

Metadata Application Profile and Data Dictionary for Description of Websites with Archived Versions

Version 1 (June 2015)

This document specifies the core elements that are recommended for describing websites that are both live and have been archived. It was developed as part of the New York Art Resources Consortium's Web Archiving Initiative to document web versions of specialist art resources, such as auction catalogues, catalogues raisonnés, artists' websites, etc. The profile may also be used for other types of web resources for which it is desirable to create rich metadata beyond that which is captured as part of web archiving tools.

Various workflows may be employed to create the metadata depending upon the institution's specific environment and procedures. Most institutions use one record that describes both the live website and the archived one to reduce cataloging time. When the cataloging takes place may vary depending upon various factors. The cataloger may produce the record for the live site while a determination is being made about archiving it, or after it has already been archived.

This profile describes a rich record based on MARC, with the intention of populating elements in the simpler DC descriptions in Archive-It. Element names are generic in nature with MARC fields specified. Creation/maintenance and usage notes generally apply to MARC elements. Mappings have been provided to elements, properties or classes in Dublin Core, MODS, BIBFRAME, VRA Core and schema.org to facilitate transformations or application profiles for other metadata element sets with any usage notes in the notes column. When data elements may be used in multiple places in a MARC record they are included in the same entry. Specific requirements for MARC and RDA are included in Part 3.

The profile is intended to be cataloging rules agnostic, and local needs and cataloging rules should be followed. However, it details some RDA requirements.

Contents

1. Summary of main fields for description of websites with archived versions
2. Data dictionary of elements for describing websites with archived versions
3. Notes on MARC record coding
4. Sample records

Part 1. Summary of data elements for description of websites with archived versions

1.1 Core fields

Title (245)
(Subfields as appropriate)

Alternative Title (246)

Names (and roles if appropriate) (1XX and 7XX)
(Subfields as appropriate)

Type of resource (Ldr/06)
Use “a”. Additional aspects may be brought out in 006.

Genre (Specify “web site”) (655 + 008/21= w (Updating web site))

Content type (336)
336 text #b txt #2 rdacontent
336 still image #b sti #2 rdacontent
Add multiples as appropriate

Media type (337)
337 computer #b c #2 rdamedia

Carrier type (338)
338 online resource #b cr #2 rdacarrier

Language (008/35-37 and 041 if multiple)

Abstract (520)
(Extract from meta description if available, subject to cataloger review)

Subject/keywords (6XX)
600 for artist if applicable
610 for institutions
653 for keywords (extract from meta keywords if available, subject to cataloger review)

Electronic Location for live site (856 with \$z=Live site)
Electronic location for archived site (856 with \$z=Archived site)

Rights statement/access condition (506) if applicable

Source of description note (588) to indicate when the website was viewed
588 ## \$a Description of the resource based on live site viewed on March 4, 2015, and archived site; title from home page.
Note: If description does not also include the archived site, do not include “and archived site”, e.g. if the website was not archived.

Preservation actions (583)
583 ## \$a capture \$c [date of capture] \$h New York Art Resources Consortium \$5 NyNyARC
\$2 pet

1.2 Additional optional fields

Place and entity of issuance (if readily available) (264 2nd indicator=1 or 260 for non-RDA)

Dates of capture of archived site: subfield \$c of 583 (see questions below)

Collection name if website is part of a collection (if desired; NYARC will not use)

773 with \$t for type of collection, \$o for URI link to the collection, \$w with link to a record control number if applicable or 830 with \$t and \$5

Other additional fields may be added as needed to satisfy local needs for specific environments (see below).

The following details the template used for each element in this profile/data dictionary and the information to be included.

Element Name	General element name	
MARC Field	Field used in MARC	
Definition	General definition (may be partially taken from other metadata standards)	
Expected values	Whether the value will be a specific data type (e.g. structured date), controlled vocabulary value, URI or string.	
Repeatability	Whether it is repeatable and under what conditions if applicable.	
Obligation	Whether it is mandatory or optional and under what conditions if applicable.	
MARC Creation/maintenance notes	How the value will be created or extracted. In cases where there is a default value, it is included here.	
MARC Usage notes	Any further instructions on using the element.	
Mappings	Property/element name	Notes on mapping
DC Property		
MODS Element		
BIBFRAME Property		
VRACore Element		
Schema.org Property		

Part 2. Data Dictionary of elements for describing Websites with archived versions

