




## Librarian Interface: building collections, adding metadata



Course material prepared by

Greenstone Digital Library Project  
University of Waikato, New Zealand  
and  
National Centre for Science Information,  
Indian Institute of Science, Bangalore

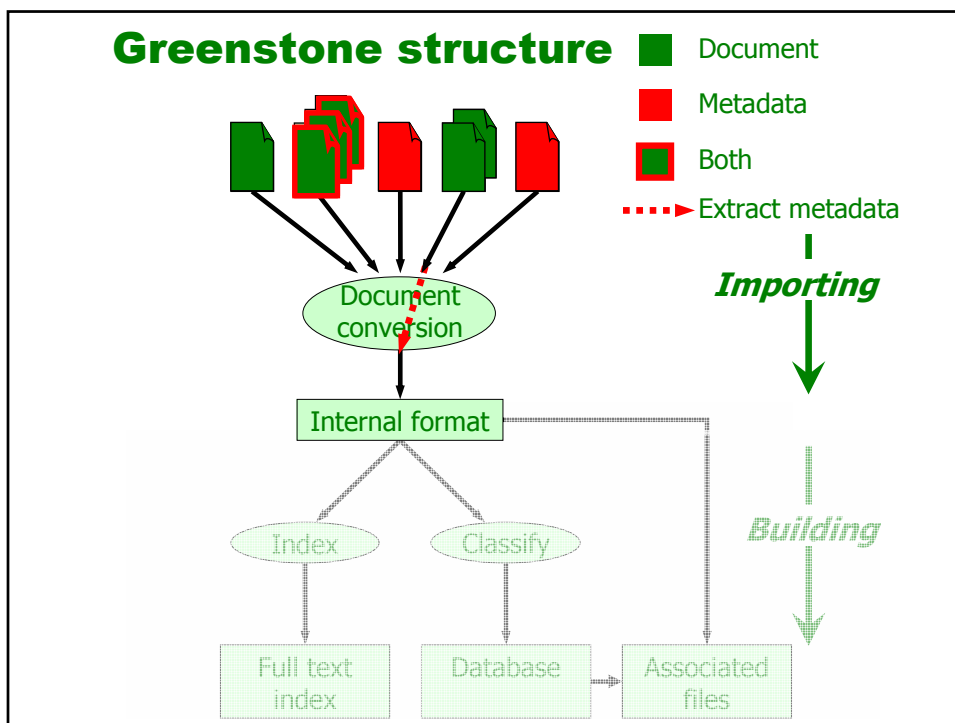


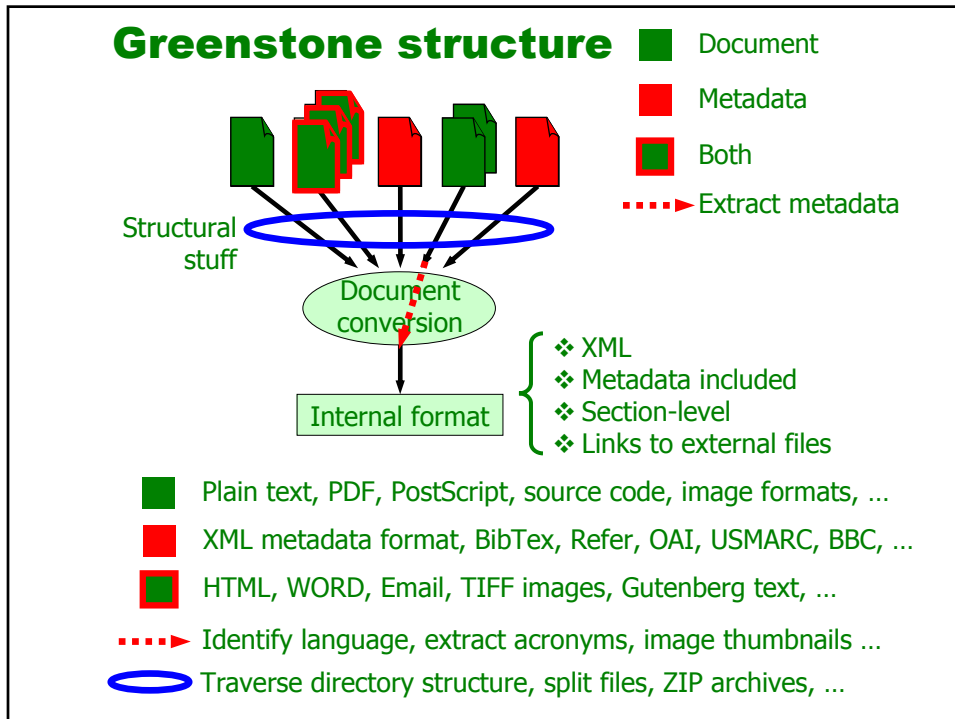
## Agenda

- ❖ Overview of collection building
- ❖ Collection building in GLI (+ demo)
- ❖ Metadata sets
  - Dublin Core (dc)
  - Development Library Subset (dls)
  - Extracted (ex)
- ❖ Adding metadata in GLI (+demo)
- ❖ GLI tricks
  - General Preferences
  - File filtering
  - Viewing files inside GLI
  - Creating a shortcut

## Collection building process

- ❖ Input: Set of documents + metadata
  - Various formats, e.g. Word, PDF, HTML, images...
- ❖ Import: Conversion to common internal (XML) format
  - Uses third party tools
- ❖ Build: Create indexes, browsing structures, metadata database
- ❖ Output: Greenstone collection



