

DISCOVERARCHIVE

Dublin Core Application Profile

February 2009
Updated by Ronee Francis
Edited by Zora Breeding

Created August 2007
Original Project Team Members:

Susan Bell (chair)
Nancy Boggess-Korekach
Jodie Gambill
Mary Charles Lasater
Steve Nordstrom

Project Team Charge

Table of Contents

1. Introduction	5
2. General Explanation of Attributes for Elements and Encoding Schemes	6
3. General Notes Regarding All Elements	9
4. Application Profile Elements	10
4.1. Elements Currently In Use in the DiscoverArchive	10
▪ Contributor (qualified only - controlled)	15
▪ Advisor	12
▪ Author	13
▪ Editor	21
▪ Illustrator	26
• Coverage (qualified only – controlled)	17
• Temporal	40
• Spatial	36
▪ Creator (finding aids only)	18
▪ Date (qualified only- controlled)	19
▪ Accessioned	10
▪ Available	12
▪ Copyright	16
▪ Created	18
▪ Issued	27
▪ Submitted	38
▪ Description (free text)	20
▪ Abstract (free text)	10
▪ College (controlled – local use)	14
▪ Department (controlled – local use)	19
▪ Provenance (system supplied/free text)	31
▪ School (controlled – local use)	35
▪ Sponsorship (controlled)	37
▪ TableOfContents (free text)	39
▪ URI (controlled)	58
▪ Format (uncontrolled-not in use)	22
▪ Extent (controlled)	21
▪ Medium (controlled)	31
▪ Identifier (qualified only)	24
▪ Citation	13
▪ Language (controlled)	30
▪ Publisher (controlled)	32
▪ Relation	33
▪ Is Part Of	26
▪ Is Version Of	29
▪ Is Format Of	25
▪ Is Replaced By	29
▪ Replaces	33
▪ Has Part	23
▪ hasVersion	23
▪ Is Referenced By	27
▪ References	34
▪ Is Part of Series	26
▪ URI	58
• Rights (uncontrolled)	34
▪ Access Rights	11

▪	URI	58
•	Source (uncontrolled).....	36
▪	Collection	14
•	Subject (uncontrolled except when qualified).....	38
▪	Classification, DDC, LCC , LCSH , MESH , other.....	53
▪	Title (uncontrolled).....	41
•	Alternative	12
▪	Type (controlled).....	41
4.2.	Elements Not Currently In Use in the DiscoverArchive	43
•	Accrual Method	43
•	Accrual Periodicity	43
•	Accrual Policy	44
•	Audience	44
•	Education Level (dc.audience).....	45
•	Mediator (dc.audience.....	47
•	HasFormat (dc.relation).....	46
•	Requires (dc.relation).....	48
•	License (dc.rights).....	47
•	StatementOfResponsibility (dc.description).....	20
•	Rights Holder	49
4.3.	Encoding Schemes	50
▪	Box	50
▪	DOI	50
▪	IMT	51
▪	ISBN	51
▪	ISMN	52
▪	ISO3166	52
▪	ISO639-2	53
▪	ISSN	53
▪	LCC	53
▪	LCSH	54
▪	MESH	54
▪	NACO	55
▪	Period	55
▪	Point	56
▪	RFC3066	56
▪	SICI	57
▪	TGN	57
▪	URI	58
▪	W3CDTF	58
5.	Additional Recommendations for the DiscoverArchive	60

Section 1. Introduction

An application profile is a way to guide those who submit, edit metadata, and maintain materials in the DiscoverArchive. This applications profile was developed by the e-Archive Application Profile Project Team. The name VU e-Archive was formally changed to DiscoverArchive in 2008. Application profiles have been defined as "schemas which consist of data elements drawn from one or more namespaces, combined together by implementers, and optimized for a particular local application", in this case the DiscoverArchive. More simply stated, this application profile is a document that consists of detailed descriptions of data elements to be used within the DiscoverArchive.

The project team explored various uses of the Dublin Core Metadata Element Set and have taken into consideration metadata from existing as well as potential collections in DiscoverArchive. We have determined which metadata fields, taxonomies, and content are appropriate in either the full or brief display and what the standards should be for the format of these fields.

A library application profile will be a specification that defines the following:

- required elements
- permitted Dublin Core elements
- permitted Dublin Core qualifiers
- permitted schemes and values (e.g. use of a specific controlled vocabulary or encoding scheme)
- library domain elements used from another namespace
- additional elements/qualifiers from other application profiles that may be used (e.g. DC-Education: Audience)
- refinement of standard definitions

This document proposes a possible application profile that clarifies the use of the Dublin Core Metadata Element Set in libraries and library-related applications and projects. The format of the profile follows the standard guidelines set forth by Dublin Core Metadata Initiative [[link](#)].

In closing, we quote these lines taken from our charge:

"As the e-Archive grows, the metadata that is needed varies slightly from collection to collection, and decisions about metadata are currently being made by the individuals who create it. As these decisions proliferate, they could have lasting impact on the overall consistency and usefulness of the e-Archive, yet they are undocumented. Before the e-Archive gets too much larger, it is desirable to review and document the conventions that are already being determined, as well as develop and recommend standards and guidelines to govern future metadata content."

The Application Profile Project Team worked to document the decisions already made within the various and varying communities represented. Then, after careful review of current conventions in both Dublin Core and Dspace and using examples taken from the DiscoverArchive, we created the following document which recommends standards and guidelines.

Section 2.
General Explanation of Attributes
for Elements and Encoding Schemes

Elements

Identifying	Term Name:	A unique token assigned to the term.
	Term URI	A Uniform Resource Identifier used to identify the term. <i>(Taken from the Dublin Core documentation.)</i>
	Label	A human-readable label assigned to the term. Use the field label as it appears in the Simple View of a record in the DiscoverArchive, if applicable.
	Defined By	An identifier of a namespace, pointer to a schema, or bibliographic reference for a document within which the term is defined.
Definitional	Definition	A statement that represents the concept and essential nature of the term. <i>(Taken from the Dublin Core documentation.)</i>
	Comments	Additional information about the term or its application.
	Type of Term	A grammatical category of the term (e.g., "Element", "Element Refinement", or "Encoding Scheme"). <i>(Taken from the Dublin Core documentation.)</i>
Relational	Refines	The described term semantically refines the referenced term. (A refinement makes the meaning of the element narrower or more specific. It will share the meaning of the unrefined element but with a more restricted scope.)
	Refined By	The described term is semantically refined by the referenced term.
	Has Encoding Scheme	The described term is qualified by the referenced Encoding Scheme.
Constraints	Obligation	Indicates whether the element is required to always or sometimes be present (i.e., contain a value). In this application profile the obligation can be: mandatory , mandatory if applicable , strongly recommended , or optional . Mandatory ensures that some of the elements are always supported and mandatory if applicable means that this element must be supported if the information is available. An

	element with a mandatory obligation must have a value. The strongly recommended and the optional elements should be filled with a value if the information is appropriate to the given resource but if not, they may be omitted.
Occurrence	Indicates any limit to the repeatability of the element.

