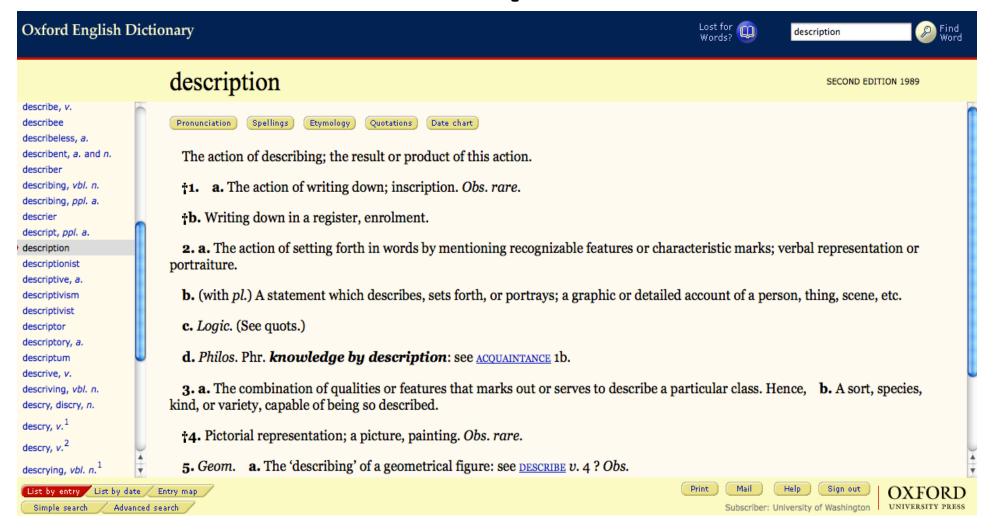
Describing Description &

Accessing Access

Laurel Sercombe & John Vallier

University of Washington
Sound Archiving in Ethnomusicology (Music 512)
Copyright 2010

Description



Description

The process of establishing intellectual control over audiovisual holdings by recording information about archival collections in standardized forms.

Ethnoid Detour

- Description a part of ethno
 - Fieldwork generates description
 - Hornbostel-Sachs
 - http://en.wikipedia.org/wiki/Hornbostel-Sachs
 - Lomax & Cantometrics
 - http://en.wikipedia.org/wiki/Hornbostel-Sachs

3 different spheres of description

- Library Items
 - Catalog Record
- Archival Collections
 - Finding Aids
- Digital Objects
 - Database

In the library...

- Descriptive Cataloging The phase of the cataloging process concerned with the identification and description of library material and the recording of this information in the form of a catalog entry.
- Authority Control the procedures by which consistency of form is maintained in the headings (names, uniform titles, series titles, and subjects) used in a library catalog or file of bibliographic records through the application of an authoritative list (called an authority file) to new items as they are added to the collection. (ODLIS 1/25/07 http://lu.com/odlis/)

Cataloging Rules

- <u>AACR2</u> Anglo-American Cataloguing Rules, Second Edition: First published in 1967, AACR2 is designed for use in the construction of <u>catalogues</u> and other lists in general <u>libraries</u> of all sizes. These rules cover the description of and the provision of access points for library materials.
- RDA Resource Description and Access: "RDA is being developed as a new standard for resource description and access designed for the digital world"

http://www.rda-jsc.org/rdaprospectus.html

AACR2

Tag 245 — Title of the Work

"Transcribe the title proper exactly as to wording, order, and spelling, but not necessarily as to punctuation and capitalization."—1.1B1.

"If the title proper is not taken from the chief source of information, give the source of the title in a note."—1.1B1.

For example:

500 | a Cover title.

Parallel titles

Parallel titles are titles in other languages

"Transcribe parallel titles in the order indicated by their sequence on, or by the layout of, the chief source of information."—1.1D1.

For example:

245 10 | a Wood Cree = | b Les Cris des forêts

Other title

In the following example, "The man who made his name" is the other title—1.1E1

245 10 | a Edgar Wallace : | b the man who made his name

"If the other title information is lengthy, either give it in a note (see 1.7B5) or abridge it."-1.1E3

Statement of Responsibility — 1.1F

245 10 | a Title / | c Statement of responsibility.

