

# Metadata Tools and Workflows at UNT



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June 27, 2010



# Metadata Creation

Digital Projects Unit: **Portal to Texas History v0.5**

**Descriptive Metadata Section**

**Title**   
 Add a row

The official name given to the resource

**Identifier**   
 Add a row

A unique identifier or 'permanent name' for a resource

**Note**

This element will serve as a catch-all note field

**Institution**  Add a row

A consistent reference to the institution or administrating unit that owns the digital resource for which metadata was created

**Collection**  Add a row

Collection title

**Subject / Keyword**   
 Add a row

The subject or topic of the resource that succinctly describes the content of the resource rolodex icon

**Creator** Creator Name:

Creator Type:

Creator Role:

Creator Info:  Add a row



<b>Institution</b>	<input type="text" value="Select a value"/> <input type="button" value="Add a row"/>
<b>Collection</b>	<div style="border: 1px solid black; padding: 2px;"> <input type="text" value="Select a value"/> <ul style="list-style-type: none"> <li>ABB - The Archives of the Big Bend</li> <li>ABPL - Abilene Public Library</li> <li>ACGS - Anderson County Genealogical Society</li> <li>ACHC - Anderson County Historical Commission</li> <li>ACRM - Amon Carter Museum</li> <li>ACTUMT - Archives of the Central Texas Conference United Methodist Church</li> <li>ACUL - Abilene Christian University Library</li> <li>APL - Alvord Public Library</li> <li>ARPL - Arlington Public Library and Fielder House</li> <li>ASPL - Austin History Center, Austin Public Library</li> <li>ASTC - Austin College</li> <li>BACHS - Bartlett Activities Center and the Historical Society of Bartlett</li> <li>BCHC - Bosque County Historical Commission</li> <li>BDPL - Boyce Ditto Public Library</li> <li>BEHC - Bee County Historical Commission</li> <li>BPL - Lena Armstrong Public Library</li> <li>BRPL - Breckenridge Public Library</li> <li>BWPL - Bell/Whittington Public Library</li> <li>CAH - The Dolph Briscoe Center for American History</li> </ul> </div>
<b>Subject / Keyword</b>	
<b>Creator</b>	Creator Role: <input type="text" value="Select a value"/>
	Creator Info: <input type="text"/> <input type="button" value="Add a row"/>

**Browse** List Search About Admin

**Main**

Click a subject to view its subcategories.

- > Agriculture ([View Details](#))
- > Architecture ([View Details](#))
- > Arts and Crafts ([View Details](#))
- > Business, Economics and Finance ([View Details](#))
- > Education ([View Details](#))
- > Government and Law ([View Details](#))
- > Immigration ([View Details](#))
- > Landscape and Nature ([View Details](#))
- > Literature ([View Details](#))
- > Military and War ([View Details](#))
- > People ([View Details](#))
- > Places ([View Details](#))
- > Religion ([View Details](#))
- > Science and Technology ([View Details](#))
- > Social Life and Customs ([View Details](#))
- > Sports and Recreation ([View Details](#))



[Browse](#) **List** [Search](#) [About](#) [Admin](#)

Click a subject to see more details.

