

Digital Library of the Caribbean

Bibliographic Metadata Specification

Draft 10/20/05

This document describes the metadata employed for digital resources targeted for the Digital Library of the Caribbean [dLOC] web server located at the University of Florida. The project programmer will supply you with data-entry software. This software will be capable of producing metadata in compliance with the dLOC METS profile that will assist with searching and displaying of digital resources in dLOC.

Institutions mounting their own resources, to be harvested by OAI, are not required to follow this metadata standard.

There are four basic categories of bibliographic metadata collected. Information is recorded which pertains to the original resource. A variety of information is collection about the title(s) of the object. Data about the subject of the resource is also collected. And several additional fields are collected. These fields are briefly listed below and then detailed in the following pages.

Original Resource Information

- Contributor
- Creator
- Date of Publication
- Format
- Language
- Publisher
- Source Statement
- Type of Resource

Title Information

- Title
- Alternate Title
- Series Title
- Uniform Title

Subject Information

- Genre
- Spatial Coverage
- Subject & Keywords
- Temporal Coverage

Additional Information

- Abstract
- Description
- Identifiers
- Resource Notes

Additional fields will be included in the metadata which are either constants, or depend only on the partner submitting the metadata. Each digital resource will be analyzed by the University of Florida to determine which collection and sub-collection each item should appear in.

Any questions about this document should be directed to Mark Sullivan of the University of Florida at MarSull@uflib.ufl.edu.

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ORIGINAL RESOURCE INFORMATION

CONTRIBUTOR

- METS name.....dloc.Contributor
Repeatable Yes
Required No
Multilingual support.....translation table will be built for *role* attribute
MARC mapping 100, 110, 700, or 710 (with |4 role)
Data type free-text
Valid values *The name of the person or corporate entity secondarily responsible for the creation and/or design of the object. If it is a manufactured item, use the name of the manufacturer.*
For personal names, use the format: *Last, First Middle*
For corporate names, use the format: *Company. Division. Unit.*
- METS attribute.....role (*optional*)
Data type controlled list
Valid values [[MARC Value List for Relators and Roles](#)]
- METS attribute.....location (*optional*)
Data type free-text
- METS attribute.....dates (*optional*)
Data type alpha-numeric
Valid values [*contributor's birth and death dates if known*]
use one of these formats: **yyyy-** or **yyyy-yyyy**
- Note Corporate contributors do not usually have associated dates
Note Extra information may be used to establish name authorities at some future date

Example METS:

```
<dloc:Contributor>  
  <dloc:name role="role" dates="dates" location="loc"> Contrib </dloc:name>  
  <dloc:name role="Illustrator"> Williams Engraving </dloc:name>  
</dloc:Contributor>
```

CREATOR

- METS name.....dloc.Creator
Repeatable Yes
Required No
Multilingual support.....translation table will be built for *role* attribute
MARC mapping 100, 110, 700, or 710
Data type free-text
Valid values *The name of the person or corporate entity primarily responsible for the creation and/or design of the object. If it is a manufactured item, use the name of the manufacturer.*

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For personal names, use the format: *Last, First Middle*
For corporate names, use the format: *Company. Division. Unit.*

METS attribute.....role (*optional*)
Data typecontrolled list
Valid values [[MARC Value List for Relators and Roles](#)]

METS attribute.....location (*optional*)
Data typefree-text

METS attribute.....dates (*optional*)
Data typealpha-numeric
Valid values [*creator's birth and death dates if known*]
use one of these formats: **yyyy-** or **yyyy-yyyy**

NoteCorporate creators do not usually have associated dates
NoteExtra information may be used to establish name authorities at some future date

Example METS:

```
<dloc:Creator>  
  <dloc:name role="role" dates="dates" location="loc"> Creator </dloc:name>  
  <dloc:name role="Author"> Twain, Mark </dloc:name>  
</dloc:Creator>
```

DATE OF PUBLICATION

METS name.....dc.date
RepeatableNo
RequiredNo
MARC mapping260: : |c
Data typealpha-numeric, where the first 4 places must be numbers and the 5th place may only be a question mark.
Valid values [*approximate year of publication or origination*]
Use the format *yyyy* or *yyyy?* Do not use date ranges.

Example METS :

```
<dc:date> 1891 </dc:date>
```

FORMAT

METS name.....dc.format
RepeatableNo
RequiredNo
Multilingual support.....translation table may be built
MARC mapping300
Data typefree-text
Valid values [*follow basic MARC formatting for the 300 field*]

Example METS:

```
<dc:format> format </dc:format>
```

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LANGUAGE

METS name.....dc.Language
Repeatable Yes
Required No
MARC mapping 006, 008
Data type controlled list
Valid values en, fr, sp

Example METS:

```
<dc:Language"> English </dc:Language>
```

PUBLISHER

METS name.....dloc.Publisher
Repeatable No
Required No
MARC mapping 260: : |b
Data type free-text
Valid values [*Publisher of the original resource*]

METS attribute.....place (*optional*)
Data type free-text

Example METS:

```
<dloc:Publisher>  
  <dloc:name place="New York, NY"> Publisher </dloc:name>  
</dloc:Publisher>
```

SOURCE STATEMENT

METS name.....dloc.Source
Repeatable No
Required No
MARC mapping n/a
Data type free-text
Valid values [*Description of the source of the original resource.*]
Note Values entered here will be analyzed and, as appropriate, added to the holding location information and attribution.