Encoding Schemes

Identifying	Term Name:	A unique token assigned to the term.
	Term URI	A Uniform Resource Identifier used to identify the term. <i>(Taken from the Dublin Core documentation.)</i>
	Label	A human-readable label assigned to the term.
	See	A bibliographic reference for a document within which the encoding scheme is defined.
Definitional	Definition	A statement that represents the concept and essential nature of the term. <i>(Taken from the Dublin Core documentation.)</i>
	Comments	Additional information about the term or its application.
	Type of Term	A grammatical category of the term: "element", "element-refinement", or "encoding-scheme". <i>(Taken from the Dublin Core documentation.)</i>
Relational	Encoding Scheme For	<p>The described term, an encoding scheme, qualifies the referenced term. Using an encoding scheme will aid in the interpretation of an element value. These schemes include controlled vocabularies and formal notations or parsing rules. A value expressed using an encoding scheme will thus be a token selected from a controlled vocabulary (e.g., a term from a classification system or set of subject headings) or a string formatted in accordance with a formal notation (e.g., "2000-01-01" as the standard expression of a date). If an encoding scheme is not understood by a client or agent, the value may still be useful to a human reader.</p> <p>In some cases, encoding schemes not yet registered are indicated. These will be registered and/or approved by the DCMI Usage Board as DC Encoding</p>

		Schemes in the future.
Constraints	Obligation	<p>Indicates whether the element is required to always or sometimes be present (i.e., contain a value).</p> <p>In this application profile the obligation can be: mandatory, mandatory if applicable, strongly recommended, or optional. Mandatory ensures that some of the elements are always supported and mandatory if applicable means that this element must be supported if the information is available. An element with a mandatory obligation must have a value. The strongly recommended and the optional elements should be filled with a value if the information is appropriate to the given resource but if not, they may be omitted.</p>

Section 3. General notes regarding all elements

- Examples of each element as used in the DiscoverArchive are included in the Comments section.
- Diacritics should be used throughout all elements where appropriate. However, it is important to note that searching diacritics does not have desired results in the DiscoverArchive. If searching the non-diacritic version of a name, the diacritic version will not show up, and vice versa.
- Not all elements used in the DiscoverArchive are pure Dublin Core elements. Some have been modified by the makers of the DSpace software to meet its needs. However, DSpace is still considered to follow the Dublin Core specifications. For more information, see Metadata in DSpace [[link](#)].
- The following elements are **mandatory** for items in the DiscoverArchive:
 - [Title](#)
 - Date ([Available](#)*, [Accessioned](#)*)
 - Format ([Extent](#)*, [Medium/MIMEType](#)*)
 - [Language](#)
 - [Identifier](#)* (URI)(*Automatically supplied by the system)
- The following elements are **mandatory if applicable** to particular items in the DiscoverArchive:
 - Contributor
 - [Publisher](#)
 - Date ([Issued](#))
 - [Identifier](#) (other than URI)
 - [Access Rights](#)*
 - [License](#)*
 - [Rights Holder](#)*(*Not currently in use in the DiscoverArchive)
- The following elements appear in the **simple view** of a record in the DiscoverArchive:
 - [Author](#)
 - [Title](#)
 - [Description](#)
 - URI
 - Date

The rest of the elements appear in the Full Item Record, accessible via a button at both the top and the bottom of each record.

Section 4. Application Profile Elements

This section gives a formal and complete description of each element. It is divided into three sections. The first section describes elements that are currently in use in the DiscoverArchive. The second section contains all other Dublin Core elements which are not currently in use in the DiscoverArchive but could be in the future. The third section contains all encoding schemes used in the elements of the application profile, including those schemas not currently in use.

Section 4.1. Elements Currently In Use in the DiscoverArchive

Term Name:	abstract
Term URI	http://purl.org/dc/elements/1.1/abstract
Label	Abstract [short view] dc.description.abstract [long view]
Defined By	http://dublincore.org/documents/dcmi-terms/#abstract
Definition	A summary of the content of the resource.
Comments	
Type of Term	element-refinement
Refines	description
Refined By	
Has Encoding Scheme	
Obligation	Strongly Recommended
Occurrence	Once

Term Name:	accessioned
Term URI	
Label	dc.date.accessioned [long view]
Defined By	
Definition	Date (often a range) that the resource will become

	or did become available in the DiscoverArchive.
Comments	Supplied by the system. Not a true Dublin Core element.
Type of Term	element-refinement
Refines	date
Refined By	
Has Encoding Scheme	W3CDTF
Obligation	Mandatory - supplied by the system.
Occurrence	Once

Term Name:	accessRights
Term URI	http://purl.org/dc/terms/accessRights
Label	
Defined By	http://dublincore.org/documents/dcmi-terms/#accessRights
Definition	Information about who can access the resource or an indication of its security status.
Comments	<p>Access Rights may include information regarding access or restrictions based on privacy, security or other regulations.</p> <p>Authors or contributors may choose to restrict access to their work for a period of time (1-5 years) before their work becomes freely available in the DiscoverArchive. Normally, however, no restrictions on access should be habitually granted.</p> <p>Example:</p> <ul style="list-style-type: none"> Viewable by permission only. <p>In use by Music library.</p>
Type of Term	element-refinement
Refines	rights
Refined By	

Has Encoding Scheme	
Obligation	Mandatory if applicable
Occurrence	Once

Term Name:	Advisor
Label	See dc.contributor

Term Name:	alternative
Term URI	http://purl.org/dc/terms/alternative
Label	dc.title.alternative
Defined By	http://dublincore.org/documents/dcmi-terms/#alternative
Definition	Any form of the title used as a substitute or alternative to the formal title of the resource.
Comments	This qualifier can include Title abbreviations as well as translations. Example: <ul style="list-style-type: none"> • Rubén Darío y la búsqueda romántic [record]
Type of Term	element-refinement
Refines	title
Refined By	
Has Encoding Scheme	
Obligation	Mandatory if Applicable
Occurrence	Repeatable

Term Name:	Available
Term URI	
Label	dc.date.available [long view]
Defined By	

Definition	Date (often a range) that the resource will become or did become available to the public (outside the DiscoverArchive).
Comments	Not a true Dublin Core element. Currently supplied by the system. This date would be the same as the <i>issued</i> element unless the item is not released to the public until a certain date, like some theses and dissertations.
Type of Term	element-refinement
Refines	date
Refined By	
Has Encoding Scheme	W3CDTF
Obligation	Mandatory – supplied by the system
Occurrence	Once

Term Name:	Author
Label	See dc.contributor

Term Name:	Citation
Term URI	http://purl.org/dc/elements/1.1/bibliographicCitation
Label	dc.identifier.citation [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#bibliographicCitation
Definition	A bibliographic reference for the resource.
Comments	Recommended practice is to include sufficient bibliographic detail to identify the resource as unambiguously as possible, whether or not the citation is in a standard form. Some common standard styles include APA, MLA, Chicago, and Turabian.
Type of Term	Element
Refines	identifier

Refined By	
Has Encoding Scheme	
Obligation	Optional
Occurrence	Once

Term Name:	Collection
Term URI	
Label	dc.source.collection [long view]
Defined By	
Definition	To describe collection to which an item belongs.
Comments	See Special collection finding aids for an example. Can be used with finding aids.
Type of Term	element-refinement
Refines	Source
Refined By	
Has Encoding Scheme	
Obligation	Optional
Occurrence	Repeatable

Term Name:	college
Term URI	
Label	dc.description.college [long view]
Defined By	
Definition	For use with content published by faculty, staff and students at Vanderbilt. The field should include the name of the related College.
Comments	Not a true Dublin Core element. Always insert "Vanderbilt University" before college name. Examples:

	<ul style="list-style-type: none"> • Vanderbilt University. College of Arts and Science • Vanderbilt University. Peabody College of Education and Human Development [record] <p>Do not use the ampersand (&).</p> <p>Follow the form found at http://www.vanderbilt.edu/colleges.html</p>
Type of Term	element-refinement
Refines	description
Refined By	
Has Encoding Scheme	
Obligation	Not mandatory – for local use.
Occurrence	Repeatable

Term Name:	Contributor
Term URI	http://purl.org/dc/terms/contributor
Label	Author [short view] dc.contributor.author [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#contributor
Definition	An entity responsible for making contributions to the resource.

