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# Metadata For Digital Collections (How-to-Do-It Manual) (How-To-Do-It Manual Series (for Librarians))



## Synopsis

More and more libraries, archives, and museums are creating online collections of digitized resources. Where can those charged with organizing these new collections turn for guidance on the actual practice of metadata design and creation? To *Metadata for Digital Collections: A How-To-Do-It Manual for Libraries, Archives, and Museums*. This practical, hands-on volume will make it easy for readers to acquire the knowledge and skills they need, whether they use the book on the job or in a classroom.. Author Steven Miller introduces readers to fundamental concepts and practices in a style accessible to beginners and LIS students, as well as experienced practitioners with little metadata training. He also takes account of the widespread use of digital collection management systems such as CONTENTdm. Rather than surveying a large number of metadata schemes, Miller covers only three of the schemes most commonly used in general digital resource description, namely, Dublin Core, MODS, and VRA. By limiting himself, Miller is able to address the chosen schemes in greater depth. He is also able to include numerous practical examples that clarify common application issues and challenges. He provides practical guidance on applying each of the Dublin Core elements, taking special care to clarify those most commonly misunderstood. The book includes a step-by-step guide on how to design and document a metadata scheme for local institutional needs and for specific digital collection projects. The text also serves well as an introduction to broader metadata topics, including XML encoding, mapping between different schemes, metadata interoperability and record sharing, OAI harvesting, and the emerging environment of Linked Data and the Semantic Web, explaining their relevance to current practitioners and students. A companion Web site includes exercises for each chapter, with suggestions for instructors, along with additional practical and reference resources.

## Book Information

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## Customer Reviews

This text book comes very close to a how to manual for metadata. It takes you through each type and shows how to craft the metadata needed for multiple objects. Its easy to understand and doesn't flood you with unnecessary information. The book could be a little more concise, but that would take away from the flow of the text.

I've read this textbook cover to cover. It is well written and easy to understand. I'm in Steven Miller's course at UW-Milwaukee and he has a way of explaining the content that makes it less intimidating and more accessible. If you want to understand Dublin Core, MODS, VRA, etc. this is the text to get.

Mr. Miller's text is very accessible for someone new to the land of metadata. It explains things in a manner that is clear and provides good examples for those visual learners. The publisher also has a companion text freely offered on line which provides questions and exercises to help one practice what they have learned. I will definitely be keeping this text for a reference book after the course is finished.

As a metadata librarian, I recommend this book as the manual for classes on metadata in libraries. Excellent layout, organization, examples, and pacing. This is tremendously well done, highly readable, and makes even the fuzzier points of metadata easier to understand. It also helps explain some points non-catalogers may want to understand, like carrier vs. format. The book is filled with screen captures so you can see what he's talking about. For clarity, informativeness and gently leading the reader without overwhelming them with data, this really earns five stars from me.

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