ELECTRONIC FINDING GUIDES (EADs)

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Digital Library of the Caribbean
Electronic Finding Guides (EADs)

- Brief History
- Encoding
- Related Standards
- EAD Tags (precursory look)
- Examples
- Tools
- Example Implementations
Brief History
# Libraries v. Archives

<table>
<thead>
<tr>
<th>Category</th>
<th>Library</th>
<th>Archives</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nature</td>
<td>Published, discrete items, independent significance</td>
<td>Unpublished, groups of related items, unique</td>
</tr>
<tr>
<td>Method of Creation</td>
<td>Separate, independent action</td>
<td>Organic – normal course of business</td>
</tr>
<tr>
<td>Method of Receipt</td>
<td>Selected as single items</td>
<td>Appraised in aggregation</td>
</tr>
<tr>
<td>Arrangement</td>
<td>Predetermined subject classification</td>
<td>Provenance and original order</td>
</tr>
<tr>
<td>Description Level</td>
<td>Individual items</td>
<td>Aggregate</td>
</tr>
<tr>
<td>Descriptive Media</td>
<td>Built into original item (title page, etc..)</td>
<td>Must be prepared by the archivist</td>
</tr>
</tbody>
</table>

Source: [Archives – DACS and EAD Presentation](https://example.com)
Accession List / Registers

Source: Horniman Museum and Gardens
Finding Guides / Finding Aids

Source: University of Southern California (USC) Library Libwire
Finding Aids

• Inventories, registers, indexes or guides to collections held by archives and manuscript repositories, libraries, and museums.

• Provide detailed descriptions of collections, their intellectual organization and, at varying levels of analysis, of individual items in the collections.

Source: Encoding Standard for Electronic Finding Aids: EAD History, UC Berkeley
Encoded Archival Description (EADs)

- Originated at UC Berkeley starting in 1993
- Alpha version released in 1996
- Version 1.0 released in 1998
- Version 2.0 released in 2002
Encoding
Encoded Archival Description (EADs)

- Version 1.0 published as a SGML standard with DTD
- Version 2.0 published as a XML standard with DTD or XSD
Say WHAT?

- Version 1.0 published as a **SGML** standard with **DTD**

- Version 2.0 published as a **XML** standard with **DTD** or **XSD**
SGML and XML

- **SGML**
  - Standard Generalized Markup Language
  - Developed around 1986
  - Allows tags to be placed within the text, not to declare processing, but to describe the document’s structure and other attributes
  - **Examples**
    - HTML
    - XML
    - TEI (originally)
SGML and XML

- **XML**
  - eXtensible Markup Language
  - XML 1.0 – published 1998
  - Subset of SGML
    - Adds restrictions on SGML documents
    - Nesting of tags allowed, but starting tags and ending tags should not “cross”
    - All tags must be closed and can’t utilize empty tags
Text, SGML, and XML

• “Do not throw out the baby with the bathwater”
• <sentence>Do not throw out the <keep>baby</keep> with the <refuse>bathwater</refuse>.</sentence>
• <sentence>Do not throw out the <keep>baby</keep> with the <refuse>bathwater</refuse>.</sentence>

Idea from: Wikipedia (I’m not proud... )
Usual XML

<person>
  <name>Mark Sullivan</name>
  <location>
    <city>Gainesville</city>
    <state>Florida</state>
  </location>
</person>
Unusual XML

<sentence>Do not throw out the <keep>baby</keep> with the <refuse>bathwater</refuse>. </sentence>

<sentence>
Do not throw out the <keep>baby</keep> with the <refuse>bathwater</refuse>. 
</sentence>
DTD and XSD

- Both define a valid document
- DTD applies to SGML and XML
- XSD applies to XML only and is a valid XML document in its own right
- XSD is far more powerful (and easier to read)
- Both referenced at the top of the document
XSL / XSLT

- Extensible Stylesheet Language [Transformations]

- Language for transforming a XML document into another XML format, or other format, such as HTML or text

Related Standards
ISAD(G)