Element Name	Main Title	
MARC Field	245\$a	
Definition	Word, phrase, character, or group of characters that names it or the work contained in it.	
Expected values	String	
Repeatability	Not repeatable	
Obligation	Mandatory	
MARC Creation/maintenance notes		
MARC Usage notes	Use appropriate additional subfields if applicable. If tools extract an HTML title, include in alternative title if useful for access.	
Mappings	Property/element name	Notes on mapping
DC Property	Title http://purl.org/dc/terms/title	
MODS Element	titleInfo/title	Use appropriate subelements if applicable
BIBFRAME Property	http://bibframe.org/vocab/title	If appropriate repeat in subproperty bf:titleValue under bf:workTitle If transcribed title, also use subproperty titleStatement under bf:hasInstance
VRACore Element	Title pref="true"	Allows for different title types, e.g. cited, popular, etc.
Schema.org Property	http://schema.org/name	

Element Name	Alternative Title	
MARC Field	246\$a	
Definition	Varying form of the title if it contributes to further identification of the resource.	
Expected values	String	
Repeatability	Repeatable	
Obligation	Optional	
MARC Creation/maintenance notes	Tools may extract HTML title if present and they may be included as alternative title if different from the main title, but review is required.	
MARC Usage notes	Use appropriate additional subfields if applicable	
Mappings	Property/element name	Notes on mapping
DC Property	http://purl.org/dc/terms/alternative	DCMI states that the distinction between titles and alternative titles is application-specific; alternative titles may be in dc:title
MODS Element	titleInfo/title type="alternative"	
BIBFRAME Property	http://bibframe.org/vocab/titleVariation	
VRACore Element	Title	VRA Core has a type attribute to distinguish alternative titles, but unless known, do not include
Schema.org Property	http://schema.org/name	Does not appear that there is a distinction between main and alternate titles.

Element Name	Name of Agent	
MARC Field	100\$a or 700\$a (if personal), 110\$a or 710\$a (if corporate), 111\$a or 711\$a (if conference)	
Definition	Person, organization, or event (conference, meeting, etc.) associated in some way with the resource.	
Expected values	String or URI	
Repeatability	Repeatable	
Obligation	Mandatory if applicable	
MARC Creation/maintenance notes	1XX in MARC is not repeatable; additional names go in 7XX.	
MARC Usage notes	Use appropriate additional subfields if applicable	
Mappings	Property/element name	Notes on mapping
DC Property	http://purl.org/dc/elements/1.1/creator http://purl.org/dc/elements/1.1/contributor	DC elements are in the class Agent Distinction in DC is in terms of primary and secondary responsibility. This may be difficult to determine, so mapping to one or the other DC element may be necessary.
MODS Element	name/namePart	
BIBFRAME Property	http://bibframe.org/vocab/creator http://bibframe.org/vocab/contributor	In class Authority with subclass Agent; specific roles may be used as properties
VRACore Element	agent/name	
Schema.org Property	http://schema.org/Person http://schema.org/Organization	There are other specific types as classes, e.g. LocalBusiness, Restaurant,

Element Name	Agent Role	
MARC Field	100/700 (if personal) \$e (if a term) \$4 (if a code) 110/710 (if corporate) \$e (if a term) \$4 (if a code) 111/711 (if conference) \$e (if a term) \$4 (if a code)	
Definition	Designation of the role of the agent in relation to the resource	
Expected values	String, code, or URI	
Repeatability	Repeatable	
Obligation	Optional	
MARC Creation/maintenance notes		
MARC Usage notes	Use terms or codes from MARC Code List for Relators as appropriate: http://id.loc.gov/vocabulary/relators . In MARC URIs identifying the role have not been used in subfields \$e or \$4, although they have been established for roles on that list. The MARC list is generally in sync with RDA Appendix I. Where there are differences, RDA terms may be used in subfield \$e and terms from other vocabularies may also be used (although there is no way to indicate what vocabulary they are from). Although this element is optional it is highly recommended that it be used to facilitate mapping to other vocabularies.	
Mappings	Property/element name	Notes on mapping
DC Property	URI for role as subproperty of dc:contributor from MARC list	See: http://dublincore.org/documents/usageguide/appendix_roles.shtml and http://lcweb2.loc.gov/diglib/loc/terms/relators/dc-contributor.html
MODS Element	<name><role> <roleTerm>	Use type="text" or type="code" as appropriate
BIBFRAME Property	URI for role as property with Authority; relatorRole if string	See: http://www.loc.gov/bibframe/docs/bibframe-authorities.html#roles
VRACore Element	agent/role	Identify vocabulary in vocab attribute; may be AAT
Schema.org Property	schema:creator or schema:contributor	MARC relator URI or RDA Role URI is the value of the schema:roleName property, which used with schema:Role class