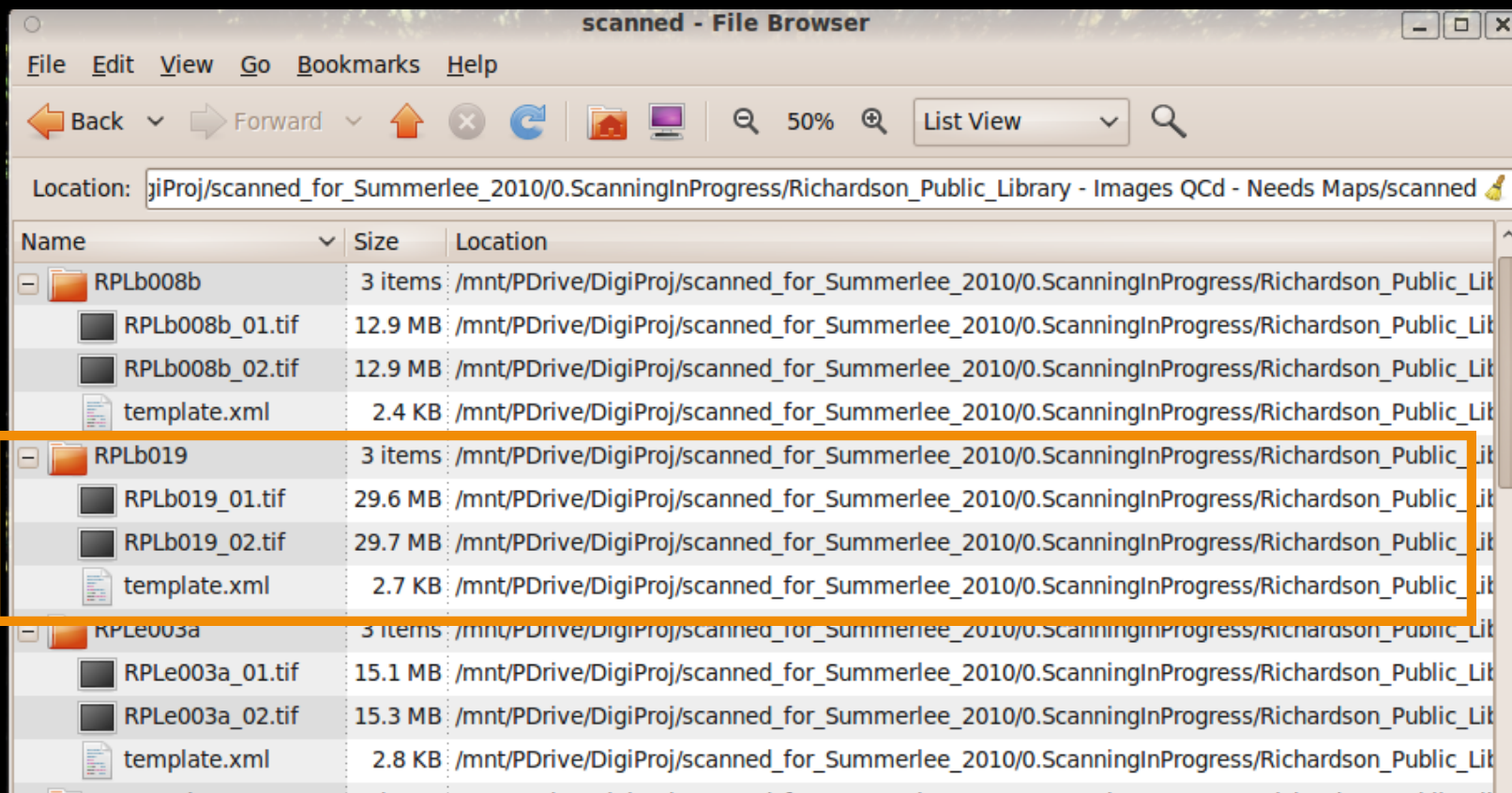
- Agriculture
- Agriculture - Domestic Animals
- Agriculture - Domestic Animals - Cattle
- Agriculture - Domestic Animals - Donkeys
- Agriculture - Domestic Animals - Goats
- Agriculture - Domestic Animals - Horses
- Agriculture - Domestic Animals - Horses - Tack
- Agriculture - Domestic Animals - Mules
- Agriculture - Domestic Animals - Poultry
- Agriculture - Domestic Animals - Poultry - Turkeys
- Agriculture - Domestic Animals - Sheep
- Agriculture - Domestic Animals - Swine
- Agriculture - Farm Equipment
- Agriculture - Farm Equipment - Irrigation
- Agriculture - Farm Equipment - Plows
- Agriculture - Farm Equipment - Scythes
- Agriculture - Farm Equipment - Threshers
- Agriculture - Farm Equipment - Tractors
- Agriculture - Farming
- Agriculture - Farming - Beets
- Agriculture - Farming - Citrus and Fruit
- Agriculture - Farming - Corn
- Agriculture - Farming - Cotton
- Agriculture - Farming - Dairy
- Agriculture - Farming - Hay
- Agriculture - Farming - Peanuts
- Agriculture - Farming - Pecans
- Agriculture - Farming - Potatoes