Comments	<p>Examples of a Contributor include a person, an organization, or a service. Typically, the name of a Contributor should be used to indicate the entity.</p> <p>If you are inputting current cataloging, construct entries according to <i>Anglo-American Cataloguing Rules</i>, second edition, 1998 Revision (AACR2 1998 rev.) and Library of Congress (LC) practice.</p> <p>Use a consistent form when possible such as Library of Congress Authorities.</p> <p>Examples of personal names:</p> <ul style="list-style-type: none"> • Carroll, Lewis, 1832-1898 • Saint-Georges, Joseph Boulogne, chevalier de, d. 1799 • Wells, H. G. (Herbert George), 1866-1946 • Van Buren, Martin, 1782-1862 • Hildegarde, Saint, 1098-1179 • Sun Ra <p>Examples of corporate names:</p> <ul style="list-style-type: none"> • National Gardening Association (U.S.) • Philharmonia Orchestra (London, England) • Curtis Publishing Company. Research Dept. • Friedrich Witte (Firm) <p>Diacritics should be added where appropriate. As an option for the future, consider using the MARC Value List for Relators and Roles [link] to encode the type of contributor.</p>
Type of Term	element
Refines	
Refined By	Refinement required: Advisor, author, editor, illustrator, other
Has Encoding Scheme	Naco
Obligation	Strongly Recommended
Occurrence	Repeatable

Term Name:	copyright
Term URI	
Label	dc.date.copyright [long view]

Defined By	
Definition	Date of copyright.
Comments	
Type of Term	element-refinement
Refines	date
Refined By	
Has Encoding Scheme	W3CDTF
Obligation	Not mandatory
Occurrence	Once

Term Name:	Coverage
Term URI	http://purl.org/dc/terms/coverage
Label	dc.coverage [long view]
Defined By	http://dublincore.org/documents/dcmi-terms/#coverage
Definition	The spatial or temporal topic of the resource, the spatial applicability of the resource, or the jurisdiction under which the resource is relevant.
Comments	<p>Spatial topic may be a named place or a location specified by its geographic coordinates. Temporal period may be a named period, date, or date range. A jurisdiction may be a named administrative entity or a geographic place to which the resource applies. Recommended best practice is to use a controlled vocabulary such as the Thesaurus of Geographic Names [TGN]. Where appropriate, named places or time periods can be used in preference to numeric identifiers such as sets of coordinates or date ranges.</p> <p>Element refinements are recommended for use rather than this element.</p>
Type of Term	element
Refines	
Refined By	Refinement required. For more information see:

	spatial , temporal
Has Encoding Scheme	
Obligation	Optional
Occurrence	Repeatable

Term Name:	created
Term URI	
Label	dc.date.created [long view]
Defined By	
Definition	Date of creation or manufacture of intellectual content if different from dc.date.issued. *Dc.date.created should be used in addition to, and not a substitute for, dc.date.issued.
Comments	Example: use for lecture dates in podcasts.
Type of Term	element-refinement
Refines	date
Refined By	
Has Encoding Scheme	W3CDTF
Obligation	Not mandatory
Occurrence	Once

Term Name:	creator
Term URI	http://purl.org/dc/elements/1.1/creator
Label	Creator
Defined By	http://dublincore.org/documents/dcmi-terms/#creator
Definition	An entity primarily responsible for making the content of the resource. Used for finding aids only.

Comments	Currently Dspace does not support the use of creator. See dc.contributor.
Type of Term	element
Refines	
Refined By	
Has Encoding Scheme	NACO
Obligation	Optional
Occurrence	Repeatable

Term Name:	Date
Term URI	http://purl.org/dc/terms/date
Label	dc.date [needs to be refined]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#date
Definition	A point or period of time associated with an event in the lifecycle of the resource.
Comments	Recommend use of an element refinement according to type of Date. The Date element cannot be used without a refinement.
Type of Term	element
Refines	
Refined By	Required: accessioned , available, copyright, created, issued , submitted
Has Encoding Scheme	W3CDTE , Period
Obligation	Mandatory if Applicable
Occurrence	Once

Term Name:	Department
Term URI	

Label	dc.description.department [long view]
Defined By	
Definition	For use with content published by faculty, staff and students at Vanderbilt. The field should include the name of the related department.
Comments	<p>Not a true Dublin Core element. Always insert "Vanderbilt University" before department name. For local use.</p> <p>Examples:</p> <ul style="list-style-type: none"> • Vanderbilt University. Department of History [record] • Vanderbilt University. Department of Spanish and Portuguese <p>Do not use the ampersand (&).</p> <p>Follow the form found at http://www.vanderbilt.edu/colleges.html</p>
Type of Term	element-refinement
Refines	Description
Refined By	
Has Encoding Scheme	
Obligation	No mandatory – for local use
Occurrence	Repeatable

Term Name:	Description
Term URI	http://purl.org/dc/elements/1.1/description
Label	Description [short view] dc.description [long view]
Defined By	http://dublincore.org/documents/dcmi-terms/#description
Definition	The topic of the content of the resource.
Comments	<p>Examples:</p> <ul style="list-style-type: none"> ▪ Book review of Le politique du texte, enjeux sociocritiques : pour Claude Duchet / edited by Jacques Neefs and Marie-Claire Ropars. Paris : Presses Universitaires de Lille, 1992

	<ul style="list-style-type: none"> ▪ [record] ▪ History Department Honors Thesis, 2007. Awarded: High Honors. [record] ▪ Powerpoint accompanies thesis. Frowning makes it seem harder. Honors Thesis, Katie Michel under the direction of Craig Smith & Leslie Kirby, April 2007. [record] ▪ Includes descriptive metadata provided by producer in MP3 file: "We are bombarded with visual stimuli while driving, shopping and watching television. New research published in the Feb. 5, 2004, issue of Neuron reports that although we may not be aware of all that we see, our brains are registering this information." (Note: Description is somewhat misleading. Rene Marois, of the Vanderbilt Vision Research Center, talks about the "attentional blink," a "blink of the mind" that sometimes occurs when a rapid succession of visual images is received.) [record]
Type of Term	Element
Refines	
Refined By	abstract , college, department, provenance, sponsorship , statementofresponsibility, tableOfContents , URI
Has Encoding Scheme	
Obligation	Strongly Recommended
Occurrence	Once

Term Name:	Editor
Label	See dc.contributor

Term Name:	Extent
Term URI	http://purl.org/dc/elements/1.1/extent
Label	dc.format.extent [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#extent

Definition	The size or duration of the resource.
Comments	<p>The size of the file is automatically inserted by the system in an <i>extent</i> field on the record. For audio and video files, an additional instance of this field should tell the duration of the file. (This is not enabled on the default template; contact the DSpace Administrator to have this field enabled for certain collections containing these types of files.)</p> <p>Examples:</p> <ul style="list-style-type: none"> ▪ 47104 bytes (system-supplied) ▪ 2:15 (time duration for an audio file in the format hh:mm:ss) ▪ 01:45:52 (time duration for a video file in the format hh:mm:ss) ▪ 1 document (21 pages)
Type of Term	element-refinement
Refines	format
Refined By	
Has Encoding Scheme	
Obligation	Mandatory
Occurrence	Repeatable