"Transcribe statements of responsibility appearing prominently in the item in the form in which they appear there."—1.1F1.

Examples:

```
/ |c edited by John Smith; illustrated by John Jones.
/ |c by J. Adams.
/ |c Peter Jameson.
/ |c Sam Awk and Hans Stenholm.
/ |c edited by George King, Ann Arsenault.
/ |c edited by George Wilson and Adam Snow.
/ |c par Pierre Bruneau.
/ |c [edited by] John Dickenson.
(Title page showed John Dickenson only, but he is only an editor. Square brackets because we added the information.)
/ |c by J. Williamson ... [et al.].
(used when there are more than 3 authors)
```

Subjects & Containers

- Subject cataloging The assignment of classification numbers and subject headings to the items of an archival collection
- MARC (Machine-Readable Cataloguing) a format standard for the storage and exchange of bibliographic records and related information in machine-readable form; developed in the 1960s and used for most library cataloging today.

Subject Cataloging Rules/Standards

- <u>LCSH</u> Library of Congress Subject Headings comprise a <u>thesaurus</u> of <u>subject headings</u>, maintained by the LC for use in records. LCSH are an integral part of <u>bibliographic control</u>, which is the function libraries use to collect, organize, disseminate things.
- <u>LCCS</u> Library of Congress Classification
 System is a system of <u>library classification</u>
 (argh! another self-referential definition!)

LCSH

- **1.** The heading "Women" can be followed by subdivisions, which can be geographical, topical, chronological, or by form. For the full list of the more than three thousand authorized subdivisions, see *Free-floating Subdivisions: An Alphabetical Index* (Washington: Library of Congress, annual; Z663.72.F74; in most reading rooms).
- Examples of subdivisions are: **United States, Nebraska, Folklore, History, 19th century, Bibliography, Biography, or Periodicals.**
- These can be strung together in a fixed order: **Women—United States—Bibliography** or **Women—Massachusetts— History—Indexes.**
- Several subdivisions that are particularly useful for locating primary sources are: **Sources, Diaries, Narratives, Correspondence, Interviews, Quotations,** or **Collections.**
- 2. The heading "Women" can be followed by an occupation, as in Women poets; Women social reformers; or Women surgeons.
- 3. The phrase "Women in" can be followed by terms such as Women in literature; Women in missionary work; Women in television broadcasting; or Women in the professions.
- 4. In keeping with the Library's cataloging policy of applying the most specific terms appropriate to an item, many words can be added to the word "Women" to narrow a search; for instance: African American women; Hispanic American women; Korean American women; Aged women; Divorced women; Homeless women; Poor women; Rural women; Single women; Baptist women; Jewish women; or Women immigrants.
- Each of these terms may have subdivisions: **Homeless women—United States—Biography**; **Single women—Conduct of life**; or **Women immigrants—Employment—Texas.**
- **5.** To give one longer example: the subject heading "Women artists" is related to many narrower terms and cross references, among them: **Women artists in literature; Lesbian artists; Indian women artists; Minority women artists; Women painters;** and **Women engravers.**
- Each of these narrower terms may in turn have subdivisions: **Women artists—United States—Exhibitions—Periodicals;** or **African American women artists—Biography—History and criticism.**

LCSH

manent link

for this record

Title A race against time [videorecording] : preserving our

audiovisual media / created by the Conservation Center for

Art and Historic Artifacts; in partnership with Lyrasis.

Pub Info [Philadelphia, PA]: Conservation Center for Arts and Historic

Artifacts, [2009?]

LOCATION CALL# STATUS

Media Center - Odegaard **DVD USMISC 124** AVAILABLE

Details

Description 1 videodisc (ca. 75 min.): sd., col.; 4 3/4 in.

Presenters: Alan Lewis, George Blood, Sarah Stauderman.

System Req DVD, NTSC.

Introduction -- Preservation basics -- Film part one -- Film part two -- Audio --Contents

Video -- Contracting for reformatting.

LC

Audio-visual materials -- Preservation. SUBJECTS

Library materials -- Conservation and restoration.

Genre/Form Instructional films.

Educational films. Nonfiction films.

