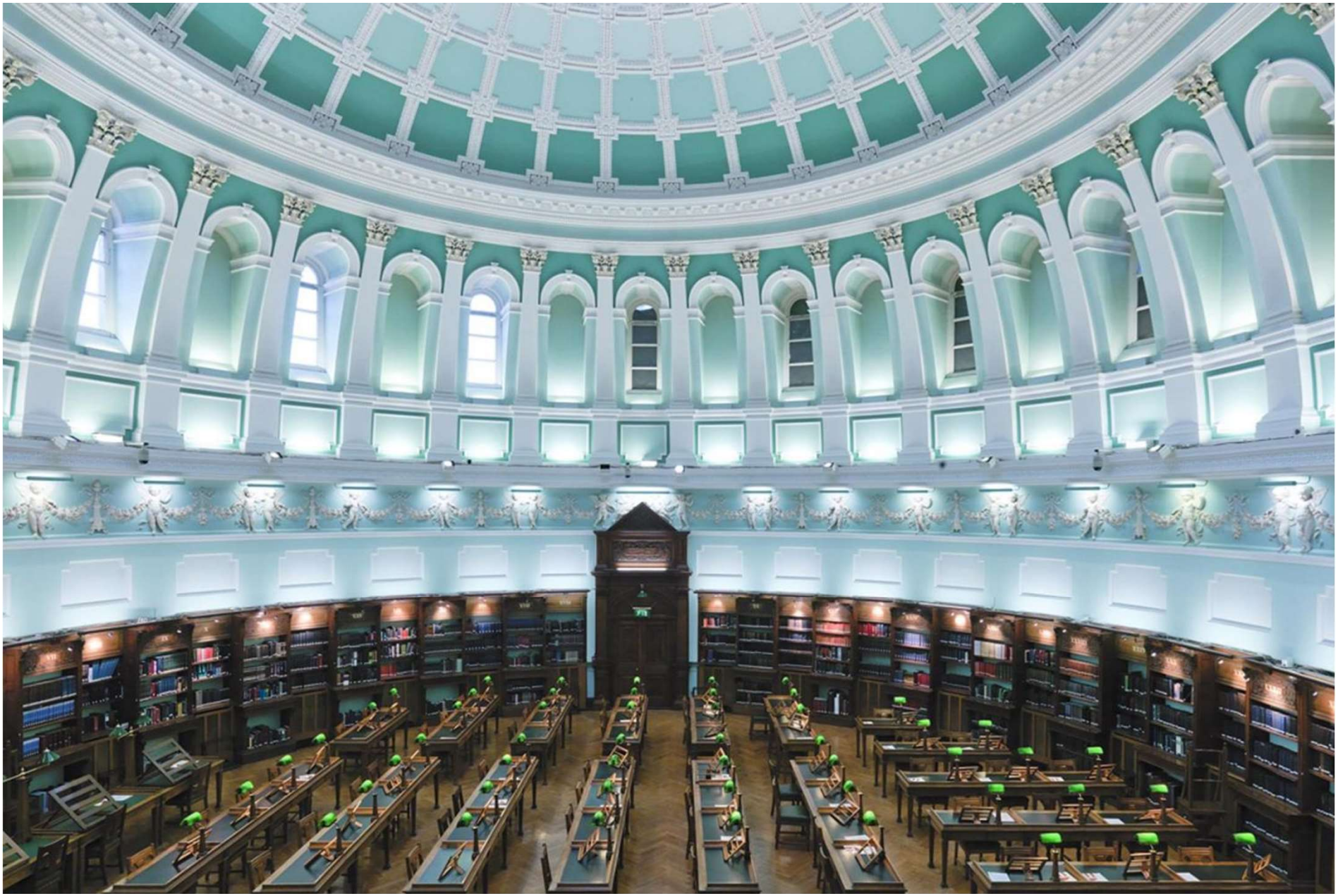
Finding the Keys to the Marian Keyes collection

Della Keating 21/11/2024



Leabharlann Náisiúnta na hÉireann
National Library of Ireland



The National Library of Ireland

- 3 primary collecting areas
  - **Digital:** NLI web archive, born digital collecting, digitised material
  - **Published** Books, periodicals, newspapers, Gov publications, maps etc.
  - **Special Collections**

    Manuscripts: Over 1 million items spanning almost 1000 years **Visual**: Photographs, prints & drawings, ephemera

Pilot projects

- Digital Collections Dept formed 2015
- NOT Hybrid
- Scale and Privacy
- 4 initial acquisitions
  - Marian Keyes
  - Yes Equality
  - Waking the Feminists
  - Census of the Heart

Access

- Reading room
- Online
- Collections as Data (close vs distant)
- Exhibitions (digital)
- Publications (citation)



Born Digital Collecting at the NLI

Today

- Experience based on cataloguing/describing born digital archival collections (work in progress)
- Extrapolating key policy issues/principles/decision points

