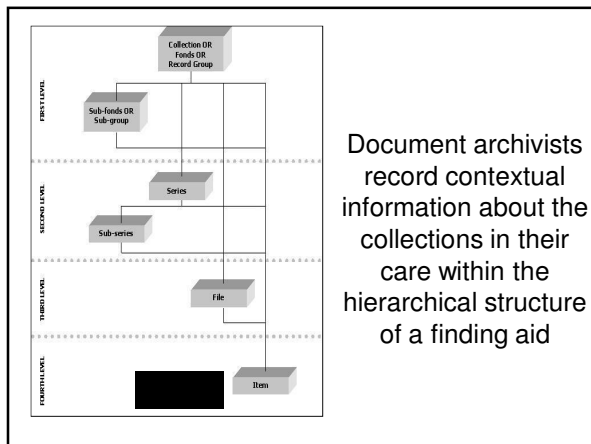


Collection Level Description for Moving Images

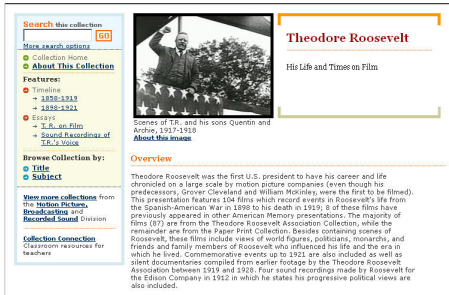
*Describing Moving Images Workshop
Simmons GSLIS
September 27, 2011*

Purpose of archival description

- Provide access to archival materials
- Enable users to understand archival materials
- Establish the authenticity of archival materials



Types of finding aids



Archival control for moving images

- Home movies and video from a family or individual
- Trailers, electronic press kits, and other promotional materials
- Commercial from a single sponsor
- Outtakes, trims, rushes from a motion picture or television program
- Ethnographic footage
- Educational and industrial films and video
- Artist's film and video
- Newsreels or television programs

Archival descriptive standards

- General International Standard Archival Description (ISAD (G))
- Encoded Archival Description (EAD)
- Describing Archives: A Content Standard (DACS)



ISAD (G)

- ISAD (G) defines the elements that are included in a finding aid developed by the International Council on Archives Committee on Descriptive Standards
- High-level description of 26 elements for use in collection level description, but relies on other standards to provide content rules

EAD

- XML standard (schema) for encoding archival finding aids, maintained by the Library of Congress in partnership with the Society of American Archivists
- Enables standardized exchange of descriptive data contained in specific types of archival finding aids
- Provides tools for a detailed, multilevel description, structured display, navigation, and searching.

<http://www.loc.gov/ead/>

Overview of DACS

- Data content standard for archival description for use by U.S. archivists
- A national content standard that incorporates ISAD(G)
- Output neutral
- Iterative
- Supports both single level and multi-level descriptive outputs
- Basic description framework for use by institutions choosing to manage to describe materials using standards of archival control

MPLP and DACS

- Single-level description
 - preliminary accession record
 - Collection described at one level
 - Single object, such as a letter or diary
- Multi-level description
 - preliminary collection inventory
 - full collection inventory

Factors to consider

- Use
 - Who is likely to use the material and how often
- Value
 - Evidential
 - Intrinsic worth
- Viability
 - Resources available
 - Legal status/rights
 - Preservation needs
 - Competing priorities

Exercise

Create the following DACS Identity elements for the collection provided:

- 2.3 Title
- 2.4 Date
- 2.5 Extent
- 2.6 Name of Creator