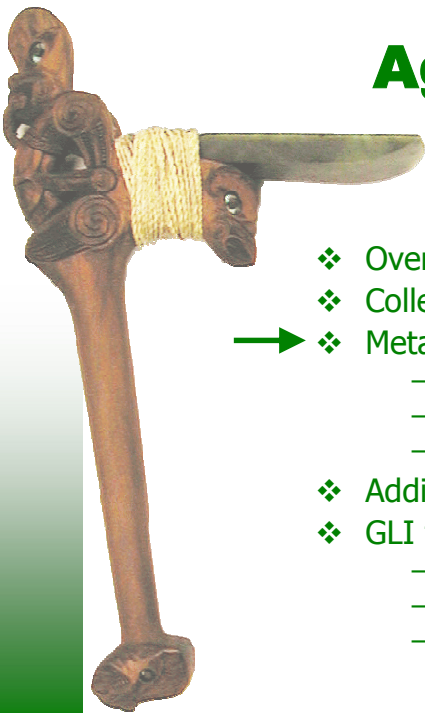


## Collection building in GLI

- ❖ Start a new collection
  - File -> New
- ❖ Gather some documents
- ❖ Enrich with metadata
- ❖ Design (configure) the collection
- ❖ Create (build) the collection

## **Greenstone Librarian Interface demo: building a simple collection**

### **Agenda**

- 
- ❖ Overview of collection building
  - ❖ Collection building in GLI (+ demo)
  - ❖ Metadata sets
    - Dublin Core (dc)
    - Development Library Subset (dls)
    - Extracted (ex)
  - ❖ Adding metadata in GLI (+demo)
  - ❖ GLI tricks
    - General Preferences
    - File filtering
    - Viewing files inside GLI

# Metadata Sets

- ❖ Standard metadata sets
  - Librarian added
  - Good quality, but high cost
  - Many types
    - ❖ Dublin Core (dc)
    - ❖ Development Library Subset (dls)
    - ❖ New Zealand Government Locator Service (nzgls)
- ❖ Greenstone extracted metadata (ex)
  - Automatically extracted
  - Non-editable
  - May be poor quality, but cheap