UC Guidelines for Born-Digital Archival Description

Note to readers: *Version 1.0 of these guidelines are available on GitHub, where pull requests are welcome and encouraged.* ***Please submit any written feedback to:*** *Annalise Berdini, Charles Macquarie, Kate Tasker, & Shira Peltzman.*

DigitalPreservationCoalition

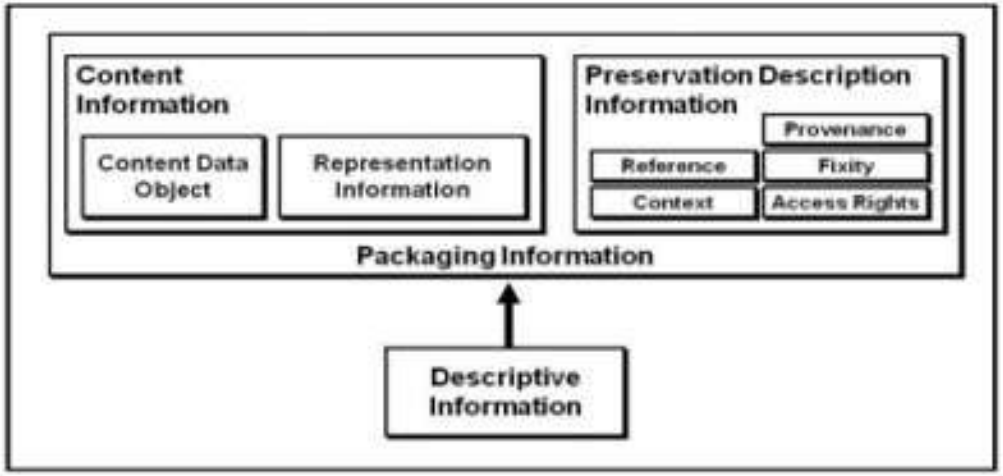


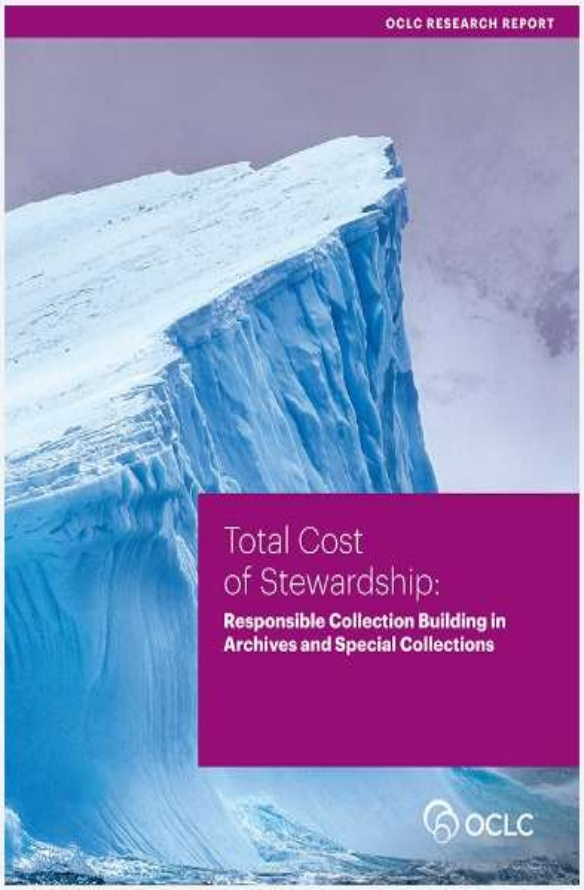
Figure 3: Archival Information Package

Metadata for cataloguing

- Documentation - Survey, Donor Agreement
- Acquisition and transfer – Method and data
- Processing Plan –TCOS (total cost of stewardship)
- Processing – reporting (collection level, PII, dupes)

Descriptive Metadata MKMMC

- Traditional Literary type collection
- 341 files, scale not an issue
- Closer to analogue process
- Appraisal and Arrangement
- Donor curated/Significant donor involvement
- Guidelines from scratch