METS attribute.....code (*required*)
Data type controlled list
Valid values (list still being compiled)

Example METS:

```
<dloc:Source>  
  <dloc:statement code="UF">University of Florida</dloc:statement>  
</dloc:Source>
```

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TYPE

METS name.....dloc.Type
RepeatableNo
RequiredYes
MARC mapping006, position 0
Data typecontrolled vocabulary
Valid valuesAERIAL, ARTIFACT, BOOK, MAP, MONOGRAPH, PHOTOGRAPH,
POSTCARD, SERIAL

Example METS:

```
<dloc:type> BOOK </dloc:type>
```

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TITLE INFORMATION

TITLE

METS name.....dc.Title
RepeatableNo
RequiredYes
MARC mapping245
Data typefree-text

Example METS:

```
<dc:title> title </dc:title>
```

ALTERNATE TITLE

METS name.....dloc.AltTitle
RepeatableYes
RequiredNo
Multilingual support..... Alternate title can be used to support titles in alternate languages
MARC mapping246, 247
Data typefree-text

Example METS:

```
<dloc:AltTitle> Alternate Title </dloc:AltTitle>
```

SERIES TITLE

METS name.....dloc.SeriesTitle
RepeatableYes
RequiredNo
MARC mapping440, 490
Data typefree-text

Example METS:

```
<dloc:SeriesTitle> Series Title </dloc:SeriesTitle>
```

UNIFORM TITLE

METS name.....dloc.UniformTitle
RepeatableYes
RequiredNo
MARC mapping240
Data typefree-text

Example METS:

```
<dloc:UniformTitle> Uniform Title </dloc:UniformTitle>
```

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SUBJECT INFORMATION

GENRE

METS name.....dloc.Genre
Repeatable Yes
Required No
Multilingual support.....translation table will be built
MARC mapping 655
Data type free-text
Note Use of LCSH genre terms is encouraged

Example METS:

```
<dloc:Genre> genre </dloc:Genre>
```

SPATIAL COVERAGE

METS name.....dloc.Spatial
Repeatable Yes
Required No
Multilingual support.....translation table will be built
MARC mapping 651, 255 |c
Data type free-text
Valid values [*Spatial coverage keywords and controlled vocabularies*]
Note Use of FIPS or other controlled vocabularies is encouraged.
Note Programming hopes to supply a list of place names from which to select

METS attribute.....scheme (*optional*)
Data type controlled list
Valid values fips, gnis, huc, lcsh

Example METS:

```
<dloc:Spatial>  
  <dloc:name scheme="fips"> 12011 </dloc:name>  
  <dloc:name scheme="lcsh"> Gainesville -- Florida </dloc:name>  
</dloc:Spatial>
```

SUBJECT & KEYWORDS

METS name.....dloc.Subject
Repeatable Yes
Required No
Multilingual support.....translation table will be built
MARC mapping 6xx (not 652 or 651), 752
Data type free-text
Valid values [*Depends on the scheme used.*]
nmc= <http://www.uflib.ufl.edu/digital/collection/EphemeralCities/Chenhall.html>
lcsh= <http://www.loc.gov/rr/print/tgm1/>
aat= <http://www.getty.edu/research/tools/vocabulary/aat>

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lcsh= <http://authorities.loc.gov/>

METS attribute.....scheme (*optional*)
Data typecontrolled list
Valid valuesaat, fdoesss, lctgm, lcsh, ulan, nmc

Example METS:

```
<dloc:Subject>  
  <dloc:name> Building Materials </dloc:name>  
  <dloc:name scheme="lcsh"> Tin Roof Shack -- Florida </dloc:name>  
</dloc:Subject>
```

TEMPORAL SUBJECT

METS name.....dloc.Temporal
RepeatableYes
RequiredNo
Multilingual support.....translation table will be built
MARC mapping648, 650 |y
Data typefree-text
Valid values

METS attribute.....start (*optional*)
Data typeyear

METS attribute.....end (*optional*)
Data typeyear

Example METS:

```
<dloc:Temporal>  
  <dloc:period start="1945" end="1973">post-WW II</dloc:period>  
</dloc:Temporal>
```

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ADDITIONAL INFORMATION

ABSTRACT

METS name.....dloc.Abstract
RepeatableYes (for multiple languages only)
RequiredNo
Multilingual support.....Entered in Spanish, French, and/or English
MARC mapping520: :|a
Data typefree-text

METS attribute.....language (*defaults to 'en'*)
Data typecontrolled list
Valid valuesen, fr, sp

Example METS :

```
<dloc:abstract>  
  <dloc:text language="en"> Abstract </dloc:text>  
  <dloc:text language="fr"> Résumé </dloc:text>  
</dloc:abstract>
```

DESCRIPTION

METS name.....dloc.Description (*as planned*)
RepeatableYes (for multiple languages only)
RequiredNo
Multilingual support.....Entered in Spanish, French, and/or English
MARC mapping500: :|a
Data typefree-text
Valid values[*an account of the content of the resource*]

METS attribute.....language (*not present currently... future plan*)
Data typecontrolled list
Valid valuesen, fr, sp

Example METS: (*planned*)

```
<dloc:Description language="en"> description </dloc:Description>
```

IDENTIFIER

METS name.....dloc.Identifier
RepeatableYes
RequiredNo
MARC mapping655
Data typealpha-numeric

METS attribute.....type

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Data type controlled list
Valid values ead, sip, isbn, issn, lccn, aleph, notis, oclc, other

Example METS:

```
<dloc:Identifier type="notis"> AAA1234 </dloc:Identifier>  
<dloc:Identifier type="other"> 01212123 </dloc:Identifier>
```

RESOURCE NOTES

METS name dloc.Note (*as planned*)
Repeatable Yes (for multiple languages only)
Required No
Multilingual support Entered in Spanish, French, and/or English
MARC mapping None
Data type free-text
Valid values [*general notes and information about this resource*]

METS attribute language (*not present currently... future plan*)
Data type controlled list
Valid values en, fr, sp

Example METS: (*planned*)

```
<dloc>Note language="en"> note </dloc>Note>
```