	with schema:Role class	
--	---------------------------	--

Element Name	Type of resource	
MARC Field	Leader/06 (Type of record) (OCLC: Type) Additional types in 006/00	
Definition	Term that specifies the characteristics and general type of content of the resource	
Expected values	Controlled vocabulary	
Repeatability	Repeatable, although one should be considered primary.	
Obligation	Mandatory	
MARC Creation/maintenance notes	Default value should be text (MARC value “a”) in primary element (Ldr/06) and electronic resource (MARC value “m”) in secondary element (006).	
MARC Usage notes	In MARC this is a high level category of the resource. A more specific categorization may be given in other elements (336 Content type; 337 Media Type; 338 Carrier Type; 008 specific types; 655 Genre). Note that for practical reasons the record describes both the live and the archived sites. In element sets that use an RDF/Linked Data model, the live site and archived site would constitute different entities and each have a description with an appropriate Type of resource. In RDF/LD this may be a subclass of a more general entity (e.g. in BIBFRAME subclass of Work; in schema.org subclass of CreativeWork).	
Mappings	Property/element name	Notes on mapping
DC Property/Class	Type http://purl.org/dc/terms/type	Using DCMI:Type, default value is Text (http://purl.org/dc/dcmitype/Text) There is no equivalent to MARC value “m” which includes multimedia; DCMI Type values “InteractiveResource” and “Software” would both be included in the definition for MARC value “m”.
MODS Element	<typeOfResource>	Value: “text” (or “software, multimedia”)*
BIBFRAME Property/Class	Work Subclass	Work subclass: Text http://bibframe.org/vocab/Text (Or subclass Multimedia)
VRACore Element	worktype	VRA recommends AAT vocabulary but no appropriate equivalent to text was found Use “text”
Schema.org Property	CreativeWork subclasses	Value: WebSite (http://schema.org/WebSite)

Element Name	Genre or Work Type	
MARC Field	655\$a; 008/21CR; 336	
Definition	Term or terms that designate a category characterizing a particular style, form, or content, such as artistic, musical, literary composition, etc.	
Expected values	Controlled vocabulary (best practice)	
Repeatability	Repeatable	
Obligation	Optional	
MARC Creation/maintenance notes	Defaults (NYARC): 008/21=w (Updating web site) 655 #7 \$a Web sites \$2 aat If RDA record also add: 336 text #b txt #2 rdacontent 336 still image #b sti #2 rdacontent	
MARC Usage notes	Additional genres may be given if desired. This is a more specific categorization than the general ones in Type of resource. If resource is considered something other than a continuing resource, a code in 008 for website is not available, and 655 is used to indicate that it is a website.	
Mappings	Property/element name	Notes on mapping
DC Property	http://purl.org/dc/elements/1.1/type	DC uses the same element for controlled vocabulary from DCMI Type and genre terms
MODS Element	<genre authority="aat">Web site	
BIBFRAME Property	genre contentCategory	contentCategory corresponds to 336
VRACore Element	Work type	
Schema.org Property	Creative Work subclasses	Some subclasses correspond to Type of resource and others to Genre

Element Name	Issuance	
MARC Field	Leader/07 (Bibliographic level) (OCLC: BLvl)	
Definition	Term that designates how the resource is issued.	
Expected values	Controlled vocabulary	
Repeatability	Not repeatable	
Obligation	Optional	
MARC Creation/maintenance notes	Default value is “integrating” (code i) in most cases.	
MARC Usage notes	Some websites, i.e. static documents such as PDF that are not changed, may be considered monographs and value “monograph” (code m) used.	
Mappings	Property/element name	Notes on mapping
DC Property	N/A	
MODS Element	<originInfo><issuance>	Default value is “integrating resource”
BIBFRAME Property	Resource Subclass	Subclass: Integrating http://bibframe.org/vocab/Integrating
VRACore Element	N/A	
Schema.org Property	N/A	

Element Name	Form	
MARC Field	007; 008/23; 300; 338	
Definition	Designation of the physical carrier of a resource, including the physical medium or file format.	
Expected values	Controlled vocabulary or string	
Repeatability	Repeatable	
Obligation	Mandatory; indicate that it's a remote online resource	
MARC Creation/maintenance notes	<p>Defaults: 007/00=c; 007/01=r; 007/03=c; 007/04=n 008/23=o 300\$a 1 online resource If RDA record also add: 338 online resource #b cr #2 rdacarrier</p>	
MARC Usage notes	There are redundancies in MARC, although they may be used for different purposes.	
Mappings	Property/element name	Notes on mapping
DC Property	http://purl.org/dc/elements/1.1/format	DC terms also include refinements: http://purl.org/dc/terms/extent http://purl.org/dc/terms/medium
MODS Element	<physicalDescription><form authority="marcform">online</form></physicalDescription>	
BIBFRAME Property	format carrierCategory extent	carrierCategory corresponds to 338
VRACore Element	N/A	Covered by genre term Web sites
Schema.org Property	N/A	Covered by subclass WebPage or WebSite