Term Name:	Format
Term URI	http://purl.org/dc/elements/1.1/format
Label	dc.format [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms#format
Definition	The physical or digital manifestation of the resource.
Comments	Typically, Format may include the media-type or dimensions of the resource. Format may be used to determine the software, hardware or other equipment needed to display or operate the resource. Examples of dimensions include size and duration. Recommended best practice is to select a value from a controlled vocabulary (for example, the list of Internet Media Types [MIME] defining

	computer media formats). Recommended for electronic resources. dc.format alone is uncontrolled. Not in use.
Type of Term	Element
Refines	
Refined By	Refinement required. For more information see: extent , medium
Has Encoding Scheme	IMT
Obligation	Strongly Recommended
Occurrence	Repeatable

Term Name:	hasPart
Term URI	http://purl.org/dc/terms/hasPart
Label	dc.relation.haspart [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#hasPart
Definition	The described resource includes the referenced resource either physically or logically.
Comments	
Type of Term	element-refinement
Refines	relation
Refined By	
Has Encoding Scheme	DOI , GovDoc, ISBN , ISMN , ISSN , SICI , URI
Obligation	Optional
Occurrence	Repeatable

Term Name:	hasVersion
Term URI	http://purl.org/dc/terms/hasVersion

Label	dc.relation.hasversion [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#hasversion
Definition	The described resource is a version, edition, or adaptation of the referenced resource. Changes in version imply substantive changes in content rather than differences in format. References later version.
Comments	
Type of Term	element-refinement
Refines	relation
Refined By	
Has Encoding Scheme	DOI , GovDoc, ISBN , ISMN , ISSN , SICI , URI
Obligation	Strongly Recommended
Occurrence	Repeatable

Term Name:	identifier
Term URI	http://purl.org/dc/elements/1.1/identifier
Label	dc.identifier [needs to be refined]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#identifier
Definition	An unambiguous reference to the resource within a given context.
Comments	<i>Standard identifier:</i> Provide at least one standard identifier from a standard scheme (e.g., URL, ISBN, etc.) if one or more standard identifiers have been assigned to the resource and are known to the metadata agency. <i>Unique-resource identifier:</i> Provide applicable identifiers assigned to one-of-a-kind resources (such as accession numbers assigned to items in a museum collection) if one or more of this class of identifiers have been assigned to the resource and are known to the metadata agency. If the structure

	<p>of the identifier (e.g., all numerals) is potentially ambiguous it is recommended that the associated agencies' name be included as part of the identifier element.</p> <p><i>Citation:</i> Provide a citation if no standard identifier is assigned and a formal citation is a common means of identifying the resource being described (e.g., a journal article).</p> <p>Use the element Identifier on a more abstract level; identifier for local library holdings like call number could be put into the DC-Lib element Location.</p> <p>(OpenURL may be registered as an encoding scheme).</p>
Type of Term	element
Refines	
Refined By	Citation, govdoc, isbn, ismn, issn, other, sici, uri
Has Encoding Scheme	DOI , GovDoc, ISBN , ISMN , ISSN , SICI , URI
Obligation	Mandatory if applicable
Occurrence	Repeatable

Term Name:	isFormatOf
Term URI	http://purl.org/dc/terms/isFormatOf
Label	dc.relation.isformatof [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#isFormatOf
Definition	The described resource is the same intellectual content of the referenced resource, but presented in another format.
Comments	Use when there are alternative formats and it is not clear which preceded the other. Possibly useful for the Honors Theses community.
Type of Term	element-refinement
Refines	relation

Refined By	
Has Encoding Scheme	DOI , GovDoc, ISBN , ISMN , ISSN , SICI , URI
Obligation	Strongly Recommended
Occurrence	Repeatable

Term Name:	isPartOf
Term URI	http://purl.org/dc/terms/isPartOf
Label	dc.relation.ispartof [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#ispartof
Definition	The described resource is a physical or logical part of the referenced resource.
Comments	
Type of Term	element-refinement
Refines	relation
Refined By	
Has Encoding Scheme	DOI , GovDoc, ISBN , ISMN , ISSN , SICI , URI
Obligation	Strongly Recommended
Occurrence	Repeatable

Term Name:	illustrator
Label	See dc.contributor

Term Name:	isPartOfSeries
Term URI	http://purl.org/dc/terms/isPartOf
Label	dc.relation.ispartofseries [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#ispartof

Definition	Series name, if available.
Comments	<p>Series name should be entered into one instance of the field according to a standard method for that series.</p> <p><i>Examples:</i></p> <ul style="list-style-type: none"> ▪ Working Paper[record] ▪ Podcast [record] ▪ DBMI Technical Reports [record] <p>Not a true Dublin Core element.</p>
Type of Term	element-refinement
Refines	relation
Refined By	
Has Encoding Scheme	DOI , GovDoc, ISBN , ISMN , ISSN , SICI , URI
Obligation	Strongly Recommended
Occurrence	Repeatable

Term Name:	issued
Term URI	http://purl.org/dc/terms/issued
Label	Date [short view] dc.date.issued [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#issued
Definition	Date of formal issuance (e.g., publication) of the resource. See Date.
Comments	<p>Typically, a title will be a name by which the resource is formally known. For theses and dissertations, <i>issued</i> would be the date of defense; if there are multiple dates, the later date is preferred.</p> <p>This element will only appear in the template if the checkbox for “The item has been published or publicly distributed before” is checked on the first page of the item submission process.</p> <p>Examples:</p> <ul style="list-style-type: none"> ▪ 1994 (if month and day are unknown; extremely brief)

	<ul style="list-style-type: none"> 2001-03 (if day is unknown; somewhat brief) 2003-07-09 (if month and day are known; full)
Type of Term	element-refinement
Refines	date
Refined By	
Has Encoding Scheme	W3CDTF
Obligation	Mandatory if Applicable
Occurrence	Once

Term Name:	isReferencedBy
Term URI	http://purl.org/dc/terms/isReferencedBy
Label	dc.relation.isreferencedby [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#isReferencedBy
Definition	The described resource is referenced, cited, or otherwise pointed to by the referenced resource.
Comments	<p>May be of limited use in terms of later resources referencing the initial resource, but may be useful to link to a major review or assessing essay.</p> <p>Example: Blackwood's Edinburgh Magazine. [record]</p> <p>The isReferencedBy and References refinements enable the expression of relationships that aid the user but are not necessary tied to the lifecycle or necessary for the intended use of the resource. This relationship might be used to link an article critical of a resource to that resource, a satire of a speech to the original speech, etc.</p>
Type of Term	element-refinement
Refines	relation
Refined By	
Has Encoding Scheme	DOI , GovDoc, ISBN , ISMN , ISSN , SICI , URI

Obligation	Optional
Occurrence	Repeatable

Term Name:	isReplacedBy
Term URI	http://purl.org/dc/terms/isReplacedBy
Label	dc.relation.isreplacedby [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#isReplacedBy
Definition	<p>The described resource is supplanted, displaced, or superseded by the referenced resource.</p> <p>When establishing a chain of versions, where only one version is valid, the use of isReplacedBy and Replaces allows the relationship to be expressed and the user directed to the appropriate version. In this case, the reciprocal relationships are quite important.</p>
Comments	Used for succeeding version.
Type of Term	element-refinement
Refines	relation
Refined By	
Has Encoding Scheme	DOI , GovDoc, ISBN , ISMN , ISSN , SICI , URI
Obligation	Optional
Occurrence	Repeatable

