

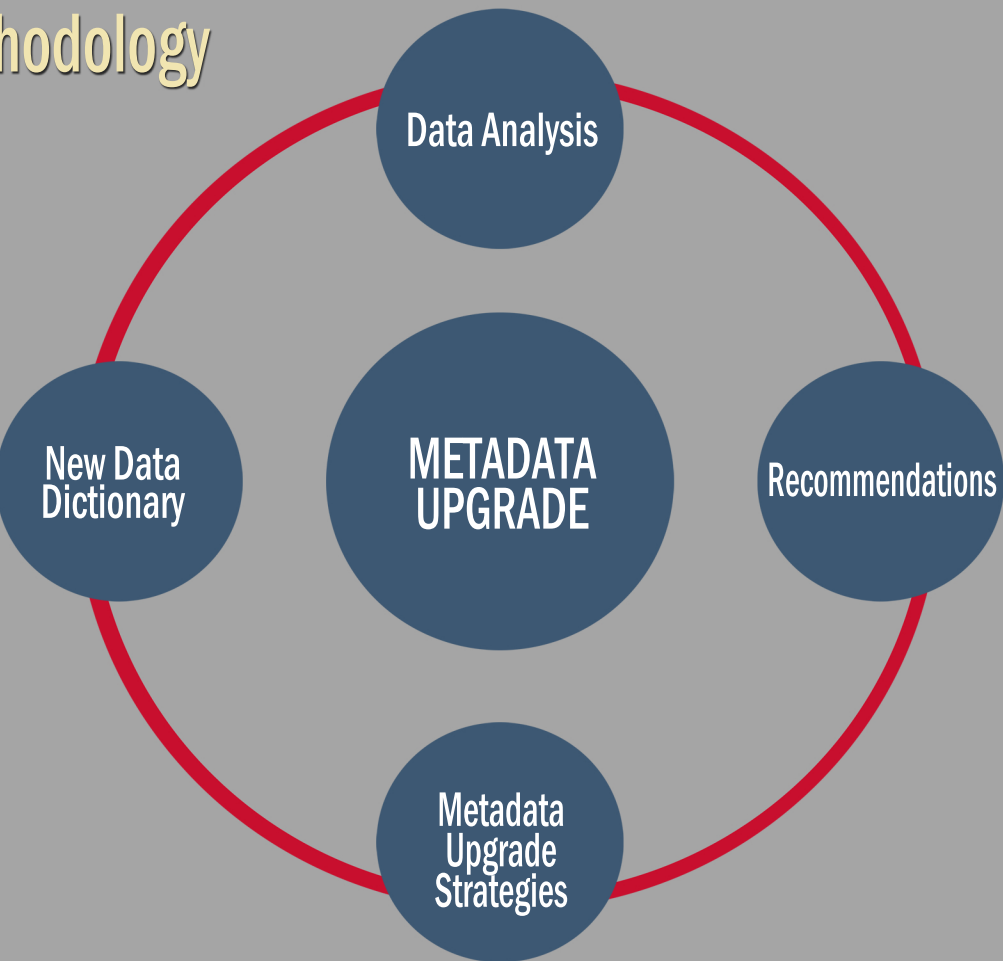
COLLABORATING FOR BETTER METADATA

Upgrading Metadata in the University of Houston Digital Library

Introduction

The Metadata and Digitization Services (MDS) department has initiated a project to audit and upgrade the existing metadata in the University of Houston Digital Library (UHDL). Collaboration has been a key from the very beginning. MDS worked with stakeholders to collect data and build consensus for a common goal. To ensure that our metadata upgrade work is efficient and to address the more emergent issues, MDS teamed up with stakeholders to develop a three-phased strategy for implementing the metadata upgrade. MDS also collaborated with colleagues in other departments to create a metadata standard. The metadata upgrade with the new standard will generate more robust, reliable and retrievable metadata for our digital library.

Methodology



Metadata Upgrade In Three Phases

- 1
- Standardize and update field labels in the digital library
 - Standardize and update mapping used to link fields to DC elements
 - Add new fields to the digital library
- 2
- Link content in the digital library with the library catalog or finding aid, and vice-versa
 - Integrate CONTENTdm with Summon to facilitate discoverability
 - Standardize and update collection names for archival and digital content
 - Add and/or edit collection level fields
- 3
- Apply templates to titles
 - Add and/or edit item level fields
 - add ISO date to Date Digital
 - add type terms to Type DCMI field
 - standardize the controlled vocabulary terms to their source

Collaboration



New Standards

- Descriptive Metadata - describes the intellectual content of the object
- Technical Metadata - documents the origins and characteristics of the object
- Preservation Metadata - provides the information needed to make the object accessible into the future

Field Label	Field Information	Field Content	Field Settings for CONTENTdm	Crosswalk
Technical Metadata				
File name	Definition: Filename of the access copy ingested into the content management system, including file ending Responsible for populating: DS	Examples: esatex_201210_0002.jpg 07A-LloydHermonFAMast.mp3	DC Map: None Data Type: Text Search: Yes Hide: No Required: No Vocab: No Required in UHDL Field Template: Yes	
Identifier	Definition: "An unambiguous reference to the resource within a given context. Recommended best practice is to identify the resource by means of a string or number conforming to a formal identification system" (DCMI). Responsible for populating: DS (MR)	Reserved for future use.	DC Map: Identifier Data Type: Text Search: No Hide: No Required: No Vocab: No Required in UHDL Field Template: No	