Element Name	Place of Issuance	
MARC Field	260 ##\$a (non-RDA) 264 #1\$a (RDA) 008/15-17 (coded form)	
Definition	Name of the place associated with the issuance of the resource.	
Expected values	String; could be controlled vocabulary in non-MARC applications	
Repeatability	Repeatable	
Obligation	Optional	
MARC Creation/maintenance notes		
MARC Usage notes	<p>Issuance is considered the same as “publication” here.</p> <p>NYARC practice: when the place can be easily inferred or is generated by the metadata extraction tool, record it field 264 and use appropriate code in 008/15-17. Otherwise omit it when it is ambiguous, e.g. there are several places where the issuing body has offices (and use “xx” in 008/15-17).</p> <p>Other institutions may have discovery or processing needs that require specific information here.</p>	
Mappings	Property/element name	Notes on mapping
DC Property	Publisher	There is no element for place of publication in DC, but some applications may include place in the Publisher element
MODS Element	<originInfo eventType=”publication”><place>	
BIBFRAME Property	providerPlace	Under bf:publication Also may be included as part of string in providerStatement
VRACore Element	location type=”publication”	
Schema.org Property	schema:releaseEvent	Use PublicationEvent with separate properties about publication (date, place, organization)

Element Name	Agent of Issuance	
MARC Field	260 ##\$b (non-RDA) 264 #1\$b (RDA)	
Definition	Name of the entity that issued the resource.	
Expected values	String; could be controlled vocabulary in some applications.	
Repeatability	Repeatable	
Obligation	Optional	
MARC Creation/maintenance notes		
MARC Usage notes	<p>Issuance is considered the same as “publication” here.</p> <p>NYARC practice: when the publisher can be easily inferred or is generated by the metadata extraction tool, record it field 264. Otherwise omit it when it is ambiguous or requires research.</p> <p>Other institutions may follow policies that require recording at least a probable publisher.</p>	
Mappings	Property/element name	Notes on mapping
DC Property	Publisher	
MODS Element	<originInfo eventType=”publication”><publisher>	
BIBFRAME Property	providerName	Under bf:publication Also may be included as part of string in providerStatement
VRACore Element	<agent><role>	Can use role publisher from ULAN http://www.getty.edu/vow/ULANRolePopup#A
Schema.org Property	schema:releaseEvent	Use PublicationEvent with schema:publisher

Element Name	Date of Issuance	
MARC Field	260 ##\$c (non-RDA) 264 #1\$c (RDA) 008/07-10	
Definition	Date that the resource was published, released, or issued.	
Expected values	Date or string	
Repeatability	Repeatable	
Obligation	Optional	
MARC Creation/maintenance notes	Extraction tool may generate information; if so do not remove unless it is determined to be incorrect.	
MARC Usage notes	<p>Issuance is considered the same as “publication” here.</p> <p>NYARC practice: 260/264: If there is specific information about when the site was first made available include it. If not and the decade it was made available is clear, use [201-]. If there is no clear information do not include.</p> <p>008/07-14: If decade is clear use u for specific year (e.g. 201u); If no information use 20uu</p> <p>008/11-14: use 9999</p>	
Mappings	Property/element name	Notes on mapping
DC Property	Date (DCQ: issued)	
MODS Element	<originInfo eventType=”publication”><dateIssued>	If using date with missing digits add encoding=”marc”
BIBFRAME Property	providerDate	Under bf:publication Also may be included as part of string in providerStatement
VRACore Element	Date type=publication	
Schema.org Property	Schema:releaseEvent	Use PublicationEvent with datePublished

Element Name	Dates of Capture	
MARC Field	583\$c	
Definition	Date on which the resource was obtained.	
Expected values	Date	
Repeatability	Repeatable	
Obligation	Optional	
MARC Creation/maintenance notes	May be generated from capture tools	
MARC Usage notes	NYARC practice: Use date of first capture if available, preferably just a year. Do not update for subsequent captures. Some institutions may choose not to provide this.	
Mappings	Property/element name	Notes on mapping
DC Property	Date	
MODS Element	<originInfo><dateCaptured>	
BIBFRAME Property	eventDate	Further work will be done on describing events in BIBFRAME, although currently no way to specify what event is.
VRACore Element	date	May use type=other if using restricted schema or use capture if unrestricted
Schema.org Property	schema:releaseEvent	Archived website would be described separately from live website and use PublicationEvent with date