# Quality Control

## Digital Projects Unit: Read\_Template v0.3

Send this file:		<input type="button" value="Browse..."/>	<input type="button" value="Send File"/>
Hidden:			
Title(officialtitle):	Portrait of Bill Stratton and Neely Huffhines		
Identifier(LOCAL-CONT-NO):	RPLf042d		
Note:			
Institution:	RPL		
Collection:	SG10		
Creator			
Subject(LCSH):	Richardson (Tex.) -- Photographs		
Subject(named_person):	Stratton, William Statler (Bill)		
Subject(named_person):	Huffhines, Davis Neely		
Subject(UNTL-BS):	Military and War - Wars - World War I		
Subject(UNTL-BS):	Military and War - Uniforms and Insignia		
Subject(KWD):	houses		
Description:	<p>Photograph of two men, identified as Bill Stratton and Neely Huffhines, standing and saluting one another. The men are both wearing World War I uniforms and hats. In the background, there is a house with a covered porch. William (Bill) Statler Stratton lived from March 24, 1900 to March 1971. Davis Neely Huffhines lived from December 28, 1895 to April 1987.</p>		
Physical Description:	1 photograph : b&w ; 10 x 15 cm.		
Date Created:	1914/1918		
Date Digitized:			
Publisher			
Contributor:			
Source:			
Language:	eng		
Coverage:	Place:	United States - Texas - Dallas County - Richardson	
	Era:	new-sou	
	Start Date:	1914	
	End Date:	1918	
Resource Type:	image_photo		
Relation:			
Format:	image		
Rights:			
Degree:			