Other

Lewis, Alan. Author

> Blood, George. Stauderman, Sarah.

Conservation Center for Art and Historic Artifacts.

Lyrasis (Firm).

OCLC# 465191271

LCCS

- A -- GENERAL WORKS WP version Word version
- B -- PHILOSOPHY. PSYCHOLOGY. RELIGION WP version Word version
- C -- AUXILIARY SCIENCES OF HISTORY WP version Word version
- D -- WORLD HISTORY AND HISTORY OF EUROPE, ASIA, AFRICA, AUSTRALIA, NEW ZEALAND, ETC. WP version Word version
- E -- HISTORY OF THE AMERICAS WP version Word version
- F -- HISTORY OF THE AMERICAS WP version Word version
- G -- GEOGRAPHY. ANTHROPOLOGY. RECREATION WP version Word version
- * H -- SOCIAL SCIENCES WP version Word version
- J -- POLITICAL SCIENCE WP version Word version
- K -- LAW WP version Word version
- L -- EDUCATION WP version Word version
- M -- MUSIC AND BOOKS ON MUSIC WP version Word version
- N -- FINE ARTS WP version Word version
- P -- LANGUAGE AND LITERATURE WP version Word version
- O -- SCIENCE WP version Word version
- R -- MEDICINE WP version Word version
- S -- AGRICULTURE WP version Word version
- T -- TECHNOLOGY WP version Word version
- U -- MILITARY SCIENCE WP version Word version
- V -- NAVAL SCIENCE WP version Word version
- Z -- BIBLIOGRAPHY, LIBRARY SCIENCE, INFORMATION RESOURCES (GENERAL) WP

Example of catalog card

```
Folio Soderberg, Pearcy Measday, 1901-636.6865 All about lovebirds / P. M. Soderberg. -- Hong Kong; Neptune City, N.J.: T.F.H. Publications, c1977.
96 p.: ill. (some col.); 21 cm. Includes index. ISBN 0-87666-957-7
```

Library of Congress - MARC Record

"Virtuoso from Afghanistan Ustad Mohammad Omar"