Term Name:	isVersionOf
Term URI	http://purl.org/dc/terms/isVersionOf
Label	dc.relation.isversionof [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#isVersionOf
Definition	The described resource is a version, edition, or

	adaptation of the referenced resource. Changes in version imply substantive changes in content rather than differences in format. Example: [record] References earlier version.
Comments	
Type of Term	element-refinement
Refines	relation
Refined By	
Has Encoding Scheme	DOI , GovDoc, ISBN , ISMN , ISSN , SICI , URI
Obligation	Strongly Recommended
Occurrence	Repeatable

Term Name:	Language
Term URI	http://purl.org/dc/elements/1.1/language
Label	dc.language [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#language
Definition	A language of the intellectual content of the resource.
Comments	Language code may be used as a value for the Language qualifier to any DCMES element. Recommend codes rather than text, taken from ISO 639-2 bibliographic codes. Mandatory if applicable means if there is any spoken or written text, supply.
Type of Term	element
Refines	
Refined By	
Has Encoding Scheme	ISO 639-2 (recommended for future use), RFC 3066 (currently in use)

Obligation	Mandatory if applicable
Occurrence	Repeatable

Term Name:	medium
Term URI	http://purl.org/dc/elements/1.1/medium
Label	dc.format.medium [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms#medium
Definition	The material or physical carrier of the resource.
Comments	<p>Supplied by the system.</p> <p>Medium should be repeated if both are applicable (e.g. a PDF file on CD) or if multiple files are attached to one record.</p> <p>Examples:</p> <ul style="list-style-type: none"> ▪ application/msword (Word document) ▪ application/vnd.ms-powerpoint (PowerPoint document) ▪ application/pdf (PDF file) ▪ audio/x-mpeg (MP3 audio file)
Type of Term	element-refinement
Refines	format
Refined By	
Has Encoding Scheme	IMT
Obligation	Mandatory
Occurrence	Repeatable

Term Name:	provenance
Term URI	http://purl.org/dc/terms/provenance
Label	dc.description.provenance [long view]
Defined By	http://dublincore.org/documents/dcmi-terms/#audience

Definition	A statement of any changes in ownership and custody of the resource since its creation that are significant for its authenticity, integrity and interpretation.
Comments	The statement may include a description of any changes successive custodians made to the resource.
Type of Term	element-refinement
Refines	description
Refined By	
Has Encoding Scheme	
Obligation	Optional
Occurrence	Repeatable

Term Name:	publisher
Term URI	http://purl.org/dc/elements/1.1/publisher
Label	dc.publisher [long view]
Defined By	http://dublincore.org/documents/dcmi-terms/#publisher
Definition	An entity responsible for making the resource available.
Comments	<p>Examples of a Publisher include a person, an organization, or a service.</p> <p>Use a consistent form such as LCSD <u>when possible</u>. Examples:</p> <ul style="list-style-type: none"> ▪ Vanderbilt University (for all podcasts) ▪ Robert Penn Warren Center for the Humanities [record] <p>***Repeatable for multiple responsible publishers.</p>
Type of Term	element
Refines	
Refined By	
Has Encoding Scheme	

Obligation	Mandatory if applicable
Occurrence	Repeatable

Term Name:	references
Term URI	http://purl.org/dc/terms/references
Label	
Defined By	http://www.dublincore.org/documents/dcmi-terms/#references
Definition	The described resource references, cites, or otherwise points to the referenced resource.
Comments	May be of limited use except for other resources that are far reaching or thorough criticisms. Not appropriate, for example, to include all references from the bibliography of the described resource in repeated relation.references tags.
Type of Term	element-refinement
Refines	relation
Refined By	
Has Encoding Scheme	DOI , GovDoc, ISBN , ISMN , ISSN , SICI , URI
Obligation	Optional
Occurrence	Repeatable

Term Name:	Relation
Term URI	http://purl.org/dc/elements/1.1/relation
Label	dc.relation [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#relation
Definition	A related resource.
Comments	Recommended best practice is to identify the related resource by means of a string conforming to a formal identification system.

Type of Term	element
Refines	
Refined By	isVersionOf, hasVersion, isFormatOf , hasFormat , isReplacedBy , replaces , isPartOf , hasPart , requires , isReferencedBy , references , hasVersion, ispartofSeries, replaces
Has Encoding Scheme	DOI , GovDoc, ISBN , ISMN , ISSN , SICI , URI
Obligation	Optional
Occurrence	Repeatable

Term Name:	replaces
Term URI	http://purl.org/dc/terms/replaces
Label	dc.relation.replaces [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#replaces
Definition	The described resource supplants, displaces, or supersedes the referenced resource.
Comments	Used for preceding version.
Type of Term	element-refinement
Refines	relation
Refined By	
Has Encoding Scheme	DOI , GovDoc, ISBN , ISMN , ISSN , SICI , URI
Obligation	Optional
Occurrence	Repeatable

Term Name:	Rights
Term URI	http://purl.org/dc/elements/1.1/rights

Label	dc.rights [long view]
Defined By	http://dublincore.org/documents/dcmi-terms/#rights
Definition	Information about rights held in and over the resource.
Comments	<p>Typically, rights information includes a statement about various property rights associated with the resource, including intellectual property rights.</p> <p>Example:</p> <ul style="list-style-type: none"> • Open access
Type of Term	element
Refines	
Refined By	accessRights (not in use), license (not in use), URI
Has Encoding Scheme	
Obligation	Strongly Recommended
Occurrence	Once

Term Name:	school
Term URI	
Label	dc.description.school [long view]
Defined By	
Definition	<p>Name of school where content derives. Always insert "Vanderbilt University" before school name.</p> <ul style="list-style-type: none"> • Vanderbilt University. School of Nursing [record] <p>Do not use the ampersand (&).</p> <p>Follow the form found at</p>

	http://www.vanderbilt.edu/colleges.html
Comments	Not a true Dublin Core element.
Type of Term	element-refinement
Refines	description
Refined By	
Has Encoding Scheme	
Obligation	Mandatory – if applicable
Occurrence	Repeatable

Term Name:	Source
Term URI	
Label	dc.source see collection
Defined By	
Definition	To describe collection to which an item belongs.
Comments	See Special collection finding aids for an example. Can be used with finding aids.
Type of Term	Element
Refines	
Refined By	Collection
Has Encoding Scheme	
Obligation	Optional
Occurrence	Repeatable

Term Name:	spatial
Term URI	http://purl.org/dc/terms/spatial
Label	dc.coverage.spacial
Defined By	http://dublincore.org/documents/dcmi-

	terms/#spatial
Definition	Spatial characteristics of the intellectual content of the resource.
Comments	<p>Spatial topic may be a named place or a location specified by its geographic coordinates. A jurisdiction may be a named administrative entity or a geographic place to which the resource applies. Recommended best practice is to use a controlled vocabulary such as the Thesaurus of Geographic Names [TGN]. Where appropriate, named places can be used in preference to numeric identifiers such as sets of coordinates.</p> <p>Examples of ISO 3166:</p> <ul style="list-style-type: none"> ▪ United States = US ▪ United Kingdom = GB ▪ France = FR ▪ Ecuador = EC <p>Examples of TGN (multiple values allowed):</p> <ul style="list-style-type: none"> ▪ Paris (inhabited place); Francis (nation) ▪ United Kingdom (nation); London (inhabited place) <p>*Used with finding aids.</p>
Type of Term	element-refinement
Refines	coverage
Refined By	
Has Encoding Scheme	TGN , Box , ISO 3166 , Point
Obligation	Optional
Occurrence	Repeatable

Term Name:	sponsorship
Term URI	
Label	dc.description.sponsorship [long view]
Defined By	
Definition	Information about sponsoring agencies, individuals, or contractual arrangements for the item.
Comments	Not a true Dublin Core element.