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htarver@3L2PCK1: /mnt/PDrive/DigiProj/scanned_for_Summerlee_2010/0.ScanningInProgress/Richardson_Public_Library - Image
File Edit View Terminal Help
htarver@3L2PCK1: /mnt/PDrive/DigiProj/scanned_for_Summerlee_2010/0.ScanningInProgress/Richardson_Public_Library - Images QCD - Needs
Maps/scanned$ find . -name "template.xml" -exec grep -i "UNTL-BS" {} \; | sort | uniq -c
1 <subject authority="UNTL-BS">Agriculture - Domestic Animals - Horses</subject>
5 <subject authority="UNTL-BS">Architecture - Civil Works - Streets and Roads</subject>
2 <subject authority="UNTL-BS">Architecture - Libraries</subject>
2 <subject authority="UNTL-BS">Architecture</subject>
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1 <subject authority="UNTL-BS">Arts and Crafts - Music - Instruments</subject>
1 <subject authority="UNTL-BS">Arts and Crafts - Music - Marching Bands</subject>
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1 <subject authority="UNTL-BS">Business, Economics and Finance</subject>
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3 <subject authority="UNTL-BS">Business, Economics and Finance - Transportation - Horse-Drawn Vehicles</subject>
1 <subject authority="UNTL-BS">Business, Economics and Finance - Transportation - Railroads - Trains</subject>
2 <subject authority="UNTL-BS">Business, Economics and Finance - Transportation - Trucks</subject>
1 <subject authority="UNTL-BS">Education - Alumni</subject>
6 <subject authority="UNTL-BS">Education - Schools - Buildings</subject>
1 <subject authority="UNTL-BS">Education - Schools - Classes</subject>
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1 <subject authority="UNTL-BS">Government and Law - Civil Servants - Firemen</subject>
1 <subject authority="UNTL-BS">Government and Law - Civil Servants</subject>
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1 <subject authority="UNTL-BS">Landscape and Nature - Plants</subject>
4 <subject authority="UNTL-BS">Military and War - Uniforms and Insignia</subject>
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7 <subject authority="UNTL-BS">People - Family Groups</subject>
35 <subject authority="UNTL-BS">People - Groups</subject>
21 <subject authority="UNTL-BS">People - Individuals</subject>
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3 <subject authority="UNTL-BS">Richardson (Tex.) -- Photographs</subject>
1 <subject authority="UNTL-BS">Social Life and Customs - Clothing</subject>
1 <subject authority="UNTL-BS">Social Life and Customs - Clubs and Organizations - Girl Scouts</subject>
1 <subject authority="UNTL-BS">Social Life and Customs - Clubs and Organizations - Rotary</subject>
5 <subject authority="UNTL-BS">Social Life and Customs - Customs - Celebrations</subject>
1 <subject authority="UNTL-BS">Social Life and Customs - Customs - Holidays - Christmas</subject>
3 <subject authority="UNTL-BS">Social Life and Customs - Customs - Holidays - Independence Day</subject>
4 <subject authority="UNTL-BS">Social Life and Customs - Customs - Parades</subject>
1 <subject authority="UNTL-BS">Social Life and Customs - Customs - Parties</subject>
2 <subject authority="UNTL-BS">Social Life and Customs - Customs - Reunions</subject>
1 <subject authority="UNTL-BS">Social Life and Customs - Furnishings - Furniture</subject>
5 <subject authority="UNTL-BS">Social Life and Customs - Homes</subject>
4 <subject authority="UNTL-BS">Sports and Recreation - Basketball</subject>
3 <subject authority="UNTL-BS">Sports and Recreation - Football</subject>
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File Edit Search Markers Folding View Utilities Macros Plugins Help
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1 <?xml version="1.0" encoding="utf-8"?>
2 <metadata>
3   <title xml:lang="en" role="officialtitle">Journal of Advanced Composition, Volume 1,
   Number 1, Spring, 1980</title>
4   <title xml:lang="en" role="serialtitle">Journal of Advanced Composition</title>
5   <identifier type="OCLC">8230989</identifier>
6   <identifier type="ISSN">0731-6755</identifier>
7   <identifier type="LCCN">sc 84-7525</identifier>
8   <identifier type="LCCN">sn 82-2023</identifier>
9   <note>"The Journal of Advanced Composition is published twice a year by the Association
   of Teachers of Advanced Composition (ATAC).".
10
11
12 Later volumes of this journal (1995 to present) are published under the title 'JAC: A
   Journal of Composition Theory'.</note>
13   <institution>OTHER</institution>
14   <collection>UNTGC</collection>
15   <digital_object/>
16 <creator>
17   <name>Association of Teachers of Advanced Composition (U.S.)</name>
18   <role>aut</role>
19   <type>org</type>
20   <information/>
21 </creator>
22   <subject authority="LCSH">Rhetoric -- Study and teaching -- Periodicals.</subject>
23   <subject authority="LCSH">English language -- Rhetoric -- Periodicals.</subject>
24   <subject authority="LCSH">Discourse analysis -- Periodicals.</subject>
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   Periodicals.</subject>
26   <subject authority="LCSH">English language -- Composition and exercises --
   Periodicals.</subject>
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28   <subject authority="KWD">composition journals</subject>
29   <subject authority="KWD">composition classes</subject>
30   <subject authority="KWD">class writing</subject>
31 <primary_source/>
32 <description>The Journal of Advanced Composition contains a collection of papers
   regarding writing and rhetoric: "The JAC is a forum for theory, research and pedagogy
   regarding (1) those writing courses beyond the freshman courses, excluding technical
   and creative writing, (2) writing in courses which are not themselves writing courses,
   particularly in the liberal arts and sciences, and (3) work in theory, research or
   pedagogy which is advanced or progressive and will shed light on the field as a whole
   while at the same time providing insights for advanced composition" (volume 1, number
   1).</description>
33 <physicalDescription>36 p. ; 22 cm.</physicalDescription>
34 <dateCreated>1980</dateCreated>
35 <dateDigitizes/>
36 <publisher>
37   <Name>Association of Teachers of Advanced Composition (U.S.)</Name>
38   <place/>
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# Editing After Upload

The Portal to Texas History: Dashboard [Help](#) | [My Saved Records](#) | [Log Out](#)