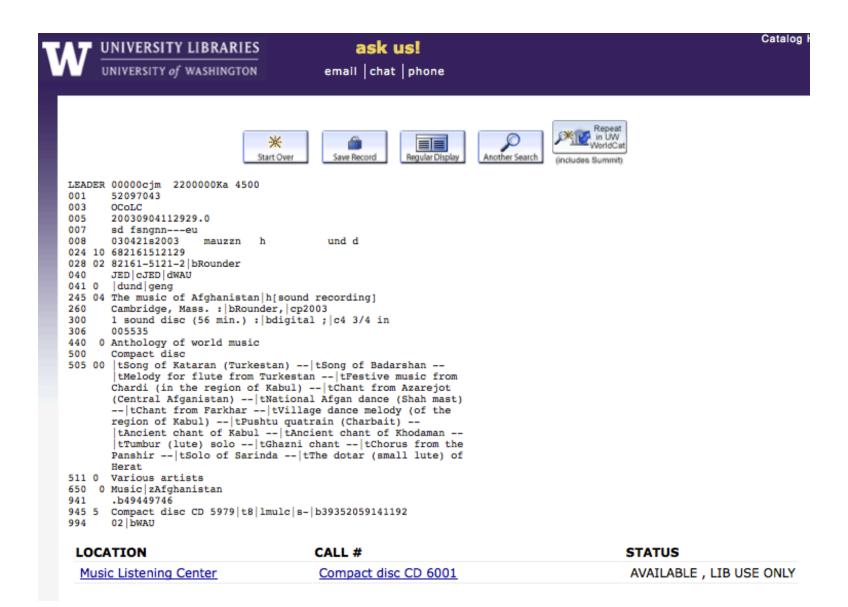
•	LC Control	No.: 2004713226	
•	LCCN Pern	nalink: http://lccn.loc.gov/2004713226	
•	000	01763cjm a22004571a 450	
•	001	13748340	
•	005	20070717134621.0	
•	007	sd fsngnnmmned	
•	008	041012p20021984nyufmn efhi d	
•	035	a (DLC) 2004713226	
•	040	a WC4 c WC4 d EMU d OBE d OMP d SYB d XFF d DLC	
•	024	1_ a 093074043929	
•	028	02 a SFW CD 40439 b Smithsonian Folkways	
•	033	00 a 19741118 b 4280	
•	041	0_ g eng	
•	042	a lcderive	
•	043	a a-af	
•	035	a (OCoLC)ocm49933337	
•	028	02 a SFW CD 40439 b Smithsonian Folkways Recordings	
•	010	a 2004713226	
•	050	00 a SDB 07795	
•	100	1_ a Omar, Mohammad. 4 itr	
•	245	10 a Virtuoso from Afghanistan h [sound recording] / c Ustad Mohammad Omar.	
•	246	3_ a Ustad Mohammad Omar, virtuoso from Afghanistan	
•	260	a Washington, DC: b Smithsonian Folkways, c [p2002]	
•	300	a 1 sound disc : b digital ; c 4 3/4 in.	
•	500	a Traditional instrumental music from Afghanistan.	
•	511	0_ a Ustad Mohammad Omar, rabab; Ustad Zakir Hussain, tabla.	

```
518
             __ | a Recorded at a public concert at the University of Washington, Nov. 18, 1974.
             __ |a Compact disc.
500
500
             __ | a Program notes (17 p. : map., ill., ports.) in container.
505
             00 | t Emen/Tintal | g (21:36) -- | t Bopali/Jhaptal | g (10:10) -- | t Tabla solo | g (7:52) -- | t Pelo/Tintal | g (15:57) -- | t Keliwali | g (6:56).
             _0 |a Rabāb and tabla music.
650
650
             _0 |a Folk music |z Afghanistan.
655
             _7 |a Compact discs. |2 local
700
             1_ |a Hussain, Zakir, |d 1951- |4 itr
906
             __ |a 7 |b cbc |c copycat |d 3 |e ncip |f 20 |g y-genmusic
925
             0_ |a acquire |b 2 copies |x policy default
952
             __ |a muzerec
             __ | a vn34 2004-10-12 to MBRS/RS | e vn07 2005-09-28 Copy 2 to MBRS/RS
955
985
             __ |c OCLC |e srreplace 2005-08
CALL NUMBER:
                        SSA 62915
  Copy 2
-- Request in: Request in advance in Rec Sound Ref Center (Madison, LM113)
-- Status:
             Not Charged
CALL NUMBER:
                        SDB 07795
  Copy 1
-- Request in: Request in advance in Rec Sound Ref Center (Madison, LM113)
```

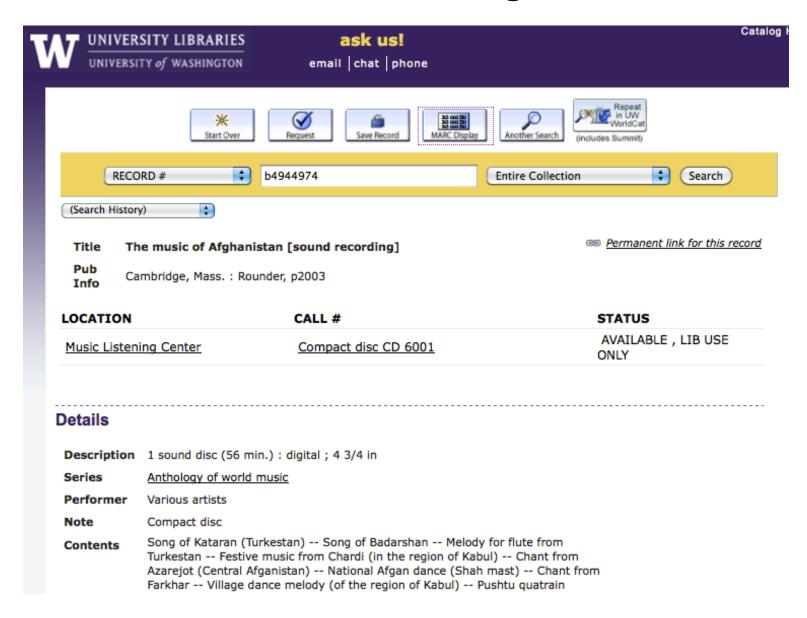
Not Charged

-- Status:

UW Libraries MARC Record



UW Libraries – Catalog Record



In the Archive...