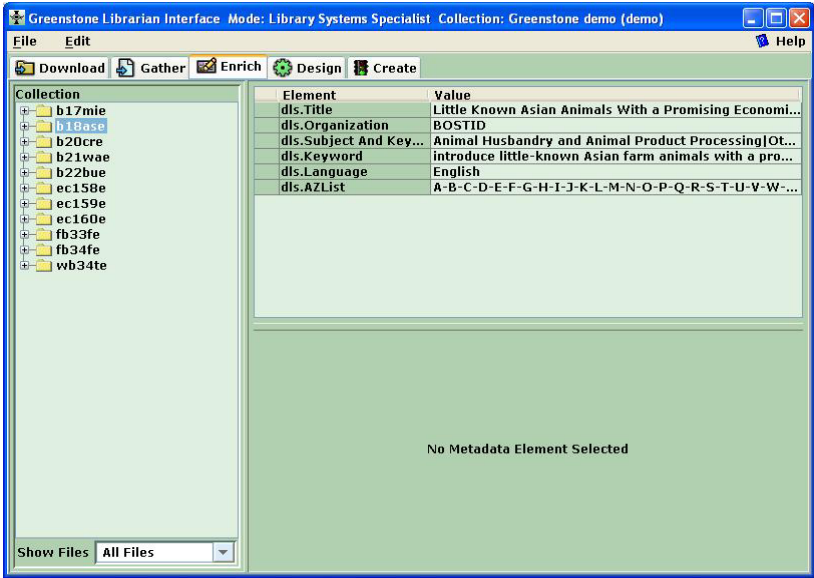
# Dublin Core metadata

Metadata	Tag	Definition
<b>Title</b>	dc.Title	Name given to the resource
<b>Creator</b>	dc.Creator	Entity primarily responsible for making the content of the resource
<b>Subject and keywords</b>	dc.Subject	Topic of the content of the resource
<b>Description</b>	dc.Description	Account of the content of the resource
<b>Publisher</b>	dc.Publisher	Entity responsible for making the resource available
<b>Contributor</b>	dc.Contributor	Entity responsible for making contributions to the content of the resource
<b>Date</b>	dc.Date	Date associated with an event in the life cycle of the resource
<b>Resource type</b>	dc.Type	Nature or genre of the content of the resource
<b>Format</b>	dc.Format	Physical or digital manifestation of the resource
<b>Resource identifier</b>	dc.Identifier	Unambiguous reference to the resource within a given context: this is the object identifier or OID
<b>Source</b>	dc.Source	Reference to a resource from which the present resource is derived
<b>Language</b>	dc.Language	Language of the intellectual content of the resource
<b>Relation</b>	dc.Relation	Reference to a related resource
<b>Coverage</b>	dc.Coverage	Extent or scope of the content of the resource
<b>Rights management</b>	dc.Rights	Information about rights held in and over the resource

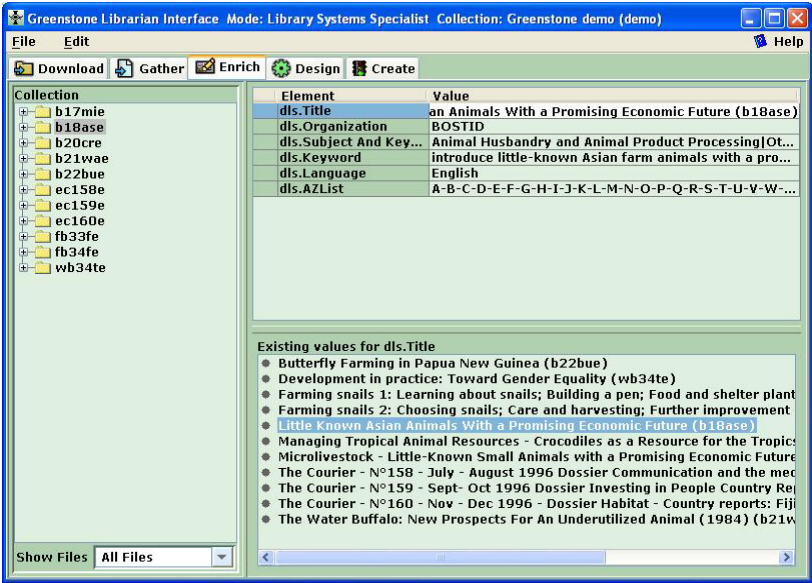
# DLS metadata

Metadata	Definition
dls.Title	Title
dls.Keyword	Keyword (originally "How To")
dls.Organization	Organization that produced the document
dls.Language	Language of the document
dls.Subject and Keywords	Hierarchical subject metadata
dls.AZList	A-Z range into which this document's title falls