- General International Standard Archival Description
- Defines:
  - list of elements
  - rules for description for archival descriptions
- Does NOT define:
  - Structure of the resultant document
  - Encoding of the resultant document
DACS

- Describing Archives: A Content Standard
- U.S. implementation of ISAD(G)
- Expands on AACR2
- Crosswalk between DACS, EAD, and MARC
## DACS Crosswalk

<table>
<thead>
<tr>
<th>DACS</th>
<th>EAD</th>
<th>MARC</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Level of description</strong></td>
<td><code>&lt;archdesc&gt;</code> and <code>&lt;c&gt;</code> LEVEL attribute</td>
<td>351$c`</td>
</tr>
<tr>
<td><strong>2. Identity Elements</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.1.3 Local identifier</td>
<td><code>&lt;unitid&gt;</code></td>
<td>099</td>
</tr>
<tr>
<td>2.1.4 Repository identifier</td>
<td><code>&lt;unitid&gt;</code> REPOSITORYCODE attribute</td>
<td>040$a`</td>
</tr>
<tr>
<td>2.1.5 Country identifier</td>
<td><code>&lt;unitid&gt;</code> COUNTRYCODE attribute</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>The MARC21 format does not contain a straightforward mapping for this DACS subelement value.</td>
</tr>
<tr>
<td>2.2 Name and Location of Repository</td>
<td><code>&lt;repository&gt;</code></td>
<td>852, 524 (if the preferred citation indicates both the name and location of the repository)</td>
</tr>
<tr>
<td>2.3 Title</td>
<td><code>&lt;unittitle&gt;</code></td>
<td>245$a`</td>
</tr>
</tbody>
</table>

Source: [Archives – DACS and EAD Presentation](#)
# DACS Crosswalk

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>2.3 Title</th>
<th>2.4 Date</th>
<th>2.5 Extent</th>
<th>2.6 Name of creator(s)</th>
<th>2.7 Admin/Biog history</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>&lt;unittitle&gt;</td>
<td>&lt;unitdate&gt;</td>
<td>&lt;physdesc&gt; and subelements</td>
<td>&lt;origination&gt;</td>
<td>&lt;bioghist&gt;</td>
</tr>
<tr>
<td>2.3 Title</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.4 Date</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.5 Extent</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.6 Name of creator(s)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.7 Admin/Biog history</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Source: [Archives – DACS and EAD Presentation](http://example.com)
**DACS Crosswalk**

<table>
<thead>
<tr>
<th>3. Content and Structure Elements</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.1 Scope and content</td>
</tr>
<tr>
<td>3.2 System of arrangement</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4. Access Elements</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.1 Conditions governing access</td>
</tr>
<tr>
<td>4.2 Physical access</td>
</tr>
<tr>
<td>4.3 Technical access</td>
</tr>
<tr>
<td>4.4 Conditions governing reproduction and use</td>
</tr>
<tr>
<td>4.5 Languages/scripts of the material</td>
</tr>
<tr>
<td>4.6 Finding aids</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5. Acquisition and Appraisal Elements</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.1 Custodial history</td>
</tr>
<tr>
<td>5.2 Immediate source of acquisition</td>
</tr>
<tr>
<td>5.3 Appraisal/destruction/scheduling information</td>
</tr>
<tr>
<td>5.4 Accruals</td>
</tr>
</tbody>
</table>

Source: [Archives – DACS and EAD Presentation](#)
EAD Tags (precursory look)

Main EAD Tags

<ead ... > .... </ead>

- Main wrapper tag around everything else
Main EAD Tags

<eadheader ...>
  ● Includes encoding information
<eadid ...> ... </eadid>
    ○ Unique identifier for the EAD finding aid
<filedesc> ... </filedesc>
    ○ includes bibliographic information about the content of the
      encoded finding aid, not the archival unit being described
    ○ Title, author, date, address, etc..
<profiledesc> ... </profiledesc>
    ○ Information about the finding aid
    ○ Creation method, language, description rules (DACS)
</eadheader>
Main EAD Tags

<archdesc …>

- Contains all information describing content, context, and extent of archival materials

<did />* Collection-level descriptive identification

<bioghist /> Biographical/historical info about collection creator(s)

<scopecontent /> Scope and content note

<controlaccess /> Subject terms and access points

<dsc />* Description of subordinate components (the container list)

</archdesc>

Archdesc also contains record administrative information about the archival unit (e.g., use restrictions, access restrictions, preferred citations, etc.)