Element Name	Language	
MARC Field	008/35-37 041 546	
Definition	Designation of the language in which the content of the resource is expressed	
Expected values	Controlled vocabulary or string (if note)	
Repeatability	Repeatable	
Obligation	Optional	
MARC Creation/maintenance notes	May be generated from capture tools	
MARC Usage notes	Use MARC language code in 008 and 041. Free text note may be used for further explanation in 546. Primary language (landing language at base URL) should be used in 008 with additional languages in 041 if available. In some cases the browser may redirect the user to a landing page which is not the primary language; in this case use judgment. If page shows multiple flags for different languages, use these. If it can be determined that automatic translation is being done by software do not add additional language.	
Mappings	Property/element name	Notes on mapping
DC Property	Language	
MODS Element	<language><languageTerm authority="iso639-2b" type="code">	
BIBFRAME Property	language languageNote	May use URI with language property; if from repeated languages for different aspects (as in subfields of 041) use structure under Language
VRACore Element	N/A	
Schema.org Property	inLanguage	Uses ISO 639 language codes

Element Name	Abstract	
MARC Field	520 \$a	
Definition	Information that describes the scope and general contents of the materials, including a summary or abstract.	
Expected values	String	
Repeatability	Repeatable	
Obligation	Optional	
MARC Creation/maintenance notes	Extract description from meta name="description" if present; review required.	
MARC Usage notes		
Mappings	Property/element name	Notes on mapping
DC Property	Description (DCQ: abstract)	
MODS Element	<abstract>	
BIBFRAME Property	summary	
VRACore Element	description	May include source of description
Schema.org Property	description	

Element Name	Subject	
MARC Field	600, 610, 611, 630, 648, 650, 651, 653, 043 (coded)	
Definition	Term or phrase representing the topic on which the resource is focused	
Expected values	Controlled vocabulary or string	
Repeatability	Repeatable	
Obligation	Optional	
MARC Creation/maintenance notes	Extract keywords from meta name="keywords" if present and use in field 653 with 2 blank indicator values. Review these for applicability. These may be used as hints for controlled subjects, but each does not have to be included. FAST headings will be generated and can be left in record.	
MARC Usage notes	NYARC practice: For artists' websites always use the artist name in 600 in controlled form. Use LCSH for controlled terms. Use catalogers' judgment and guidance for specific types of resources in adding appropriate subjects. 043 may be used to bring out geographic locations as necessary. Use 043 (Geographic Area Code) to bring out geographic coverage as needed. It is usually associated with geographic facets in 6XXSz and 651.	
Mappings	Property/element name	Notes on mapping
DC Property	Subject	All 6XX go in Subject
MODS Element	<subject><topic> <subject><name> <subject><title> <subject><geographic>	
BIBFRAME Property	subject Authority	Subject is property; uses a direct or indirect link to Authority class and its appropriate subclass (Agent, Place, Temporal, Topic)
VRACore Element	Subject with type and vocab as appropriate	Type indicates personalName, descriptiveTopic, etc.
Schema.org Property	about	Use URI for term as value

Element Name	Electronic Location (URL) of Live Site	
MARC Field	856 40 \$u \$z	
Definition	The URL of the live site that was archived.	
Expected values	URI	
Repeatability	Repeatable	
Obligation	Mandatory	
MARC Creation/maintenance notes	Extract URL from Wayback machine in \$u Default: \$z Live site	
MARC Usage notes	Repeat if the live site changes its URL and content is considered the same.	
Mappings	Property/element name	Notes on mapping
DC Property	Identifier	No way to differentiate live vs archived
MODS Element	<location><url>	Can use displayLabel to differentiate live vs archived
BIBFRAME Property	url	To indicate live vs archived site, use structured value: Identifier with identifierValue (url) and label (live site)
VRACore Element	refid (attribute)	Website might be considered collection or work or image; refid is attribute (need to verify)
Schema.org Property	url	Archived website would be described separately from live website and have separate url for each

Element Name	Electronic Location (URL) of Archived Site	
MARC Field	856 40 \$u \$z	
Definition	The URL of the archived site.	
Expected values	URI	
Repeatability	Repeatable	
Obligation	Mandatory	
MARC Creation/maintenance notes	Extract URL from Wayback machine Default: \$z Archived site	
MARC Usage notes	<p>Repeat if the site changes its URL and multiple seeds are archived.</p> <p>NYARC practice: Link to curated captures on the NYARC calendar page.</p> <p>Institutional policies may differ as to where the link will bring you. In general, if describing a website with multiple captures link to the page that allows you to choose the date of capture (i.e. the “calendar page”). If describing a single capture some institutions may link to the calendar page and others to the archived resource itself. If describing an archived collection, link to the collection page.</p>	
Mappings	Property/element name	Notes on mapping
DC Property	Identifier	No way to differentiate live vs. archived
MODS Element	<location><url>	Can use displayLabel to differentiate live vs. archived
BIBFRAME Property	url	To indicate live vs. archived site, use structured value: Identifier with identifierValue (url) and label (live site)
VRACore Element	refid (attribute)	Website might be considered collection or work or image; refid is attribute (need to verify)
Schema.org Property	url	Archived website would be described separately from live website and have separate url for each