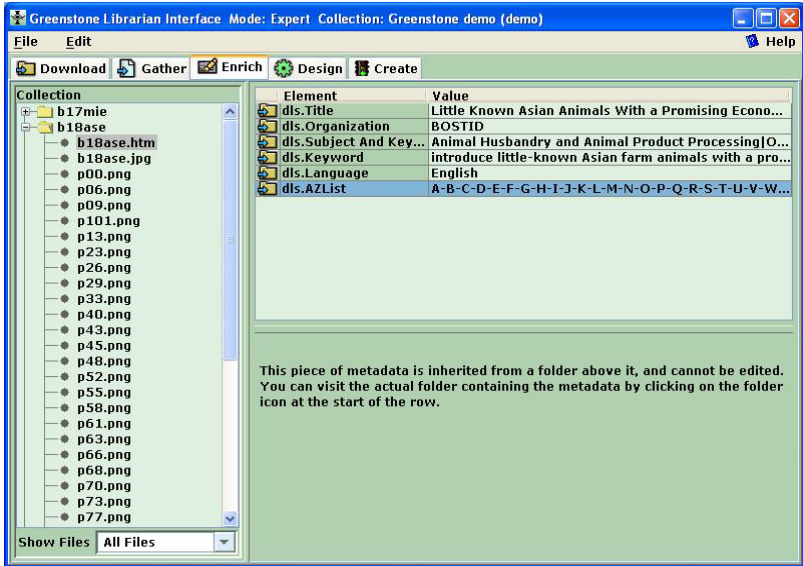
# Example of DLS metadata



# Example of DLS metadata



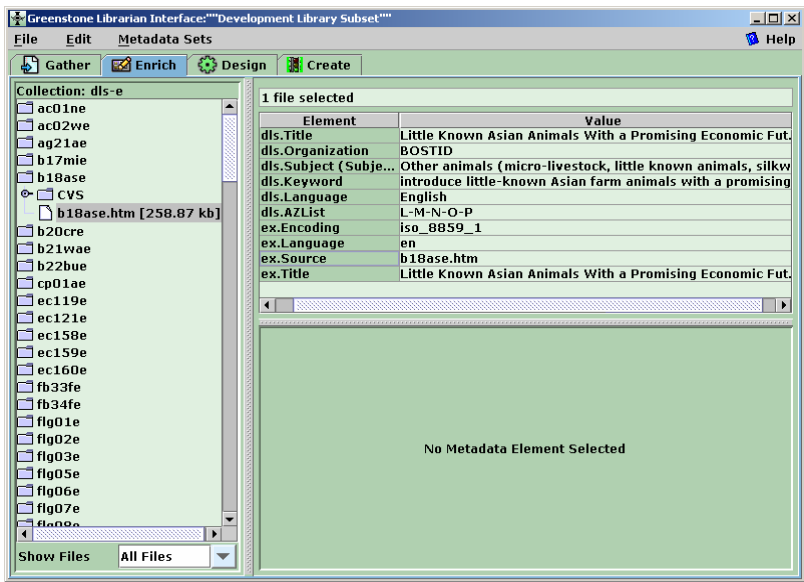
# Example of DLS metadata



# Extracted metadata

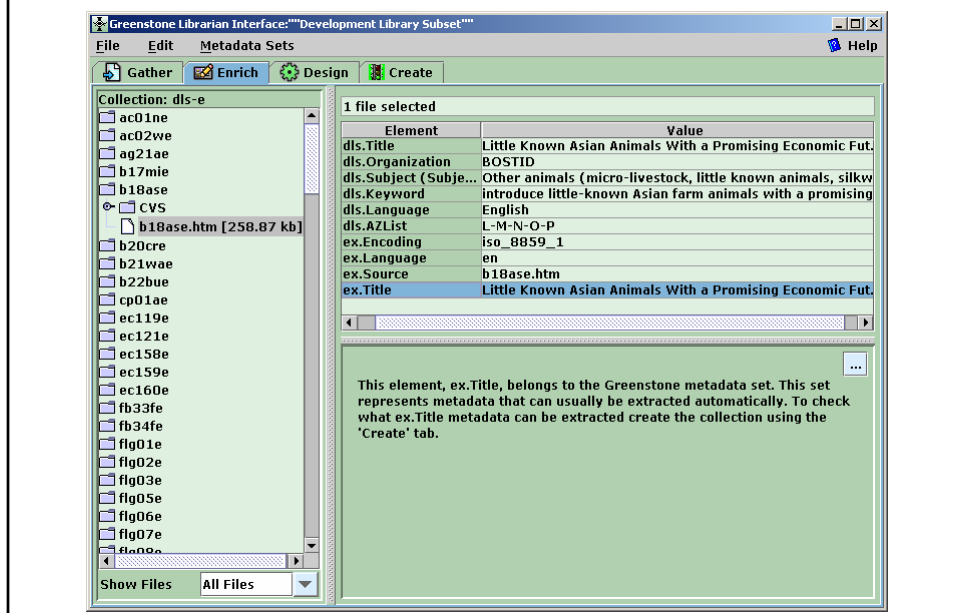
Metadata	Definition
ex.Title	Title extracted from HTML, Word, PDF
ex.Source	Name of source file, e.g. Apache.html
ex.Language	Language of document, e.g. en, sp, fr
ex.Encoding	Encoding of document, e.g. iso_8859_1
...	...