- Finding Aids —a description of an archival collection.
- Encoded Archival Description- A standard for encoding archival finding aids using XML.
- Analogous to MARC... crosswalk
 - http://www.loc.gov/ead/tglib/appendix a.html#a3
- Maintained by LC in partnership with the Society of American Archivists.
 - http://www.loc.gov/ead/

EAD written in XML

• XML – the de-facto standard for representing metadata descriptions of resources on the Internet; a subset of the SGML markup language in which the tags define the kind of information contained in a data element, rather than how it is displayed; XML tags are not limited and predefined as they are in HTML - they must be created and defined through document analysis by the person producing the electronic document. (ODLIS 1/25/07 - http://lu.com/odlis/odlis_e.cfm)

Archival Description

- Describing Archives: A Content Standard (DACS) is an output-neutral set of rules for describing archives, personal papers, and manuscript collections, and can be applied to all material types.
- DACS extends the skeletal rules for archival materials that comprise chapter 4 of AACR2. It provides both specific rules for describing archives and illustrates how these rules might be implemented in MARC and EAD format. It includes crosswalks to these and other standards.
 - http://www.archivists.org/governance/standards/ dacs.asp

Archival Finding Aids

- California Digital Library provides repository for EAD finding aids
 - Online Archive of California (OAC)
- UCLA Ethnomusicology Archive on OAC
 - http://www.oac.cdlib.org/institutions/UCLA::Ethnomusicology+Archive
 - XML Code View http://www.loc.gov/ead/ead.rng

Open Archives Initiative Protocol for Metadata Harvesting (OAI)

- http://www.openarchives.org
- The Open Archives Initiative Protocol for Metadata Harvesting provides an applicationindependent interoperability framework based on metadata harvesting.
- There are two classes of participants in the OAI-PMH framework:
 - Data Providers administer systems that support the OAI-PMH as a means of exposing metadata; and
 - Service Providers use metadata harvested via the OAI-PMH as a basis for building value-added services.

Metadata - Definitions

<u>Descriptive</u> - Information describing the intellectual content of the object which, in turn, is used in the discovery and identification of an object. Can include a main entry (e.g. title or author) as well subject classification or subject tagging.

Administrative - Information used to manage the object or access to it. This may include technical information on how it was reformatted, its storage format/file type, and information necessary for the long-term preservation of the digital objects. May also include info about provenance and rights.

Structural - information that records relationships among components of compound digital objects, or, information that ties each object to others to make up logical units (e.g., side 1)

Metadata - Container/Elements

The Simple **Dublin Core Metadata Element Set (DCMES)** consists of 15 metadata elements:

- Title
- Creator
- Subject
- Description
- Publisher
- Contributor
- Date
- Type
- Format
- Identifier
- Source
- Language
- Relation
- Coverage
- Rights

Each Dublin Core element is optional and may be repeated. The DCMI has established standard ways to refine elements and encourage the use of encoding and vocabulary schemes. There is no prescribed order in Dublin Core for presenting or using the elements.

Dictionaries & Thesauri

- <u>Data Dictionary</u> a set of metadata (data about data) that contains definitions and representations of data elements; usually a <u>table</u> in a <u>database</u> that stores the names, <u>field</u> types, length, and other characteristics of the fields in the database tables.
 - For examples, see the list of UW Libraries Dublin Core Data Dictionaries http://www.lib.washington.edu/msd/mig/datadicts/default.html
- <u>Thesaurus</u> A type of <u>controlled vocabulary</u>, for indexing or tagging purposes. Such a thesaurus can be used as the basis of an index for online material. The <u>Art and Architecture Thesaurus</u>, for example, is used to index the Canadian national database of museums, Artifacts Canada, held by the <u>Canadian Heritage Information Network</u> (CHIN)

