Metadata: An Overview for Digital Collections

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Metadata
An overview for digital collections

Marina Georgieva | Visiting Digital Collections Librarian
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Overview

- Object description
- Provides intellectual access to object
- Enhances easy object retrieval
- Supports subject searching
- Supports faceting
- Promotes consistency

Significant from user perspective - users rely on metadata to discover and interact with content!
Granularity

- Rich vs. basic
- Collection size affects granularity
  - Large-scale projects
  - Boutique collections
  - Digital exhibits
- Material format affects granularity
  - Newspapers
  - Manuscripts
  - Photographs

Metadata record: newspaper issue

Metadata record: manuscript
Metadata

Types

- Descriptive
- Administrative
  - Technical
  - Preservation
  - Rights
- Structural

Helpful resources


Metadata standards and schemas
Reusing metadata

- Best practice for large scale digitization
- Saves time and resources
- Consistency among systems
Metadata

Metadata application profile

Overview
● Outlines metadata elements
● Sets encoding scheme
● Defines element occurrence
● Defines element obligation
● Collection specific vs. global

Benefits
● Promotes consistency
● Enforce same description rules for all digital objects
● Provides indexing guidelines
● Provides examples
● Supports interoperability

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<table>
<thead>
<tr>
<th>Local element</th>
<th>Definition</th>
<th>Obligation</th>
<th>Occurrence</th>
<th>Encoding scheme</th>
<th>Mapping to DC</th>
<th>Mapping to MODS</th>
<th>Input Guidelines</th>
<th>Examples</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title</td>
<td>The title (official or supporting the resource)</td>
<td>Mandatory</td>
<td>Non-repeatable</td>
<td>[free text]</td>
<td>Title</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Church name</td>
<td>The official name given to the church or of not available the name it's best known for</td>
<td>Mandatory</td>
<td>Non-repeatable</td>
<td>[constrained format]</td>
<td>Subject</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Church location</td>
<td>The geographic location of the church</td>
<td>Mandatory</td>
<td>Non-repeatable</td>
<td>TGN</td>
<td>Coverage Spatial</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Church location</td>
<td>The geographic location of the church</td>
<td>Mandatory</td>
<td>Non-repeatable</td>
<td>PCB local authority file</td>
<td>Coverage Spatial</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Geographic coordinates</td>
<td>Standard representation of geographic point by coordinates</td>
<td>Required if available</td>
<td>Non-repeatable</td>
<td>ISO 6709</td>
<td>Coverage Spatial</td>
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</tr>
</tbody>
</table>

Fictitious metadata profile with local element set and mapping to established metadata schemas
# Dublin Core

The Simple DC element set

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Title</td>
<td>8. Type</td>
</tr>
<tr>
<td>2. Creator</td>
<td>9. Format</td>
</tr>
<tr>
<td>3. Subject</td>
<td>10. Identifier</td>
</tr>
<tr>
<td>4. Description</td>
<td>11. Source</td>
</tr>
<tr>
<td>5. Publisher</td>
<td>12. Language</td>
</tr>
<tr>
<td>7. Date</td>
<td>14. Coverage</td>
</tr>
<tr>
<td></td>
<td>15. Rights</td>
</tr>
</tbody>
</table>

Metadata

Controlled vocabularies

Benefits
● Improve resource discovery
● Allow grouping of similar objects
● Support search functionality
● Support browse functionality
● Support faceting
● Promote consistency

Role
● Disambiguate concepts
● Provide synonym control
## Metadata

<table>
<thead>
<tr>
<th>Types</th>
<th>Examples</th>
<th>Issues</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lists</td>
<td>- AAT: Art and Architecture Thesaurus</td>
<td>- Inconsistency</td>
</tr>
<tr>
<td>Synonym rings</td>
<td>- FAST: Faceted Application of Subject Terminology</td>
<td>- Redundancy</td>
</tr>
<tr>
<td>Authority files</td>
<td>- TGM: Thesaurus for Graphic Materials</td>
<td></td>
</tr>
<tr>
<td>Thesauri</td>
<td>- LCSH: Library of Congress Subject Headings</td>
<td></td>
</tr>
<tr>
<td>Subject heading lists</td>
<td>- MESH: Medical Subject Headings</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- TGN: Getty Thesaurus of Geographic Names</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- ULAN: Union List of Artist Names</td>
<td></td>
</tr>
</tbody>
</table>