ex.Acronym	Acronyms that appear in the document
...	...

# Example of extracted metadata





## Example of extracted metadata



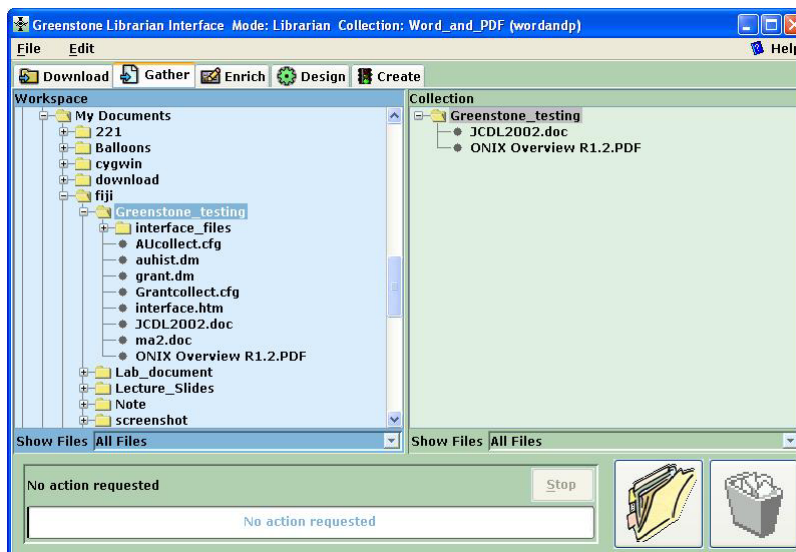
## Agenda

- ❖ Overview of collection building
- ❖ Collection building in GLI (+ demo)
- ❖ Metadata sets
  - Dublin Core (dc)
  - Development Library Subset (dls)
  - Extracted (ex)
- ➔ ❖ Adding metadata in GLI (+demo)
- ❖ GLI tricks
  - General Preferences
  - File filtering
  - Viewing files inside GLI