	<p>Examples:</p> <ul style="list-style-type: none"> ▪ Vanderbilt University. Peabody College. Teaching and Learning Department: Capstone Project [record] ▪ NSF-DMS 0443855 [record]
Type of Term	element-refinement
Refines	description
Refined By	
Has Encoding Scheme	
Obligation	Strongly Recommended
Occurrence	Repeatable

Term Name:	Subject
Term URI	http://purl.org/dc/elements/1.1/subject
Label	dc.subject [long view]
Defined By	http://dublincore.org/documents/dcmi-terms/#subject
Definition	The topic of the content of the resource.
Comments	Typically, a Subject will be expressed as keywords, key phrases or classification codes that describe a topic of the resource. Recommended best practice is to select a value from a controlled vocabulary or formal classification scheme. For LCSH, use the separate LCSH fields. If other encoding schemes are desired for future use, they can be added to the template by contacting the DSpace Administrator.
Type of Term	element
Refines	Lcsh, mesh, lcc, ddc
Refined By	See dc.description for more information.
Has Encoding Scheme	Classification, ddc, LCSH , MESH , LCC , other
Obligation	Strongly Recommended
Occurrence	Repeatable

Term Name:	submitted
Term URI	http://purl.org/dc/terms/issued
Label	dc.date.submitted [long view]
Defined By	http://www.dublincore.org/documents/dcmi-terms/#issued
Definition	Date of submission of resource.
Comments	Examples of resources to which a Date Submitted may be relevant are a thesis (submitted to a university department) or an article (submitted to a journal).
Type of Term	element-refinement
Refines	date
Refined By	
Has Encoding Scheme	W3CDTF
Obligation	Mandatory if Applicable
Occurrence	Once

Term Name:	tableOfContents
Term URI	http://purl.org/dc/elements/1.1/tableOfContents
Label	dc.description.tableofcontents
Defined By	http://dublincore.org/documents/dcmi-terms/#tableOfContents
Definition	A list of subunits of the content of the resource.

Comments	<p>Example:</p> <p>From Roberto Clemente [record]</p> <ul style="list-style-type: none"> • Born to play ball • A ticket out • On to the big leagues • Hard at work <p>Etc.</p> <p>From Bram Stoker [record]</p> <ul style="list-style-type: none"> • Psychoanalysis and psychobiography : the troubled unconsciousness of Dracula • Medicine, mind and body : the physiological study of Dracula <p>Etc.</p>
Type of Term	element-refinement
Refines	description
Refined By	
Has Encoding Scheme	
Obligation	Strongly Recommended
Occurrence	Once

Term Name:	temporal
Term URI	http://purl.org/dc/terms/temporal
Label	dc.coverage.temporal [long view]
Defined By	http://dublincore.org/documents/dcmi-terms/#temporal
Definition	Temporal characteristics of the intellectual content of the resource.
Comments	<p>Temporal period may be a named period, date, or date range. Recommended best practice is to use a controlled vocabulary when possible. Where appropriate, time periods can be used in preference to numeric identifiers such as date ranges.</p> <p>Examples:</p> <ul style="list-style-type: none"> • Jurassic Period • 1922-1978 • Twentieth Century

	Can be used with finding aids.
Type of Term	element-refinement
Refines	coverage
Refined By	
Has Encoding Scheme	Period , W3CDTF
Obligation	Optional
Occurrence	Repeatable

Term Name:	Title
Term URI	http://purl.org/dc/elements/1.1/title
Label	Title [short view] dc.title [long view]
Defined By	http://dublincore.org/documents/dcmi-terms/#title
Definition	A name given to the resource.
Comments	Typically, a title will be a name by which the resource is formally known.
Type of Term	element
Refines	
Refined By	alternative
Has Encoding Scheme	
Obligation	Mandatory
Occurrence	Once

Term Name:	Type
Term URI	http://purl.org/dc/elements/1.1/type
Label	dc.type [long view]
Defined By	http://www.dublincore.org/documents/dcmi-

	terms/#type
Definition	The nature or genre of the content of the resource.
Comments	<p>Choose the type that best represents the item from the supplied list. If the needed item type is not on the list, choose Other; if a large collection of elements of type Other is acquired, contact the DiscoverArchive administrator for a possible addition of the new type to the list.</p> <p>DCMIType is a possible alternative for future use in describing this element.</p> <p>Examples: collection, dataset, event, image, interactive resource, moving image, physical object, service, software, sound, still image, text</p> <p>Examples of additions to DiscoverArchive: Thesis, newspaper, book chapter...</p>
Type of Term	element
Refines	
Refined By	
Has Encoding Scheme	
Obligation	Strongly Recommended
Occurrence	Once

Section 4.2.

Elements Not Currently In Use in the DiscoverArchive

Term Name:	accrualMethod
Term URI	http://purl.org/dc/terms/accrualMethod
Label	Accrual Method
Defined By	http://dublincore.org/documents/dcmi-terms/#accrualMethod
Definition	The method by which items are added to a collection.
Comments	Recommended best practice is to use a value from a controlled vocabulary.
Type of Term	element
Refines	
Refined By	
Has Encoding Scheme	
Obligation	Optional
Occurrence	Repeatable

Term Name:	accrualPeriodicity
Term URI	http://purl.org/dc/terms/accrualPeriodicity
Label	Accrual Periodicity
Defined By	http://dublincore.org/documents/dcmi-terms/#accrualPeriodicity
Definition	The frequency with which items are added to a collection.
Comments	Recommended best practice is to use a value from a controlled vocabulary.
Type of Term	element
Refines	

Refined By	
Has Encoding Scheme	
Obligation	Optional
Occurrence	Repeatable

Term Name:	accrualPolicy
Term URI	http://purl.org/dc/terms/accrualPolicy
Label	Accrual Policy
Defined By	http://dublincore.org/documents/dcmi-terms/#accrualPolicy
Definition	The policy governing the addition of items to a collection.
Comments	Recommended best practice is to use a value from a controlled vocabulary.
Type of Term	Element
Refines	
Refined By	
Has Encoding Scheme	
Obligation	Optional
Occurrence	Repeatable

Term Name:	audience
Term URI	http://purl.org/dc/terms/audience
Label	Audience
Defined By	http://dublincore.org/documents/dcmi-terms/#audience
Definition	A class of entity for whom the resource is intended

	or useful.
Comments	A class of entity may be determined by the creator or the publisher or by a third party.
Type of Term	element
Refines	
Refined By	educationLevel , mediator
Has Encoding Scheme	
Obligation	Optional
Occurrence	Repeatable

Term Name:	educationLevel
Term URI	http://purl.org/dc/terms/educationLevel
Label	Audience Education Level
Defined By	http://dublincore.org/documents/dcmi-terms/#educationLevel
Definition	A general statement describing the education or training context. Alternatively, a more specific statement of the location of the audience in terms of its progression through an education or training context.
Comments	<p>A class of entity may be determined by the creator or the publisher or by a third party. This may be most valuable for thesis and projects from Peabody, who prepare lesson plans for specific education levels.</p> <p>Examples:</p> <ul style="list-style-type: none"> • Preschool (intended for children, ages 0-5) • Primary (intended for children, ages 6-8) • Pre-adolescent (intended for young people, ages 9-13) • Adolescent (intended for young people, ages 14-17) • Adult (intended for adults, ages 18+) • Specialized (aimed at a particular audience. The nature of the presentation makes the item of little interest to another audience. Examples include materials

	prepared or intended for limited audiences such as employees or members of one organization or group, including technical literature, training materials, meeting minutes, etc.)
Type of Term	element-refinement
Refines	audience
Refined By	
Has Encoding Scheme	
Obligation	Optional
Occurrence	Repeatable