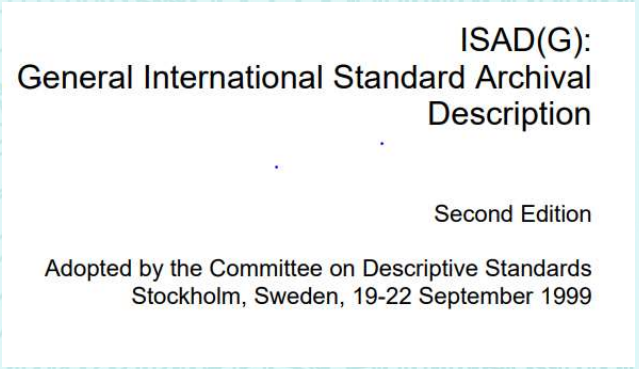


Key decision points
Role of Processing plan

- Seamus Heaney/Processing plan/Total cost of stewardship

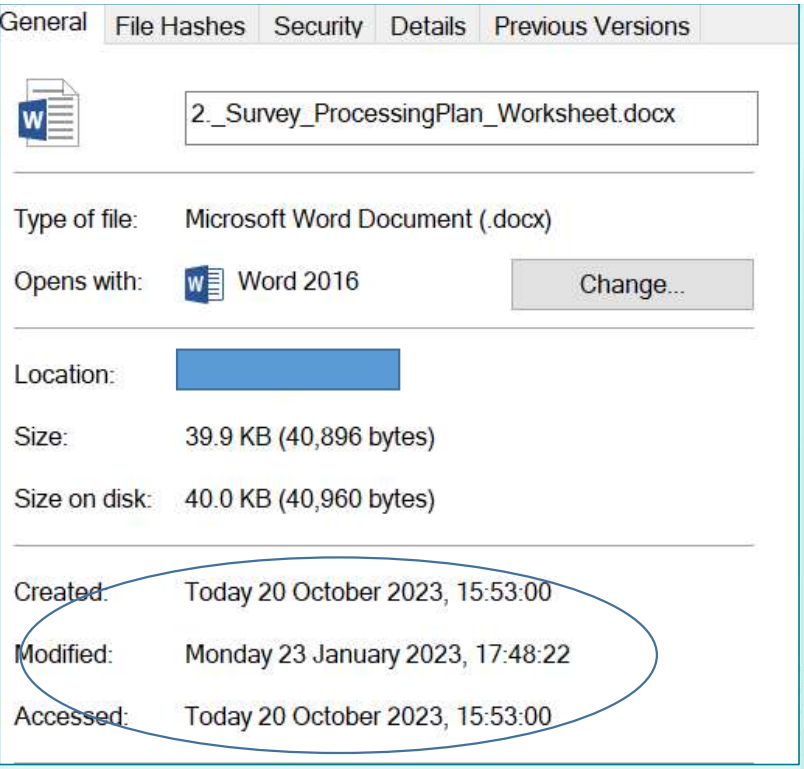


Key decision points Standards



- ISAD(G) vs DACS
- Practitioner focussed-Crosswalk/Mapping
- ISADG + DACs + UC guidelines Born digital Archival Description





Key decision points
Dates

- (date last modified)
- Source/Rationale/Transparency
- Analogue world assumptions-in digital world date is a technical thing

In data modelling terms – date modified values are associated with the File. They're technical metadata sources and may be equal or similar to descriptive metadata dates of creation for an abstract 'Work', but there may also be times where these are totally different

Key decision points -Titles

500 |a Series title devised by the NLI staff.

- File titles /Series/sub series (guidelines)

1. Retain original/supplied folder headings and map/convert into series and sub series headings
2. Create new series and sub series headings
3. Mix of both approaches

- Less intervention/Inclusive language/Scale

Notes: Series title devised by the NLI staff.

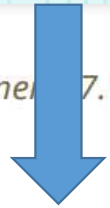
Physical description: 100 digital files (22.4 megabytes)

Key decision points-Processing note

- Record Interventions

Scope/Method of Acquisition/Duplication/PII/name changes etc.

- Is arrangement an intervention?



Processing Information	REQUIRED
DACS: Processing Information Note in Notes Eleme 7.1.8 *EAD3: Processing Information <processinfo>* *ArchivesSpace: Processing Information Note*	

The Processing Information section is one of the most important aspects of any finding aid that describes born-digital materials. Decisions made during processing can greatly affect who, what, where, when, why and how researchers access and understand the digital material within a given collection. In particular, processing legacy born-digital material can often involve changing the nature of the data to make it preservable and accessible: this may include migrating to different file formats, redacting or removing Personally Identifiable Information (PII), extracting files, or normalizing filenames. It is essential that this information be recorded to ensure that future archivists and users understand where the materials came from, how they were created, and the process by which they are able to access the materials. This might include retaining technical details associated with the file's creation, arrangement, or acquisition, and/or recording details associated with the file's accompanying metadata such as the assignation of Universally Unique Identifiers (UUIDs), hash values or checksums.

Key decision points
Other

- Rights
- Subject headings/Access points
- Extent and Medium-gb, gigabyte, GIGABYTE
- Complex objects
- PII-twitter handles

Some born digital archival cataloguing takeaways

- Enhanced curation
- System lag
- Standards lag
- Leveraging metadata from end to end workflow
- Benefits of working with Donors
- Hybrid collections and cataloguing
- Impact on access models
- Transparency

Refs

https://www.oclc.org/research/publications/2021/oclcresearch-total-cost-of-stewardship.html-slide 10

https://www2.archivists.org/sites/all/files/Descriptive%20Elements%20for%20Born-Digital%20Records%20in%20Architectural%20Collections%201.0_0.pdf slide 14 processing note p.19

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