DC in Action

- http://digital2.library.ucla.edu/
 - http://digital.library.ucla.edu/frontera
 - http://digital2.library.ucla.edu/viewItem.do?ark=21198/zz00092f8c
- http://content.lib.washington.edu/
 - http://content.lib.washington.edu/ethnomusicweb/index.html
 - http://content.lib.washington.edu/cdm4/document.php?CISOROOT=/ ethnomusic&CISOPTR=328&REC=1
- http://memory.loc.gov/ammem/collections/voices/index.html
- http://glmu.alexanderstreet.com/

musica de la Frontera: archivo de la música Mexicana-Americana

- THE ARHOOLIE FOUNDATION'S STRACHWITZ FRONTERA COLLECTION OF MEXICAN AND MEXICAN AMERICAN RECORDINGS
- A project sponsored by Los
 Tigres del Norte Fund at UCLA
 and the UCLA Chicano Studies
 Research Center, in
 collaboration with the Fund for
 Folk Culture. Additional funding
 has been provided by Arhoolie
 Records.
- LA COLECCIÓN STRACHWITZ FRONTERA DE GRABACIONES MEXICANAS Y MÉXICO AMERICANAS DE LA FUNDACIÓN ARHOOLIE
- Un proyecto patrocinado por el Fondo de los Tigres del Norte de UCLA y el Centro de Investigación de los Estudios Chicanos en colaboración con el Fondo de Cultura Folkórica. Arhoolie Records ha proveído fondos adicionales.

Slide courtesy Stephen Davison (UCLA)

The Arhoolie Foundation's Strachwitz Frontera Collection of Mexican and Mexican American Recordings

- Physical collection owned by Arhoolie Foundation
- Digital collection owned by UCLA
- Intellectual property:
 - Music publishers and their successors
 - Recording companies and their successors
 - Performers and their successors
 - Chris Strachwitz
 - Orphan works
 - Public domain
 - ... but which is which????

Slide courtesy Stephen Davison (UCLA)

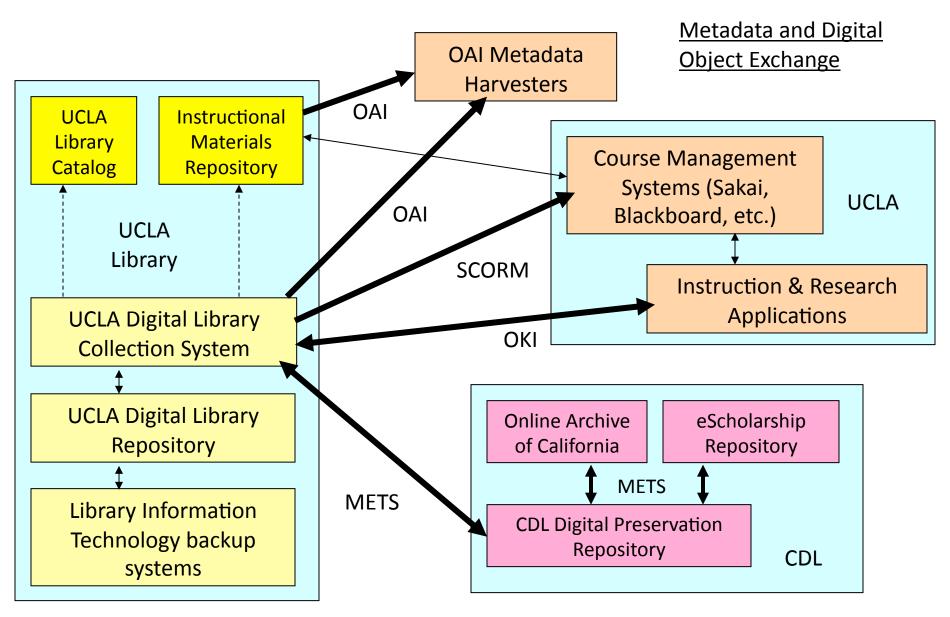
The Arhoolie Foundation's Strachwitz Frontera Collection of Mexican and Mexican American Recordings

- Local access
 - Unrestricted for users authenticated through UCLA network
- Remote access (not authenticated)
 - All metadata and images of labels available
 - Audio limited to 50 sec. incipit
 - Implementing a "borrowing" system:
 - Patrons request access to specific titles online
 - When granted (under fair use guidelines) we will grant password protected access for a limited time