Term Name:	hasFormat
Term URI	http://purl.org/dc/terms/hasFormat
Label	
Defined By	http://www.dublincore.org/documents/dcmi-terms/#hasFormat
Definition	The described resource pre-existed the referenced resource, which is essentially the same intellectual content presented in another format.
Comments	Use only when the described resource references alternative physical formats. Example is the metadata for a home page for a dissertation that references that dissertation in various alternative formats (e.g. PDF, Postscript, etc.). Useful if a thesis is in another known format (e.g. PDF and CD-ROM).
Type of Term	element-refinement
Refines	relation
Refined By	
Has Encoding Scheme	DOI , GovDoc, ISBN , ISMN , ISSN , SICI , URI
Obligation	Strongly Recommended
Occurrence	Repeatable

Term Name:	license
Term URI	http://purl.org/dc/terms/license
Label	License
Defined By	http://dublincore.org/documents/dcmi-terms/#license
Definition	A legal document giving official permission to do something with the resource.
Comments	<p>The license agreement every user agrees to when submitting work to the DiscoverArchive is a non-exclusive distribution license. This agreement gives Vanderbilt the right to retain one copy of the item. The user retains the copyright (unless it has already been transferred to a publisher or other entity).</p> <p>Recommended best practice is to identify the license using a URI. Examples of such licenses can be found at http://creativecommons.org/licenses/.</p>
Type of Term	element-refinement
Refines	rights
Refined By	
Has Encoding Scheme	
Obligation	Mandatory if applicable
Occurrence	Once

Term Name:	mediator
Term URI	http://purl.org/dc/terms/mediator
Label	Mediator
Defined By	http://dublincore.org/documents/dcmi-terms/#mediator
Definition	A class of entity that mediates access to the resource and for whom the resource is intended or useful.
Comments	The audiences for a resource are of two basic classes: (1) an ultimate beneficiary of the resource,

	and (2) frequently, an entity that mediates access to the resource. The mediator element refinement represents the second of these two classes. Examples: <ul style="list-style-type: none"> ▪ Teachers ▪ Instructors ▪ Trainers ▪ See Lesson Plans in the Capstone Projects community [link].
Type of Term	element-refinement
Refines	audience
Refined By	
Has Encoding Scheme	
Obligation	Optional
Occurrence	Repeatable

Term Name:	requires
Term URI	http://purl.org/dc/terms/requires
Label	
Defined By	http://www.dublincore.org/documents/dcmi-terms/#requires
Definition	The described resource requires the referenced resource to support its function, delivery, or coherence of content.
Comments	
Type of Term	element-refinement
Refines	relation
Refined By	
Has Encoding Scheme	DOI , GovDoc, ISBN , ISMN , ISSN , SICI , URI
Obligation	Strongly Recommended
Occurrence	Repeatable

Term Name:	rightsHolder
Term URI	http://purl.org/dc/terms/rightsHolder
Label	Rights Holder
Defined By	http://dublincore.org/documents/dcmi-terms/#rightsHolder
Definition	A person or organization owning or managing rights over the resource.
Comments	Recommended best practice is to use the URI or name of the Rights Holder to indicate the entity. Creators retain full rights when their works are placed in the DiscoverArchive.
Type of Term	element
Refines	
Refined By	
Has Encoding Scheme	
Obligation	Mandatory if applicable
Occurrence	Once

Section 4.3. Encoding Schemes

Term Name:	Box
Term URI	http://purl.org/dc/terms/Box
Label	DCMI Box
See	http://dublincore.org/documents/dcmi-box/
Definition	The DCMI Box identifies a region of space using its geographic limits.
Comments	The DCMI Box encoding scheme is a method for identifying a region of space using its geographic limits and representing that information as a value string. Components of the value string correspond to the bounding coordinates in north, south, east and west directions, plus optionally up and down, and also allow the coordinate system and units to be specified, and a name if desired. A method for encoding DCMI Box in a text string using the DCSV syntax is described. This notation is intended for representing a value of the DCMES element Coverage, particularly when using HTML meta elements.
Type of Term	encoding-scheme
Encoding Scheme For	spatial
Obligation	Optional

Term Name:	DOI
Term URI	
Label	DOI
See	http://www.doi.org/
Definition	Digital Object Identifier
Comments	May be registered as "info" URI scheme.
Type of Term	encoding-scheme
Encoding Scheme For	identifier , isVersionOf , isFormatOf , hasFormat ,

	isReplacedBy , replaces , isPartOf , hasPart , requires , isReferencedBy , references
Obligation	Optional

Term Name:	IMT
Term URI	http://purl.org/dc/terms/IMT
Label	IMT
See	http://www.iana.org/assignments/media-types/
Definition	The Internet media type of the resource.
Comments	<p>IMT, previously known as MIMEType (which is how it appears in DiscoverArchive), is a two-part identifier for file formats on the Internet. A media type is composed of at least two parts: a type, a subtype, and one or more optional parameters. IANA manages a registry of media types and character encodings.</p> <ul style="list-style-type: none"> • Application/pdf • Text/html • Image/jpeg
Type of Term	encoding-scheme
Encoding Scheme For	medium
Obligation	Mandatory if Applicable

Term Name:	ISBN
Term URI	
Label	ISBN
See	http://www.isbn.org/standards/home/isbn/international/index.asp
Definition	International Standard Book Number
Comments	

Type of Term	encoding-scheme
Encoding Scheme For	identifier , isVersionOf , isFormatOf , hasFormat , isReplacedBy , replaces , isPartOf , hasPart , requires , isReferencedBy , references
Obligation	Optional

Term Name:	ISMN
Term URI	
Label	ISMN
See	http://www.ismn-international.org/
Definition	International Standard Music Number
Comments	
Type of Term	encoding-scheme
Encoding Scheme For	identifier
Obligation	Optional

Term Name:	ISO3166
Term URI	http://purl.org/dc/terms/ISO3166
Label	ISO 3166
See	http://www.iso.org/iso/en/prods-services/iso3166ma/02iso-3166-code-lists/list-en1.html
Definition	ISO 3166 Codes for the representation of names of countries.
Comments	ISO 3166 is a three-part geographic coding standard for coding the names of countries and dependent areas, and the principal subdivisions thereof. The official name is Codes for the representation of names of countries and their subdivisions.
Type of Term	encoding-scheme
Encoding Scheme For	spatial

Obligation	Optional
-------------------	----------

Term Name:	ISO639-2
Term URI	http://purl.org/dc/terms/ISO639-2
Label	ISO 639-2
See	http://www.loc.gov/standards/iso639-2/
Definition	Codes for the representation of names of languages.
Comments	
Type of Term	encoding-scheme
Encoding Scheme For	language
Obligation	Mandatory if applicable

Term Name:	ISSN
Term URI	
Label	ISSN
See	http://www.issn.org:8080/pub/
Definition	International Standard Serial Number
Comments	
Type of Term	encoding-scheme
Encoding Scheme For	identifier , isVersionOf , isFormatOf , hasFormat , isReplacedBy , replaces , isPartOf , hasPart , requires , isReferencedBy , references
Obligation	Optional

Term Name:	LCC
Term URI	http://purl.org/dc/terms/lcc
Label	LCC

See	http://lcweb.loc.gov/catdir/cpsol/lcco/lcco.html
Definition	Library of Congress Classification
Comments	
Type of Term	encoding-scheme
Encoding Scheme For	subject
Obligation	Optional