* Described on subsequent pages
Main EAD Tags : Descriptive Identification

<did>
  <head /> Heading for the section: “Descriptive Summary”
  <unittitle /> Title of the archival unit (i.e., the collection title)
  <unitdate /> Date (inclusive and/or bulk dates)
  <unitid /> Accession number or similar collection identifier
  <origination />
  <physdesc /> Quantity/extent
  <repository />
  <abstract />
</did>
Main EAD Tags : Description of Subordinate Components

<dsc>
  <head> Heading for the section: “Contents List”
  <c01>* Nested hierarchy of containers
    <c02>
      <c03>…</c03>
        <c04>…</c04>
        <c04>…</c04>
        <c04>…</c04>
    </c03>
  </c02>
 </c01>
</dsc>

* Described on subsequent page
Main EAD Tags : Single container

<c0#>
<did>
  <unittitle />  
  <unitdate />  
  <container type="" />  
  <physdesc><extent></extent></physdesc>  
  <dao href="" title="" />  
</did>
<userrestrict />  
<accessrestrict />  
<scopecontent />  
<note />  
<c0[#+1] /> Containers subordinate to this container
</c0#>
Examples
Tools
Tools

- Enhanced text editors
  - Notepad++
  - Notetab
- Archon
- Archivists Toolkit
- ArchivesSpace

- List of other EAD tools
Example Implementations
Example Implementations

- **UF Special Collections (XSLT → HTML)**
  - [http://uflib.ufl.edu/spec/sascfas.htm](http://uflib.ufl.edu/spec/sascfas.htm)
  - [http://web.uflib.ufl.edu/spec/archome/MS38.htm](http://web.uflib.ufl.edu/spec/archome/MS38.htm)
  - [http://web.uflib.ufl.edu/spec/manuscript/guides/Harn.htm](http://web.uflib.ufl.edu/spec/manuscript/guides/Harn.htm)
  - [http://web.uflib.ufl.edu/spec/pkyonge/Bryant.htm](http://web.uflib.ufl.edu/spec/pkyonge/Bryant.htm)

- **Archives Florida (DigiTool)**
  - [http://palmm.fcla.edu/afl/](http://palmm.fcla.edu/afl/)

- **FIU Archives (Archon)**
  - [http://fiuarchon.fcla.edu/](http://fiuarchon.fcla.edu/)

- **JFK Presidential Library  (XSL)**
  - [http://www.jfklibrary.org/Research/Search-Our-Collections.aspx](http://www.jfklibrary.org/Research/Search-Our-Collections.aspx)
  - [http://www.jfklibrary.org/Asset-Viewer/Archives/WLBPP.aspx](http://www.jfklibrary.org/Asset-Viewer/Archives/WLBPP.aspx)
Example Implementations

- ECU Joyner
  - [http://digital.lib.ecu.edu/special/ead/](http://digital.lib.ecu.edu/special/ead/)

- NC State University
  - [http://www.lib.ncsu.edu/findingaids/](http://www.lib.ncsu.edu/findingaids/)
  - [http://www.lib.ncsu.edu/findingaids/mc00002](http://www.lib.ncsu.edu/findingaids/mc00002)
  - [http://www.lib.ncsu.edu/findingaids/mc00035](http://www.lib.ncsu.edu/findingaids/mc00035)

- Yale
  - [http://drs.library.yale.edu:8083/fedoragsearch/rest](http://drs.library.yale.edu:8083/fedoragsearch/rest)
  - Guide to the Benjamin Lincoln Collection

- Princeton
  - [http://findingaids.princeton.edu/collections/t17](http://findingaids.princeton.edu/collections/t17)
  - [http://findingaids.princeton.edu/collections/C0022](http://findingaids.princeton.edu/collections/C0022)
Example Implementations

- Smithsonian
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Links
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Questions?