

INFORMATION ON CONTRIBUTING TO THE U.S. WOMEN'S ROWING HISTORY ARCHIVES

Your Story Is Part of the History

Welcome—and thank you for helping us preserve the history of women's rowing in America!

If you have photographs, films, documents, stories, or other historical material from your experience in women's rowing, **you have something important to contribute.**

Athletes, coaches, administrators, organizers, parents, supporters, and others who were there are the people who can tell this story. By sharing your material, **you become part of the team preserving that history. You are, in fact, an archivist!**

Why Your Material Matters

The first phase of the U.S. Women's Rowing History Archives focuses on the years **1880–1996**—the formative years of women's rowing in America.

During this period, a relatively small number of people established clubs, collegiate programs, regattas, national organizations, and opportunities for women to row and compete. Their efforts ultimately helped create a sport in which thousands of women—from teenagers to senior citizens—participate today.

But this isn't the story of just a few people or a few places.

Women's rowing grew across the country—from the East Coast to the West Coast, from clubs to colleges, from local regattas to national and Olympic teams. It grew through persistence, resistance, opportunity, friendship, competition, and above all, a love of rowing.

Your photograph may show a team that no longer exists.

Your old program may document a regatta that has been forgotten.

Your home movie may capture women rowing before anyone thought that footage would someday be historically important.

Your letters, journals, results, or memories may fill in a piece of the story that exists nowhere else.

Your story is part of the tapestry of women's rowing.

The Archives seeks to preserve not only what happened, but **the people who made it happen—and the impact rowing had on their lives.**

WHERE WILL THE ARCHIVES BE HOUSED?

The U.S. Women's Rowing History Archives will be housed at the **Stark Center for Physical Culture and Sports at the University of Texas**, one of the world's leading centers for preserving the history of sport.

The goal is to create a permanent resource where future athletes, coaches, historians, researchers, journalists, filmmakers, educators, and rowing enthusiasts can discover the history of the women who built this sport.

WHAT DOES IT MEAN TO CONTRIBUTE?

Don't let the word *archive* intimidate you. **You don't have to be an archivist to contribute!**

There are three basic steps:

1. DIGITIZE YOUR MATERIAL

The Archives can accept only digital material rather than physical objects.

If your photographs, slides, documents, films, or recordings aren't digital yet, don't worry. There are a number of places that can digitize them for you, and we can help point you in the right direction.

2. TELL US WHAT YOU HAVE

We need some basic information so that future researchers can understand what they're looking at.

For example:

- Who is pictured or involved?
- What year or approximate date is it?
- Where did it happen?
- What team, club, college, regatta, or organization is involved?
- Is there anything else we should know?

You don't have to know every answer. And if you aren't sure, simply tell us what you do know.

We'll ask you to provide information, if known, about:

- Who created the material, if known
- How you would like the material to be used

WHAT KINDS OF MATERIAL CAN YOU CONTRIBUTE?

Almost anything that helps tell the story of women's rowing!

PHOTOGRAPHS & IMAGES

- Photographs
- Slides
- Team photographs
- Regatta photographs
- Individual athlete photographs

FILM & AUDIO

- Home movies
- Film footage
- Documentaries
- Oral history interviews
- Audio recordings

DOCUMENTS & PUBLICATIONS

- Team rosters
- Regatta programs
- Schedules and results
- Newspapers and magazine articles
- Books and publications
- Research papers
- Journals
- Correspondence

STORIES & HISTORIES

- Club histories
- College-program histories
- National and Olympic team histories
- Regatta histories
- Organizational histories
- Athlete, coach, and administrator biographies
- Personal anecdotes and memories

OTHER RESOURCES

- Archival links
- Collections held elsewhere
- Material you believe belongs in the Archives, even if you're not sure exactly where it fits

If it tells something about the history of women's rowing, it has a place in the Archives.

HOW TO CONTRIBUTE PHOTOGRAPHS, SLIDES & DOCUMENTS

We ask that photographs, slides, and written documents be digitized from the **original material whenever possible**.

You can have photographs and documents scanned at many FedEx, Walmart, photography, and scanning locations.

A NOTE ABOUT IMAGE QUALITY

For photographs and documents, higher-resolution files are important because they allow future researchers to see details clearly.

As a general guideline, **please try to provide files larger than 1 MB whenever possible**.

Don't worry if you're not sure whether your files are good enough. **Send us what you have and we'll help you determine whether anything needs to be rescanned.**

IDENTIFYING YOUR PHOTOGRAPHS

Please number your photographs—for example, **1, 2, 3, 4**—and use the Archives Contributor Sheet to tell us what you know about each one.

For each photograph, provide whatever information you have:

- Names of athletes or others pictured
- Approximate date or year
- Location or event
- Team, club, college, or organization
- Any other details or memories

Even a few words can be valuable.

FILMS, HOME MOVIES & AUDIO RECORDINGS

Films, home movies, and audio recordings can be some of the most extraordinary material in an archive because they allow future generations to **see and hear the people who were there.**

We ask that material being permanently housed in the Archives be digitized.

If you have film footage, home movies, or audio recordings, please let us know what you have—even if you aren't sure how to digitize it. **We can help with the next step.**

For larger digital files (generally over 25 MB), we can receive material through services such as **WeTransfer or Google Drive.**

Whenever possible, please tell us:

- Who created or recorded the material
 - Approximately when it was made
 - Where it was made
 - Who or what is shown
 - Any background information you know
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WHAT ABOUT FILMS/BOOKS THAT YOU STILL SELL OR DISTRIBUTE?

We absolutely want to know about them.

If you own a film or book or other material that you are still distributing or monetizing, you **do not have to give up your existing distribution arrangements in order to help the Archives.**

In that situation, you may be able to provide a link to where the film can be viewed rather than placing the complete film in the Archives.

Trailers and other excerpts are also welcome.

The Archives team will work with you to determine the best way to preserve and provide access to your material while respecting your rights.

WHAT HAPPENS TO MY MATERIAL?

The Archives will be open to anyone interested in studying the history of women's rowing.

Researchers will be able to browse the collections and discover the photographs, documents, films, stories, and other material contributed by the rowing community.

The purpose is preservation and access—not commercialization.

The Archives and the Stark Center will establish attribution for contributed material, but the Archives is not intended to monetize contributors' rights.

Rights and attribution can sometimes seem complicated, so **we will provide more information and guidance as part of the contribution process.**

WHAT IF I HAVE SOMETHING IMPORTANT BUT CAN'T DIGITIZE IT?

Please don't let that stop you from contacting us.

If you have photographs, films, documents, memorabilia, or other material that you believe belongs in the history of women's rowing—but you don't have the ability to digitize it yourself—tell us about it.

Fill out the contribution form on the website and, in the **CONTRIBUTIONS** section, simply describe what you have:

“Photographs from the 1978 Yale women's crew”

“Home movies from the 1975 National Championships”

“Correspondence from the early years of our club”

“Programs from the first women's regattas”

Please include your contact information.

A member of the Archives team will get in touch with you as soon as possible.

DON'T UNDERESTIMATE WHAT YOU HAVE

You may look at an old box of photographs and think, *“Who would want these?”*

We do.

You may have a program, a letter, a roster, a newspaper clipping, or a photograph that seems ordinary because you lived through it.

But for someone fifty years from now trying to understand how women's rowing developed in America, **that ordinary photograph may be extraordinary.**

The history of women's rowing belongs to all of us who were there.

Help us make sure it isn't lost.

Thank you for becoming part of the U.S. Women's Rowing History Archives.