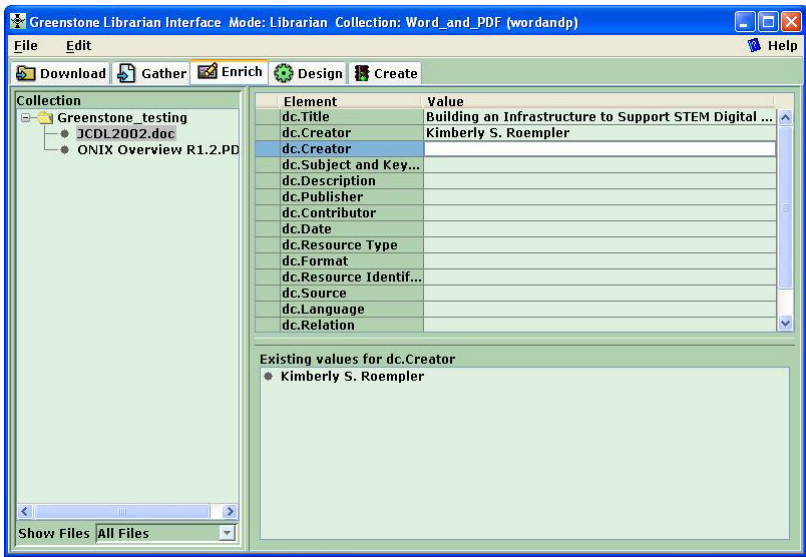
## GLI: Adding metadata

- ❖ Enrich pane
- ❖ Folder level or document level
- ❖ Specified metadata set
- ❖ Can view extracted metadata but not edit

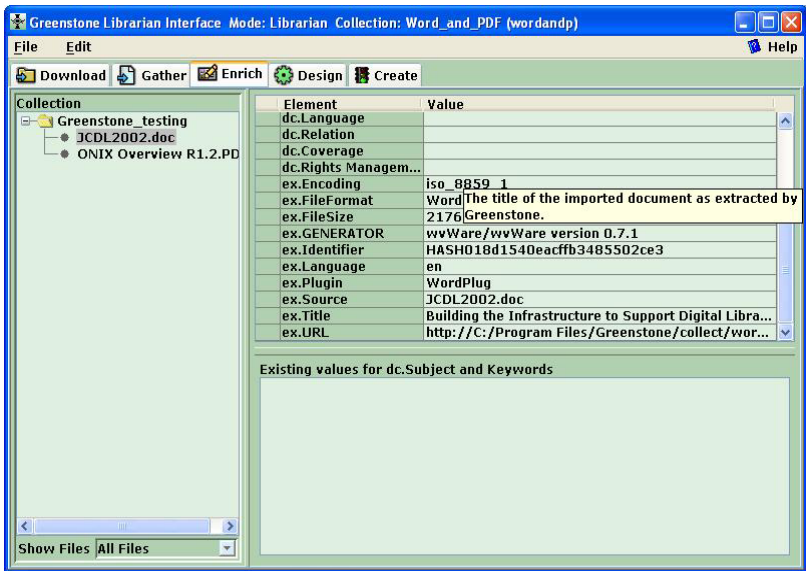
## GLI: adding metadata



# GLI: adding metadata



# Extracted Metadata



## **Greenstone Librarian Interface demo: adding metadata**

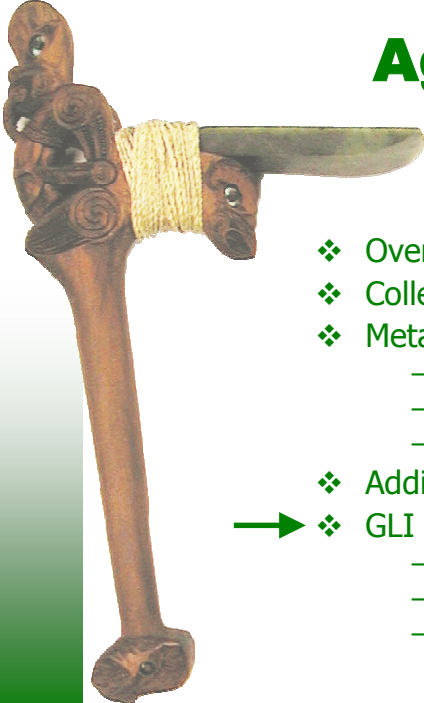
### **Metadata Entry Shortcuts**

#### ❖Keyboard commands:

- Up/down arrows: move to previous/next metadata element
- Enter key: create a new row for the selected metadata element
- Tab key: auto-complete the value selected in the value tree

#### ❖Mouse commands:

- Table double-click: open a bigger editor
- Tree double-click: assign this value