**Collections**

- ✦ [Texas Digital Newspaper Program \(19199\)](#)
- ✦ [Ahlens Photograph Collection \(10463\)](#)
- ✦ [Brescino Texas History, 2009 \(8062\)](#)
- ✦ [Brescino Texas History, 2007 \(7290\)](#)
- ✦ [Tepler Foundation Grant \(6785\)](#)
- ✦ [More...](#)

**Partners**

- ✦ [Hardin-Simmons University Library \(16752\)](#)
- ✦ [UNT Libraries \(9251\)](#)
- ✦ [Recklenrose Public Library \(4771\)](#)
- ✦ [Austin History Center, Austin Public Library \(2794\)](#)
- ✦ [The Dolph Briscoe Center for American History \(3568\)](#)
- ✦ [More...](#)

**Resource Types**

- ✦ [Photograph \(55255\)](#)
- ✦ [Newspaper \(19407\)](#)
- ✦ [Physical Object \(3026\)](#)
- ✦ [Book \(1456\)](#)
- ✦ [Map \(1356\)](#)
- ✦ [More...](#)

**Visibility**

- ✦ [Visible to Public \(73478\)](#)
- ✦ [Hidden from Public \(6437\)](#)

**Search**

search for  in metadata field

Results 1 - 10 of 84915 List | Grid

Thumbnail	Collection(s)	Partner(s)	Modification Date	Accession Date	Visible
	STAR	STAR	03/22/2010	01/18/2008	✓
	STAR	STAR	03/15/2010	01/18/2008	✓
	STAR	STAR	03/15/2010	01/18/2008	✓
	STAR	STAR	03/15/2010	01/18/2008	✓
	STAR	STAR	03/22/2010	01/18/2008	✓
	STAR	STAR	03/22/2010	01/18/2008	✓
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	STAR	STAR	03/23/2010	01/18/2008	✓
	STAR	STAR	03/23/2010	01/18/2008	✓



Stoneware bowl | Help | Dashboard

---

**TITLE** [More...](#)

*The name given to the resource*

*title:*

Main Title ▼

Stoneware bowl

+

---

**CREATOR** [More...](#)

*The person, agency, or organization primarily responsible for creating the intellectual content of the resource*

*name:*  
The name of a person, organization, or event (conference, meeting, etc.) associated in some way with the resource

*type:*  
Used to designate if a creator is an individual or an organization

Select a value ▼

*role:*  
The person, agency, or organization primarily responsible for creating the intellectual content of the resource

Select a value ▼

*info:*  
Contains facts about the entity primarily responsible for making the content of the resource

+

---

**CONTRIBUTOR** [More...](#)

*The name of the person or organization that has played an important but secondary role in creating the content of the resource and is not specified in the creator element*

*name:*  
The name of a person, organization, or event (conference, meeting, etc.) associated in some way with the resource

*type:*  
Used to designate if a contributor is an individual or an organization


Select a value ▼

*role:*  
The person, agency, or organization that has played an important but secondary role in creating the content of the resource and is not specified in the creator element

