

ILM1920: Archives: Collection Development and Description

[View Online](#)

Abraham, Terry. 1991. 'Collection Policy or Documentation Strategy: Theory and Practice'. American Archivist 54 (Winter).

<http://americanarchivist.org/doi/pdf/10.17723/aarc.54.1.v2323483077xr227>.

———. 1995. 'Documentary Strategies: A Decade (or More) Later'. 1995.

<http://webpages.uidaho.edu/special-collections/papers/docstr10.htm>.

Abraham, Terry. 1995. Documentation Strategies: A Decade (or More) Later.

<https://www.lib.uidaho.edu/special-collections/t-abraham/docstr10.htm>.

Alexander, Martha Latika and Gautam, J.N. 2004. Interoperability and Open Archives Initiative Protocol for Metadata Harvesting (OAI-PMH).

http://ir.inflibnet.ac.in/bitstream/1944/352/1/04cali_44.pdf.

Anarchivist. 14AD. 'My Journey With Encoded Archival Description'.

<https://www.youtube.com/watch?v=IbRjil4yeDU>.

Anchor, Rachel. 2013. "'More Product Less Process": Method, Madness or Practice?' Archives & Records 34 (2).

<http://www.tandfonline.com/doi/pdf/10.1080/23257962.2013.818937>.

'ArchivalSoftware'. n.d. <http://archivalsoftware.pbworks.com/w/page/13600254/FrontPage>.

Archives and Records Association. n.d. 'Guide to Standards'.

<http://www.archives.org.uk/si-dsg/guide-to-standards.html>.

Archives and Records Council Wales. 2005. 'Archives Network Wales Project Evaluation: Results of a User Survey , July-August 2005'. <http://anwc.llgc.org.uk/pdfs/onlineuser.pdf>.

Archives Task Force. 2004. 'Listening to the Past, Speaking to the Future: Report of the Archives Task Force'.

http://webarchive.nationalarchives.gov.uk/20111013135435/http://research.mla.gov.uk/evidence/documents/atf_report_pdf_5479.pdf.

Arts Council England. n.d. 'Acceptance in Lieu'.

<https://www.artscouncil.org.uk/tax-incentives/acceptance-lieu>.

———. n.d. 'Export Licensing'.

<http://www.artscouncil.org.uk/what-we-do/supporting-museums/cultural-property/export-co>

ntrols/export-licensing/.

———. n.d. 'Reviewing Committee'.

<https://www.artscouncil.org.uk/supporting-collections-and-cultural-property/reviewing-committee>.

Australian Society of Archivists. Committee on Descriptive Standards. 2005. *Describing Archives in Context: A Guide to Australian Practice*. [S.l.]: Australian Society of Archivists, Committee on Descriptive Standards.

Baerlett, N. 2001. 'Appraising University Records: A Retrospective Analysis'.

<http://www-personal.umich.edu/~deromedi/module/nbdisc.htm>.

Bailey, C. 1997. 'From Top down: The Practice of Macro-Appraisal'. *Archivaria* 43 (Spring).

<http://journals.sfu.ca/archivar/index.php/archivaria/article/view/12177/13188>.

Ballegoie, Marlene van, and Wendy Duff. 2006. 'Digital Curation Manual: Instalment on Archival Metadata'.

<http://www.dcc.ac.uk/sites/default/files/documents/resource/curation-manual/chapters/archival-metadata/archival-metadata.pdf>.

Barry, Laura, and Lucy A. Tedd. 2008. 'Local Studies Collections Online: An Investigation in Irish Public Libraries'. *Program* 42 (2).

<http://www.emeraldinsight.com/doi/pdfplus/10.1108/00330330810867710>.

Bearman, D. and Lytle, R. 1985. 'The Power and Principle of Provenance'. *Archivaria* 21.

<http://journals.sfu.ca/archivar/index.php/archivaria/article/view/11231/12170>.

Bearman, David, and R. Lytle. 1985. 'The Power and Principle of Provenance'. *Archivaria* 21.

<http://journals.sfu.ca/archivar/index.php/archivaria/article/view/11231/12170>.

Beattie, Heather. 2009. 'Where Narratives Meet: Archival Description, Provenance, and Women's Diaries'. *Libraries and the Cultural Record* 44 (1).

http://muse.jhu.edu/journals/libraries_and_culture/v044/44.1.beattie.html.

Benedict, K. 1984. 'Invitation to a Bonfire: Reappraisal and de-Accessioning of Records as Collection Management Tools in an Archives – A Reply to Leonard Rapport'. *American Archivist* 47 (Winter). <http://www.jstor.org/stable/40292635>.

Blue Ribbon Task Force. 2010a. 'Sustainable Economies for a Digital Planet: Ensuring Long-Term Access to Digital Information'.

<https://discovery.ucl.ac.uk/id/eprint/19116/1/19116.pdf>.

Boles, F. 1982. 'Disrespecting Original Order'. *American Archivist* 45 (1).

<http://www.jstor.org/stable/40292457>.

———. 1985. 'Exploring the Black Box: The Appraisal of University Administrative Records'. *American Archivist* 48 (2). <http://www.jstor.org/stable/40292740>.

———. 1987. 'Mix Two Parts Interest to One Part Information and Appraise until Done: Understanding Contemporary Record Selection Processes'. *American Archivist* 50

(Summer). <http://www.jstor.org/stable/40293134>.

Boles, F. and Greene, M.A. 1996. 'Et Tu Schellenberg? Thoughts on the Dagger of American Appraisal Theory'. *American Archivist* 59 (Summer). <http://www.jstor.org/stable/40293988>.

Boles, Frank, and Julia Marks Young. 1991. *Archival Appraisal*. New York: Neal-Schuman Publishers.