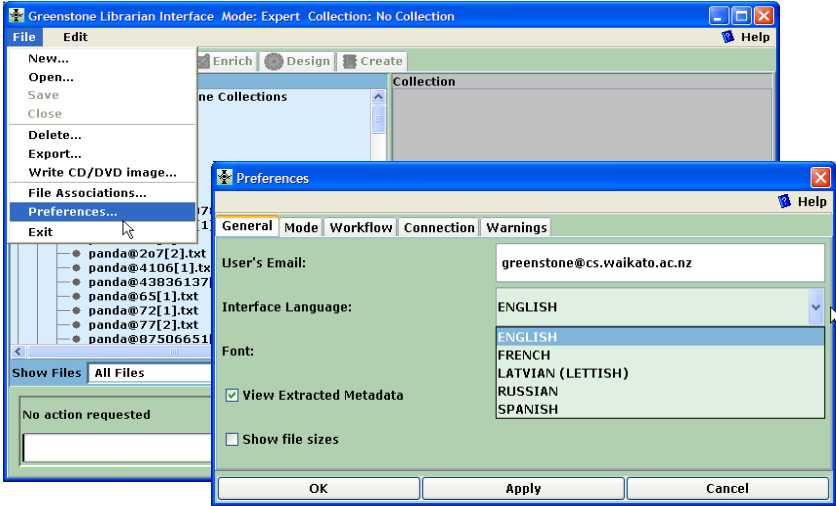


# Agenda

- ❖ Overview of collection building
- ❖ Collection building in GLI (+ demo)
- ❖ Metadata sets
  - Dublin Core (dc)
  - Development Library Subset (dls)
  - Extracted (ex)
- ❖ Adding metadata in GLI (+demo)
- ➔ ❖ GLI tricks
  - General Preferences
  - File filtering
  - Viewing files inside GLI