Element Name	Collection Name	
MARC Field	773 0# \$t 830 \$t with \$5 for Web archive collection	
Definition	Name of the collection of which the resource is a part.	
Expected values	String	
Repeatability	Repeatable	
Obligation	Optional	
MARC Creation/maintenance notes	May be generated from capture tools	
MARC Usage notes	NYARC practice: NYARC will not use, as this information could change over time. Other institutions may want to use to associate a web resource with a specific collection. The collection would have a separate description. This is open to local practice and institutions may use 773 \$t or 830 \$t. If multiple institutions archive the same site and it is in different collections repeat the chosen field. Some have used 710 with \$5 when considered local information.	
Mappings	Property/element name	Notes on mapping
DC Property	Relation (DCQ: isPartOf)	
MODS Element	<relatedItem type="host"> <title>	
BIBFRAME Property	partOf	Use URI to collection as value
VRACore Element	relation type="part of"	Use with relid and URI
Schema.org Property	isPartOf	Use with URI. Collection is described separately with schema:CollectionPage

Element Name	Collection URL	
MARC Field	773 0#\$o 856 42 \$u with \$3=archived collection URL	
Definition	URL to the collection of which the resource is a part	
Expected values	URI	
Repeatability	Repeatable	
Obligation	Optional	
MARC Creation/maintenance notes	May be generated by capture tools	
MARC Usage notes	NYARC practice: NYARC will not use. Other institutions may wish to associate with the collection title using one of the options listed above.	
Mappings	Property/element name	Notes on mapping
DC Property	Relation (DCQ: isPartOf)	
MODS Element	<relatedItem type="host"> <location><url>	
BIBFRAME Property	partOf	
VRACore Element	relation type="part of"	
Schema.org Property	Schema:url	Part of collection description (schema:CollectionPage)

Element Name	Rights Statement	
MARC Field	506\$a (Restrictions on access)	
Definition	Information about rights held in relation to the resource.	
Expected values	String	
Repeatability	Repeatable	
Obligation	Optional	
MARC Creation/maintenance notes	Could be taken from a source that manages rights and permissions or defaulted.	
MARC Usage notes	Field 540 is also available if restrictions on use after access is provided. NYARC will use 506.	
Mappings	Property/element name	Notes on mapping
DC Property	Rights	
MODS Element	<accessCondition type="restriction on access">	
BIBFRAME Property	accessCondition under HeldMaterial	
VRACore Element	rights	May use type="copyrighted"
Schema.org Property	schema:publishingPrinciples	Points to rights statement

Element Name	Source of Description	
MARC Field	588\$a	
Definition	Information used for tracking and controlling the metadata.	
Expected values	String	
Repeatability	Repeatable	
Obligation	Optional	
MARC Creation/maintenance notes	NYARC default: Description of the resource based on live site viewed on [month day, year, e.g. March 12, 2013], and archived site; title from home page. Note that if description is ONLY for live site do not include “and archived site”.	
MARC Usage notes	Use for specifying the date the resource was viewed and where in the resource the information is from, which is important for web resources because of their changeability. This information has been used in 500 notes, but is more specific.	
Mappings	Property/element name	Notes on mapping
DC Property	N/A	
MODS Element	<note>	Can use a type attribute, which is uncontrolled
BIBFRAME Property	note	
VRACore Element	description	
Schema.org Property	schema:description	

Element Name	Preservation Actions	
MARC Field	583	
Definition	Information about actions performed on the resource for preservation purposes.	
Expected values	Container (see below)	
Repeatability	Repeatable	
Obligation	Optional	
MARC Creation/maintenance notes	See below specific data elements	
MARC Usage notes		
Mappings	Property/element name	Notes on mapping
DC Property	provenance	A general textual note not parsed into action, dates, etc.
MODS Element	<note type="action">	A general textual note not parsed into action, dates, etc.
BIBFRAME Property	N/A	
VRACore Element	N/A	
Schema.org Property	schema:description	Attached to PublicationEvent associated with archived site