Select a value ▼

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**ITEM**



Publish

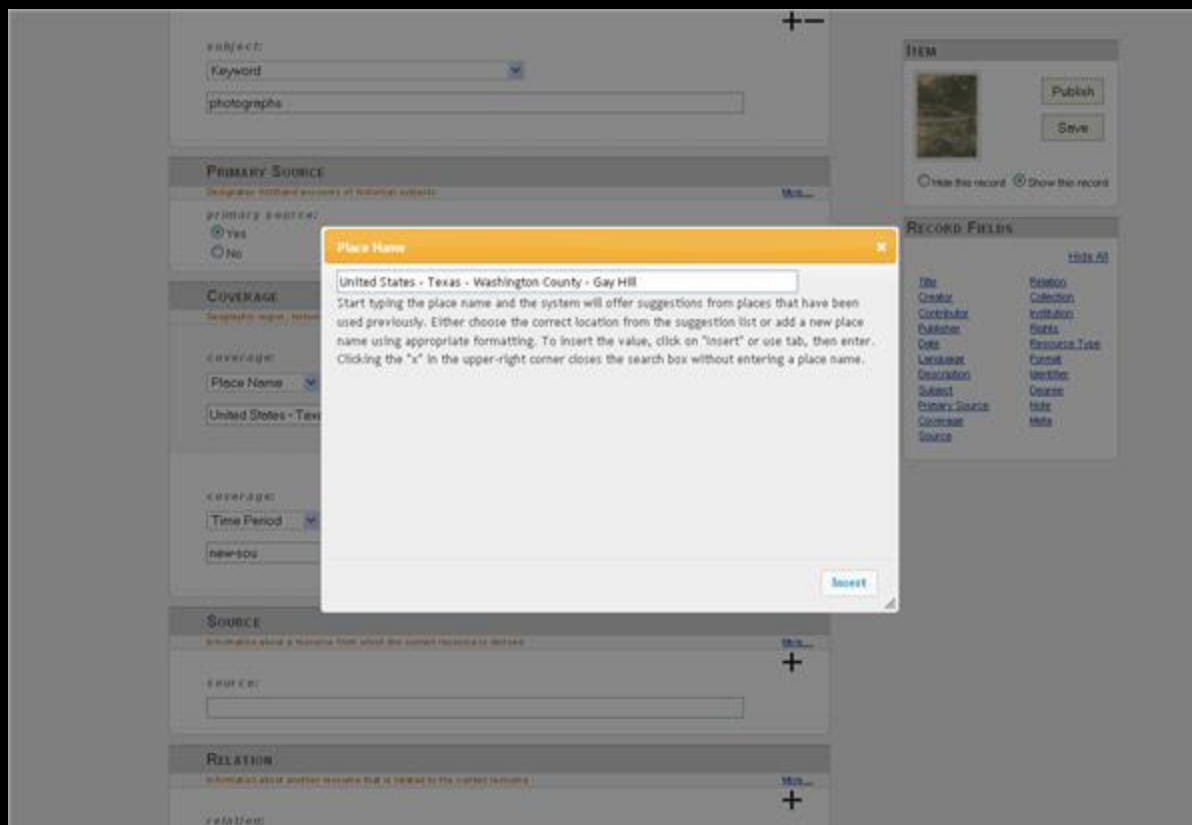
Save

Hide this record  Show this record

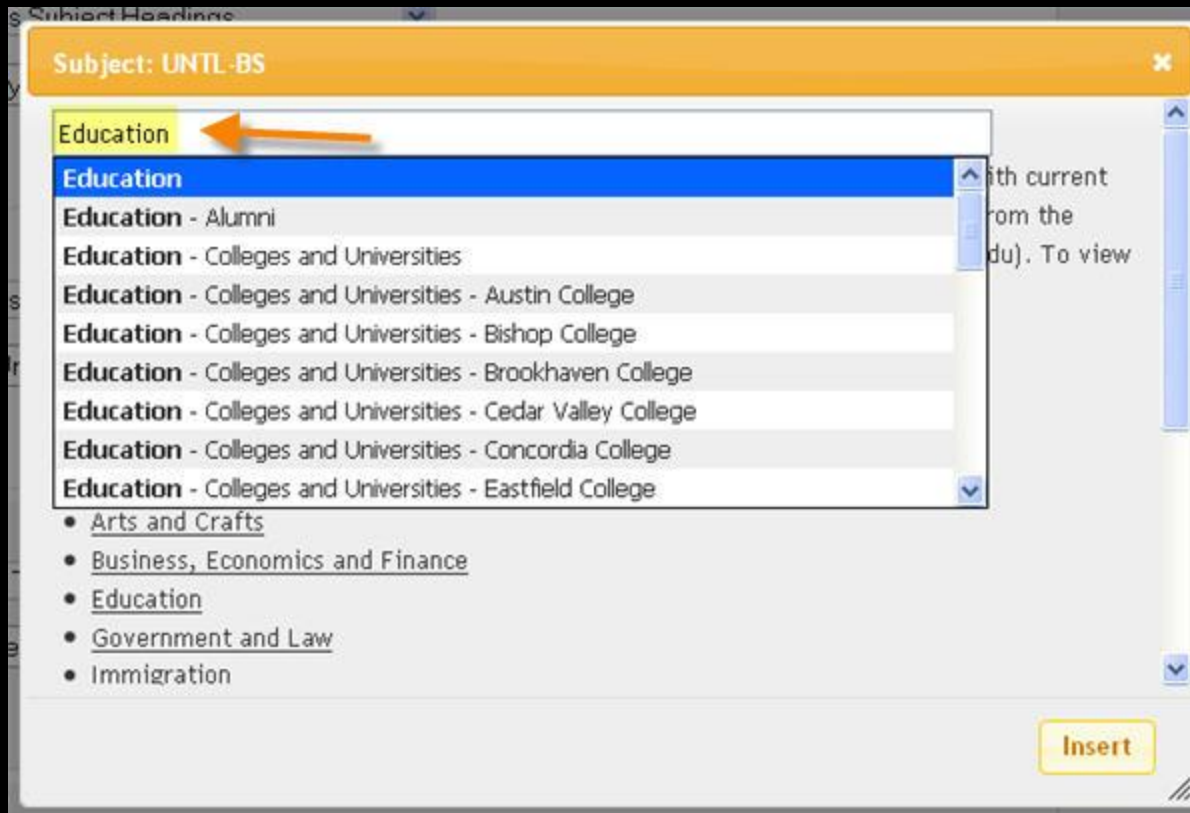
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**RECORD FIELDS** [Hide All](#)