Slide courtesy Stephen Davison (UCLA)

Exposure and sharing of digital objects

- METS (Metadata Encoding and Transmission Standard) an XML schema designed for the purpose of creating XML documents that express the hierarchical structure of digital library objects, the names and locations of the files that comprise those objects, and the associated metadata.
- MODS (Metadata Object Description Schema) an XML-based bibliographic description schema developed by the <u>Library of Congress</u>; designed as a compromise between the complexity of the <u>MARC</u> format used by libraries and the extreme simplicity of <u>Dublin Core</u> metadata. (Wikipedia 1/25/07)



Slide courtesy Stephen Davison (UCLA)

Metadata in Files

Metadata may be –

1) Separate from file

and

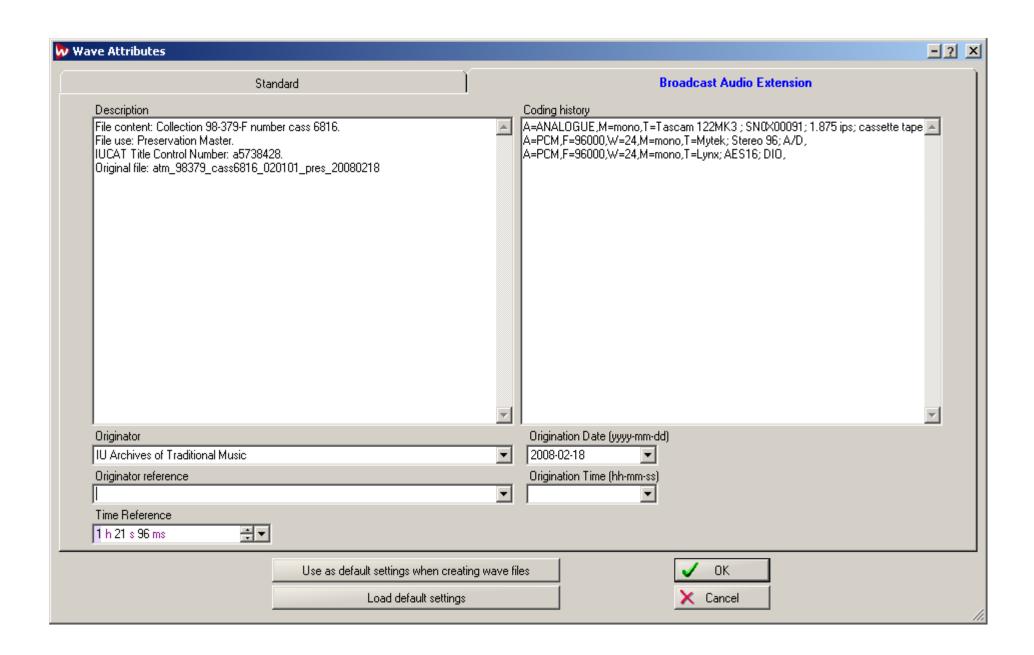
2) Integrated with a file (e.g., w/audio file this would be part of BWAV file)

Standards for Archival Master Audio File Formats: WAV and BWAV (BWF)

- WAV a Microsoft file format standard for storing audio on PCs
- Broadcast Wave Format (BWF or BWAV) an extension of the WAV audio format; first specified by the European Broadcasting Union in 1996; allows for the inclusion of metadata, which is stored as an extension chunk in an otherwise standard digital audio WAV file

Broadcast WAV Format - Metadata Elements Required by Indiana University

- Description of the sound sequence
- Name of the originator
- Date/time
- Coding history (signal chain components)
- Format independent, sample accurate time stamp
- "Catastrophic" metadata



Sample Metadata Elements (from previous screen)

- Description-
 - File content: Collection 98-379-F number cass 6816
 - File use: Preservation Master
 - IUCAT Title Control Number: a5738428
 - Original file: atm_98379_cass6816_020101_pres_20080218
- Originator IU Archives of Traditional Music
- Date/Time 2008-02-18 [time is machine-supplied]
- Coding history
 - A=Analogue, M=mono, T=Tascam 122KM3; SN0X00091; 1.875 ips; cassette tape
 - A=PCM, F=96000, W=24, M=mono, T=Mytek; Stereo 96; A/D.
 - A=PCM, F=96000, W=24, M=mono, T=Lynx AES16; DIO
- Time stamp (reference) 1 h 21 \$ 96ms