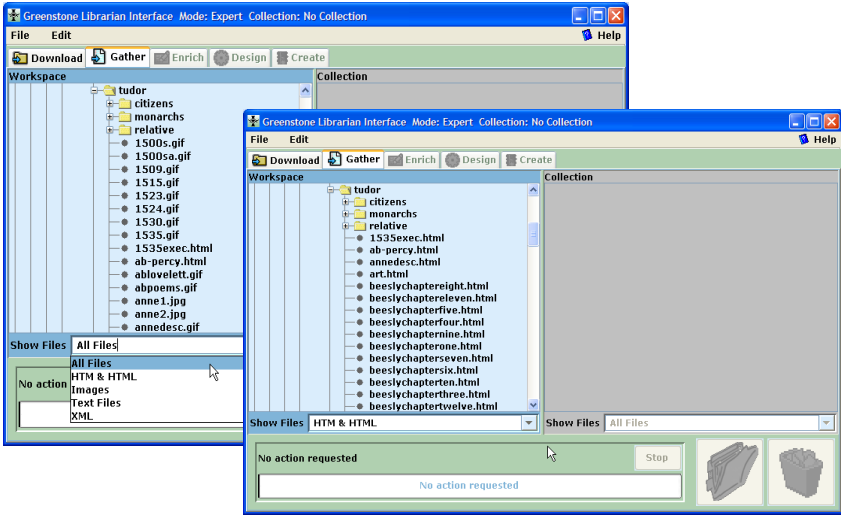
# GLI Tricks

## ❖ General Preferences



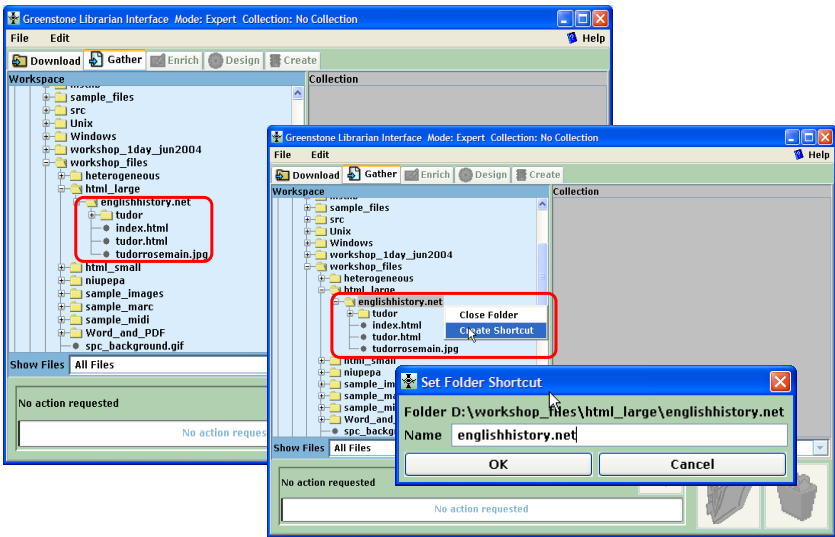
# GLI Tricks

## ❖File Filtering

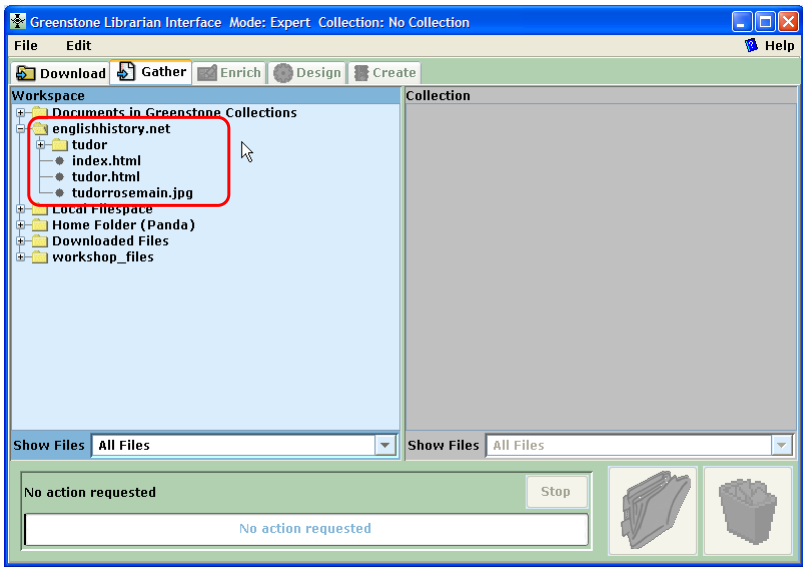


# GLI Tricks

## ❖Create file folder shortcut

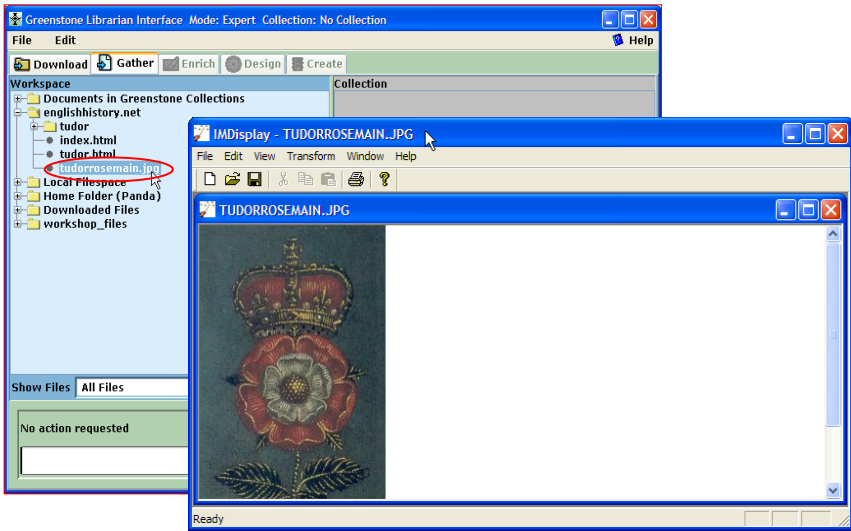


# GLI Tricks



# GLI Tricks

## ❖ Viewing files: Double-clicking



**Questions?  
Comments?  
Discussion?  
Feedback form!**