<a href="#">Title</a>	<a href="#">Relation</a>
<a href="#">Creator</a>	<a href="#">Collection</a>
<a href="#">Contributor</a>	<a href="#">Institution</a>
<a href="#">Publisher</a>	<a href="#">Rights</a>
<a href="#">Date</a>	<a href="#">Resource Type</a>
<a href="#">Language</a>	<a href="#">Format</a>
<a href="#">Description</a>	<a href="#">Identifier</a>
<a href="#">Subject</a>	<a href="#">Genre</a>
<a href="#">Primary Source</a>	<a href="#">Note</a>
<a href="#">Coverage</a>	<a href="#">Meta</a>
<a href="#">Source</a>	







Search

search for  in  field



Results 1 - 10 of 22340


Title	Collection(s)	Partner(s)	Identifier	Accession Date	Visible
<a href="#">The 0.22 Percent Across-the-Board Cut in FY2001 Appropriations</a>	CRSR	UNTGD	ark:/67531/metacrs1440	06/10/2005	✓
<a href="#">The 0.38 Percent Across-the-Board Cut in FY2000 Appropriations</a>	CRSR	UNTGD	ark:/67531/metacrs1083	06/10/2005	✓





















Dropdown menu options: metadata, metadata, title, creator, contributor, language, identifier, date, date, coverage, rights, subject, description, format, type, relation, source, publisher, degree



Results 1 - 10 of 31546

List  | Grid 

Date Modified (Newest) 

Title	Identifier				
Thumbnail	Collection(s)	Partner(s)	Modification Date	Accession Date	Visible
<a href="#">9/11 Commission: Current Legislative Proposals for U.S. Immigration Law and Policy</a>		ark:/67531/metacrs5952			
	 CRSR	 UNTGD	06/23/2010	06/11/2005	
<a href="#">Ensemble: 2007-04-19 - UNT Wind Symphony and Symphonic Band</a>		ark:/67531/metadc3827			
	 COMR	 UNTML	06/22/2010	11/09/2007	
<a href="#">Master's Recital: 2006-11-28 - Karolina Radovani, violin</a>		ark:/67531/metadc1982			
	 COMR	 UNTML	06/18/2010	07/31/2007	
<a href="#">The Acid Test: Psychedelics and a sub-culture emerge in San Francisco. [Part ...</a>		ark:/67531/metadc19800			
	 JGPC	 UNTML	06/17/2010	06/08/2010	
<a href="#">The Tribal Drum: The rise of rhythm and blues. [Part 2]</a>		ark:/67531/metadc19750			
	 JGPC	 UNTML	06/17/2010	06/08/2010	

Questions?