Element Name	Action	
MARC Field	583\$a	
Definition	Information about preservation activities taken on the resource	
Expected values	Controlled vocabulary	
Repeatability	Not repeatable	
Obligation	Mandatory (if using container)	
MARC Creation/maintenance notes	Default: capture	
MARC Usage notes	Controlled terminology is generally used and the source recorded in \$2. Recommendation is to use a term from PREMIS event type vocabulary (http://id.loc.gov/vocabulary/preservation/eventType), where “capture” is a term. This controlled vocabulary may be indicated with \$2=pet (Preservation event types)	
Mappings	Property/element name	Notes on mapping
DC Property	N/A	
MODS Element	<note type=”action”>	
BIBFRAME Property	N/A	Would use an external ontology, perhaps PREMIS.
VRACore Element	N/A	
Schema.org Property	rdf:type with URI class	Attached to PublicationEvent associated with archived site

Element Name	Responsible Agent (Jurisdiction)	
MARC Field	583\$h	
Definition	Name of a person or institution in whom responsibility for an action is vested.	
Expected values	String	
Repeatability	Repeatable	
Obligation	Optional	
MARC Creation/maintenance notes	NYARC default: New York Art Resources Consortium	
MARC Usage notes	Other institutions may use the name of the institution under whose auspices the resource was archived. The MARC organization code may be in \$5.	
Mappings	Property/element name	Notes on mapping
DC Property	N/A	
MODS Element	N/A	
BIBFRAME Property	N/A	
VRACore Element	N/A	
Schema.org Property	schema:organizer	Attached to PublicationEvent associated with archived site

Element Name	Institution code	
MARC Field	583\$5	
Definition	Institution to which the field applies	
Expected values	Controlled vocabulary	
Repeatability	Not repeatable	
Obligation	Optional	
MARC Creation/maintenance notes	NYARC default: NyNyARC	
MARC Usage notes	This is the MARC organization code for the institution that took the action.	
Mappings	Property/element name	Notes on mapping
DC Property	N/A	
MODS Element	N/A	
BIBFRAME Property	N/A	
VRACore Element	N/A	
Schema.org Property	N/A	

Part 3: Notes on MARC Record Coding

Specific requirements for fixed field coding and required RDA elements are given here. In some cases information may be repeated in other MARC elements. Some of these may be defaults in the OCLC template.

Leader/06=a (OCLC: Type) (M)

Ldr/07=i (OCLC: BLvl) (M)

Note that some resources may be considered monographs and coded as “m” if in a static form, e.g. PDF

Ldr/17 (OCLC: ELvl) (M) Institutional policy. NYARC will use “K”

Ldr/18=i (OCLC: Desc) with 040\$e=rda

006/00=m (Computer file); 006/06=o (Online) (OCLC: Form); 006/09=d (Document) (OCLC: File)

007/00=c; 007/01=r (OCLC:\$b); 007/03=c (Multicolored) OR u (Unknown) (OCLC:\$d)

007/04=n (Dimensions: unknown) (OCLC: \$e)

008/06 (OCLC: DtSt)=c If BLvl is “m”, use “s”

008/07-10 (OCLC: Dates): use u for missing digits as appropriate, e.g. 201u; 008/11-14=9999

008/15-17 (Ctry): use appropriate code if there is a place in 264\$a; use xx if no 264

008/18=| 008/19=| (no attempt to code)

008/21=w (Type of continuing resource: updating website) (OCLC: SrTp)

008/23=o (OCLC:Form)

008/34=2 (Entry convention; Integrated) (OCLC: S/L)

008/35-37 See above under Language

042 (Authentication code)=dc (only if original record is in Archive-It; not applicable for NYARC)

583 ## \$a capture †c [date captured] †h New York Art Resources Consortium †5 NyNyARC \$2 pet

See above about NYARC practice for date captured; some institutions will not use.

Other elements (not detailed here):

Classification number if desired (050 if LC) (NYARC will not add)

General notes (500) may be included on a case by case basis.

Uniform title (240) may be assigned if required by cataloging rules.

Preceding and Succeeding entry (780, 785) may be added if desired if website changes substantially and a new record is created. (NYARC will not add)

Former title (247) may be used when the title of a website changes but the content isn't substantially changed.