Sample Data Elements (using metadata from RTA catalog)

```
Description –
 rta_001_pres_[date of digitization]; rta_001_cdr_[date of production];
   rta_001_mp3_[date of production]
 Digitized by Lowell Lybarger
 01 Khatam - Os ba de amel dana dana kram (5:28)
 02 Arman - Aqlam rabooda khale siahe (3:25)
 03 Mirsalam aw malgari - Shinke rodona waly (10:25)
 04 Abdul salam aw malgari - Las me wa nisa (7:09)
Originator – RTA, Radio Afghanistan Archives
 Date/Time - [date and time of digitization – [YYYY-MM-DD] T [HH:MM]]
Coding history –
 A=Analog, M=mono, T=Ampex ATR100; 7.5 ips; ¼" acetate reel (BASF)
 A=PCM, F=96000, W=24, M=mono, T=Apogee Rosetta 200
Time stamp – [date/time of file creation – [YYYY-MM-DD] T [HH:MM]]
```

EBU Technical Recommendation R98-1999 Appendix 1 – Specification of the Format for Coding History in Broadcast WAV Format Files

• The syntax of each row should be as follows:

•			
•	<u>Parameter</u>	Variable string	<u>Unit</u>
•	Coding Algorithm	A= <analogue, mpeg1l1,="" mpeg1l2,<br="" pcm,="">MPEG1L3, MPEG2L1, MPEG2L2, MPEG2L3></analogue,>	
•	Sampling frequency	F= <11000,22050,24000,32000,44100,48000>	[Hz]
•	Bit-rate	B= <any (iso="" 13818-3)="" 2="" allowed="" bit-rate="" iec="" in="" mpeg=""></any>	[kbit/s per channel]
•	Word Length	W= <8, 12, 14, 16, 18, 20, 22, 24>	[bits]
•	Mode	M= <mono, dual-mono,="" joint-stereo="" stereo,=""></mono,>	
•	Text, free string	T= <a (ascii="" 2chex).="" a="" ascii-text="" codec="" commas="" contain="" contents:="" d="" examples="" for="" free="" house="" id-no;="" in="" no="" of="" should="" string="" the="" this="" type="" type;="" use.="">	

Sample "Coding History" field entry for RTA Preservation Master (imaginary!)

A=Analog, M=mono, T=Ampex ATR100; 7.5 ips; ¼" acetate reel (BASF)

A=PCM, F=96000, W=24, M=mono, T=Apogee Rosetta 200

Identifiers:

Consistent descriptive file-naming schemes

 IU example atm 98379 cass6816 020101 pres 20080218

UWEA example -

```
uwea_67-3.1_EC_SS
```

Suggested RTA schemes –

```
rta_001_pres
rta_acat_001_pres
rta_acat_001_cd
rta_acat_001_mp3
rta_001_pres_[date of digitization, i.e., 2009-07-06]
```

More Sound Archiving Examples

- http://www.archive.org/details/audio
- http://sounds.bl.uk/PublicCollections.aspx
- www.lib.washington.edu/media/crocodile.html
 - http://www.lib.washington.edu/media/crocodile.html
 - http://cydnedzabel.wordpress.com/intellectual-growth/
- http://www.lib.unc.edu/mss/sfc1/

THE ANALYTICAL LANGUAGE OF JOHN WILKINS

Borges quotes a certain Chinese encyclopedia ("Celestial Empire of benevolent Knowledge") in which it is written that 'animals are divided into: (a) belonging to the Emperor, (b) embalmed, (c) tame, (d) sucking pigs, (e) sirens, (f) fabulous, (g) stray dogs, (h) included in the present classification, (i) frenzied, (j) innumerable, (k) drawn with a very fine camelhair brush, (I) et cetera, (m) having just broken the water pitcher, (n) that from a long way off look like flies'. http://www.alamut.com/subj/artiface/language/johnWilkins.html