Term Name:	LCSH
Term URI	http://purl.org/dc/terms/lcsh
Label	LCSH
See	http://lcweb.loc.gov/cds/lcsh.html
Definition	Library of Congress Subject Headings
Comments	<p>LCSH subject headings should be used where appropriate according to the guidelines found at http://www.loc.gov/cds/lcsh.html. Try to use LCSH as thoroughly as possible before going to simple keywords. Input LCSH strings using <space>--<space> and without ending punctuation.</p> <p>Examples:</p> <ul style="list-style-type: none"> ▪ Bush, George W. (George Walker), 1946- ▪ College students -- Tennessee -- Nashville ▪ United States. Congress. Senate -- Contested elections ▪ Elections -- Corrupt practices -- Texas ▪ Breast -- Cancer -- Psychological aspects
Type of Term	encoding-scheme
Encoding Scheme For	subject
Obligation	Strongly Recommended

Term Name:	MESH
Term URI	http://purl.org/dc/terms/mesh
Label	MESH

See	http://www.nlm.nih.gov/mesh/meshhome.html
Definition	Medical Subject Headings
Comments	
Type of Term	encoding-scheme
Encoding Scheme For	subject
Obligation	Optional

Term Name:	NACO
Term URI	
Label	NACO
See	http://www.loc.gov/catdir/pcc/naco/naco.html
Definition	Name Authority Cooperative
Comments	Use NACO for names when possible. Formulate them according to AACR2.
Type of Term	encoding-scheme
Encoding Scheme For	creator , contributor
Obligation	Optional

Term Name:	Period
Term URI	http://purl.org/dc/terms/Period
Label	DCMI Period
See	http://dublincore.org/documents/dcml-period/
Definition	A specification of the limits of a time interval.
Comments	DCMI Period is a mechanism for indicating a single time interval using its limits and representing that information as a text string. Components of the value string correspond to the start and end of the interval, either of which may be omitted in the case of a single-ended interval. A method for encoding DCMI Period in a text string using the DCSV syntax is

	described. This notation is intended for representing a value of the DCMES elements Coverage and Date.
Type of Term	encoding-scheme
Encoding Scheme For	temporal , date
Obligation	Optional

Term Name:	Point
Term URI	http://purl.org/dc/terms/Point
Label	DCMI Point
See	http://dublincore.org/documents/dcmi-point/
Definition	The DCMI Point identifies a point in space using its geographic coordinates.
Comments	DCMI Point is a mechanism for indicating a point in space using its geographic coordinates and representing that information as a value string. Components of the value string correspond to the location coordinates in north and east directions, plus optionally elevation, and also allow the coordinate system and units to be specified, and a name if desired. A method for encoding DCMI Point in a text string using the DCSV syntax is described. This notation is intended for representing a value of the DCMES element Coverage, particularly when using HTML meta elements.
Type of Term	encoding-scheme
Encoding Scheme For	spatial
Obligation	Optional

Term Name:	RFC3066
Term URI	http://purl.org/dc/terms/RFC3066
Label	RFC 3066
See	http://www.ietf.org/rfc/rfc3066.txt

Definition	Internet RFC 3066 'Tags for the Identification of Languages' specifies a primary subtag which is a two-letter code taken from ISO 639 part 1 or a three-letter code taken from ISO 639 part 2, followed optionally by a two-letter country code taken from ISO 3166. When a language in ISO 639 has both a two-letter and three-letter code, use the two-letter code; when it has only a three-letter code, use the three-letter code. This RFC replaces RFC 1766.
Comments	
Type of Term	encoding-scheme
Encoding Scheme For	language
Obligation	Optional

Term Name:	SICI
Term URI	
Label	SICI
See	http://sunsite.berkeley.edu/SICI/
Definition	Serial Item and Contributor Identifier
Comments	May be registered as "info" URI scheme.
Type of Term	encoding-scheme
Encoding Scheme For	identifier , isVersionOf , isFormatOf , hasFormat , isReplacedBy , replaces , isPartOf , hasPart , requires , isReferencedBy , references
Obligation	Optional

Term Name:	TGN
Term URI	http://purl.org/dc/terms/TGN
Label	TGN
See	http://www.getty.edu/research/conducting_research/vocabularies/tgn/index.html

Definition	The Getty Thesaurus of Geographic Names
Comments	The TGN is a structured vocabulary containing around 912,000 records, including 1.1 million names, place types, coordinates, and descriptive notes, focusing on places important for the study of art and architecture.
Type of Term	encoding-scheme
Encoding Scheme For	spatial
Obligation	Optional

Term Name:	URI
Term URI	http://purl.org/dc/terms/URI
Label	URI
See	http://www.ietf.org/rfc/rfc2396.txt
Definition	A URI Uniform Resource Identifier
Comments	A Uniform Resource Identifier (URI), is a compact string of characters used to identify or name a resource. The main purpose of this identification is to enable interaction with representations of the resource over a network, typically the World Wide Web, using specific protocols. URIs are defined in schemes defining a specific syntax and associated protocols.
Type of Term	encoding-scheme
Encoding Scheme For	identifier , relation , isVersionOf , isFormatOf , hasFormat , isReplacedBy , replaces , isPartOf , hasPart , requires , isReferencedBy , references
Obligation	Optional

Term Name:	W3CDTF
Term URI	http://purl.org/dc/terms/W3CDTF
Label	W3C-DTF
See	http://www.w3.org/TR/NOTE-datetime

Definition	W3C Encoding rules for dates and times - a profile based on ISO 8601.
Comments	W3C-DTF is a profile of ISO 8601, the International Standard for the representation of dates and times. ISO 8601 describes a large number of date/time formats. To reduce the scope for error and the complexity of software, it is useful to restrict the supported formats to a small number. This profile defines a few date/time formats, likely to satisfy most requirements.
Type of Term	encoding-scheme
Encoding Scheme For	<u>date</u> , <u>issued</u> , <u>available</u> , <u>accessioned</u> , <u>temporal</u>
Obligation	Optional

Section 5. Additional Recommendations for the DiscoverArchive

- At least one of the date fields needs to be enabled for editing so that we can record the date that is shown on the piece. (Some communities have this, others do not.)
- One or two of the members of the Metadata Committee should be able to make changes to records that have already been accepted for submission.
- Catalogers/Metadata editors need to be able to edit the metadata page even after an item has been approved.
- Each text document submitted should be in PDF format if possible. This suggestion, however, should not deter users from submitting documents in other formats.
- For each collection and, in some cases, each title in the collection, there should be a short description of the material contained therein.
- For each collection and, in some cases, each title, there should be a contact person specified to contact with questions.
- Diacritics are problematic in the current version of DSpace. If diacritics are entered in the metadata and the term is searched without the diacritics, it will not be found, and vice versa. We need to determine the most appropriate method of dealing with this problem, if anything, until we can upgrade to the latest version 1.4.2 later this summer. We are presently at version 1.3.x.
- A concise working document, based on this full document, is needed. A web version, linked from the DiscoverArchive site, of both this document and the concise working document is desirable as well.
- We strongly suggest that the click-through license agreement be accessible via the DiscoverArchive website for users to review before submitting items. We would also like to give users the option of applying a [Creative Commons license](#) to individual items in DiscoverArchive.
- For the *contributor* element, we suggest a drop-down menu for each contributor which will allow the user to choose the type of contributor (i.e., Advisor, Interviewee, Narrator, Illustrator, Editor, etc.). Contributor types would be added to the list as needed.