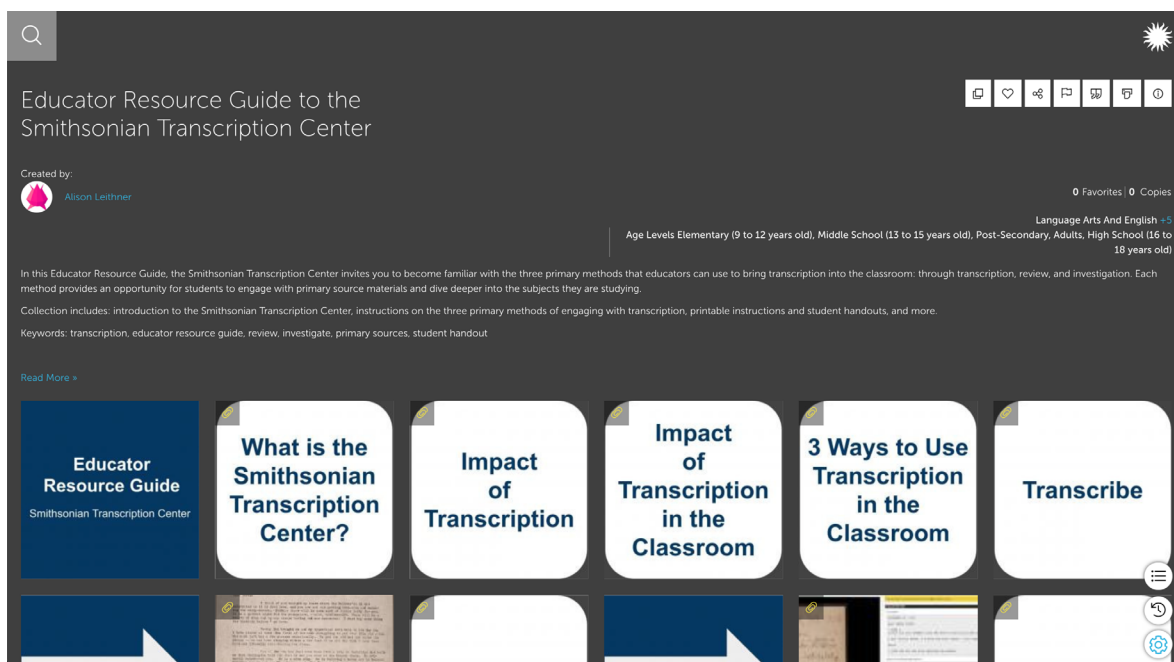


An image of the Transcription Center's Learning Lab institutional profile, Fall 2021

Using the Educator Toolkit in Your Classroom

The educator toolkit can be used in the classroom to help your students develop essential digital skills like detailed analysis through transcription, content review and editing, and digital research and investigation. Students can practice their skills at transcription by creating a typed version of exactly what the document says (transcribe), to carefully compare a completed transcription against the original text (review), or to use a document and its transcription as primary sources that correspond with a topic or curricular objective that you are working on in the classroom (investigate).

Curricular connections and examples of incorporating transcription into the classroom can be found in the educator toolkit.



An image of the Transcription Center for Teens Educator Toolkit as a Learning Lab collection