Part 4: Sample records

4.1. Artist website

OCLC 904339764
Rec stat n Entered 20150304 Replaced 20150304
Type a ELvl K Srce d GPub Ctrl Lang eng
BLvl i Form o Conf 0 Freq| MRec Ctry xx
S/L 2 Orig EntW Regl | Alph
Desc i SrTp w Cont DtSt c Dates 201u 9999
006 m o d
007 c \$b r \$d c \$e n
040 BRZ \$b eng \$e rda \$c BRZ
050 4 N6537.B522
100 1 Biggers, Sanford, \$e artist.
245 1 0 Sanford Biggers.
300 1 online resource : \$b color illustrations
336 text \$b txt \$2 rdacontent
336 still image \$b sti \$2 rdacontent
337 computer \$b c \$2 rdamedia
338 online resource \$b cr \$2 rdacarrier
583 capture \$c 2014 \$h New York Art Resources Consortium \$5 NyNyARC \$2 pet
588 Description of the resource based on live site viewed on March 4, 2015, and archived site; title from home page.
600 1 0 Biggers, Sanford.
655 7 Web sites. \$2 aat
856 4 0 \$u <http://www.sanfordbiggers.com/> \$z Live site
856 4 0 \$u https://wayback.archive-it.org/org-484/*/http://www.sanfordbiggers.com/ \$z Archived site

4.2. Restitution of Lost or Looted Art

OCLC 904558401

Rec stat n Entered 20150309 Replaced 20150309
Type a ELvl K Srce d GPub Ctrl Lang eng
BLvl i Form o Conf 0 Freq | MRec Ctry xx
S/L 2 Orig EntW Regl | Alph
Desc i SrTp w Cont DtSt c Dates 20uu , 9999

006 m o d

007 c #b r #d u #e n

040 FXM #b eng #e rda #c FXM

110 2 Art Loss Register.

245 1 4 The Art Loss Register.

300 1 online resource : #b color illustrations

336 text #b txt #2 rdacontent

336 still image #b sti #2 rdacontent

337 computer #b c #2 rdamedia

338 online resource #b cr #2 rdacarrier

583 capture #c 2014 #h New York Art Resources Consortium #5 NyNyARC \$2 pet

588 Description of the resource based on live site viewed on March 9, 2015, and archived site; title from home page.

520 The ALR is the world's largest private database of lost and stolen art, antiques and collectibles. Its range of services includes item registration, search and recovery services to collectors, the art trade, insurers and worldwide law enforcement agencies. Users may request a search of the Art Loss Register's database to discover whether an item has been registered as missing, fake or stolen. They may also report the theft or loss of an artwork or valuable item to the Art Loss Register for registration on the database.

506 1 Registration required.

650 0 Art thefts.

650 0 Art #x Expertising.

655 7 Web sites. #2 aat

856 4 0 #u <http://www.artloss.com/en> #z Live site

856 4 0 #u https://wayback.archive-it.org/org-484/*/http://www.artloss.com/ #z Archived site

4.3 Art Dealer website

OCLC 904620740

Rec stat c Entered 20150310 Replaced 20150310
Type a ELvl K Srce d GPub Ctrl Lang eng
BLvl i Form o Conf 0 Freq | MRec Ctry enk
S/L 2 Orig EntW Regl | Alph
Desc i SrTp w Cont DtSt c Dates 200u , 9999

006 m o d

007 c #b r #d c #e n

040 FXM #b eng #e rda #c FXM #d FXM

043 e-uk-en

110 2 Stephen Ongpin Fine Art.

245 1 0 Stephen Ongpin Fine Art : #b dealers and agents in master drawings.

264 1 [London] : #b Stephen Ongpin Fine Art, #c [200-?]

300 1 online resource : #b color illustrations

336 text #b txt #2 rdacontent

336 still image #b sti #2 rdacontent

337 computer #b c #2 rdamedia

338 online resource #b cr #2 rdacarrier

520 Stephen Ongpin Fine Art is based in St. James's in London and specializes in master drawings, watercolors and oil sketches dating from the 16th through the 20th centuries.

Stephen Ongpin Fine Art issues two or three catalogs of drawings a year, and mounts three annual gallery exhibitions, one in New York and two in its London gallery.

583 capture #c 2014 #h New York Art Resources Consortium #5 NyNyARC \$2 pet

588 Description of the resource based on live site viewed on March 10, 2015, and archived site; title from home page.

610 2 0 Stephen Ongpin Fine Art.

650 0 Art dealers #z England #z London.

650 0 Drawing, European.

655 7 Web sites. #2 aat

856 4 0 #u <http://www.stephenongpin.com/> #z Live site

856 4 0 #u https://wayback.archive-it.org/org-484/*/http://www.stephenongpin.com/ #z Archived site

Changes in this revision (minor revisions)

June 29, 2015

588 note changed to:

Description of the resource based on current site viewed on March 10, 2015, and archived site; title from home page.

583 \$2 added for new source code *pet* (Preservation event types)

January 26, 2016

856 \$z text made consistent in examples to read *Live site*

588 note changed to:

Description of the resource based on *live* site viewed on March 10, 2015, and archived site; title from home page.