Booms, Hans. 1987. 'Society and the Formation of a Documentary Heritage: Issues in the Appraisal of Archival Sources'. *Archivaria* 24.
<http://journals.sfu.ca/archivar/index.php/archivaria/article/view/11415/12357>.

Bouché, Nicole. 1997. 'Implementing EAD in the Yale University Library'. *American Archivist* 60. <http://www.jstor.org/stable/40294057>.

Brichford, Maynard J. and Society of American Archivists. 1977. *Archives and Manuscripts: Appraisal and Accessioning*. Vol. Basic manual series. Chicago: Society of Archivists.

Brothman, Brien. 1991. 'Orders of Value: Probing the Theoretical Terms of Archival Practice'. *Archivaria* 32.
<http://journals.sfu.ca/archivar/index.php/archivaria/article/view/11761/12711>.

Brown, Adrian. 2007. 'Developing Practical Approaches to Active Preservation'. *International Journal of Digital Curation* 2 (1): 3–11. <https://doi.org/10.2218/ijdc.v2i1.10>.

———. 2013. *Practical Digital Preservation: A How-to Guide for Organizations of Any Size*. Electronic resource. London: Facet Publishing.
<http://www.vlebooks.com/vleweb/product/openreader?id=AberystUni&isbn=9781856049627>.

Brown, R. 1995. 'Macro-Appraisal Theory and the Context of the Public Records Creator'. *Archivaria* 40.
<http://journals.sfu.ca/archivar/index.php/archivaria/article/view/12102/13094>.

Bu

low, Anna, Jess Ahmon, Ross Spencer, and National Archives (Great Britain). 2011. *Preparing Collections for Digitization*. London: Facet, in association with the National Archives. <http://www.vlebooks.com/Vleweb/Product/Index/183183?page=0>.

Bunn, Jennifer. 2013. 'Developing Descriptive Standards: A Renewed Call to Action'. *Archives and Records*.
<http://www.tandfonline.com/doi/pdf/10.1080/23257962.2013.830066>.

Caswell, Michelle. 2012. 'Using Classification to Convict the Khmer Rouge'. *Journal of Documentation* 68 (2): 162–84. <https://doi.org/10.1108/00220411211209177>.

CDL Digital Special Collections. 2009a. 'Collection Management and Creation Strategies for UC Special Collections and Archives'.
http://www.cdlib.org/services/access_publishing/dsc/tools/docs/cdams_summary_report.pdf

Chan, L and Zeng, M. 2006. 'Metadata Interoperability and Standardization: A Study of Methodology Part 1: Achieving Interoperability at Schema Level'. D-Lib Magazine 12 (6). <http://www.dlib.org/dlib/june06/chan/06chan.html>.

Clanchy, M. T. 2013. *From Memory to Written Record: England 1066-1307*. Electronic resource. 3rd ed. Oxford: Wiley-Blackwell.
<http://www.vlebooks.com/vleweb/product/openreader?id=AberystUni&isbn=9781118295991>.

Committee of Inquiry into the Changing Learner Experience. 2009. 'Higher Education in a Web 2.0 World'. <http://www.jisc.ac.uk/media/documents/publications/heweb20rptv1.pdf>.

Consultative Committee for Space Data System Practices. 2012. 'Reference Model for an Open Archival Information System (OAIS)'. <https://public.ccsds.org/pubs/650x0m2.pdf>.

Cook, Terry. 1993. 'The Concept of the Archival Fonds in the Post-Custodial Era: Theory, Problems and Solutions'. *Archivaria* 35.
<http://journals.sfu.ca/archivar/index.php/archivaria/article/view/11882/12835>.

———. 1997. 'What Is Past Is Prologue: A History of Archival Ideas since 1898 and the Future Paradigm Shift'. *Archivaria* 43 (Spring).
<http://www.mybestdocs.com/cookt-pastprologue-ar43fnl.htm>.

Cook, Terry. 1997. 'What Is Past Is Prologue: A History of Archival Ideas since 1898 and the Future Paradigm Shift'. *Archivaria* 43 (Spring).
<http://www.mybestdocs.com/cookt-pastprologue-ar43fnl.htm>.

———. 2000. 'Appraisal Methodology: Macro Appraisal and Functional Analysis. Part A: Concept and Theory'.
<http://www.bac-lac.gc.ca/eng/services/government-information-resources/disposition/Documents/MacroappraisalPartA.pdf>.

Cook, Terry. 2000. 'Archival Science and Postmodernism: New Formulations for Old Concepts'. *Archival Science* 1 (1).
<https://link.springer.com/content/pdf/10.1007%2F02435636.pdf>.

Cook, Terry. 2001. 'Fashionable Nonsense or Professional Rebirth: Postmodernism and the Practice of Archives'. *Archivaria* 51 (Spring).
<http://journals.sfu.ca/archivar/index.php/archivaria/article/view/12792/13989>.

———. 2004a. 'Macro-Appraisal and Functional Analysis: Documenting Governance Rather than Government'. *Journal of the Society of Archivists* 25.
<http://www.tandfonline.com/doi/pdf/10.1080/0037981042000199106>.

———. 2005. 'Macroappraisal in Theory and Practice: Origins, Characteristics and Implementation in Canada, 1950-2000'. *Archival Science* 4.
<http://link.springer.com/article/10.1007%2Fs10502-005-9010-2#page-1>.

Cook, Terry. 2011. 'We Are What We Keep: We Keep What We Are: Archival Appraisal Past,

Present and Future'. *Journal of the Society of Archivists* 32 (2).
<http://www.tandfonline.com/doi/pdf/10.1080/00379816.2011.619688>.

Cook, Terry and Schwartz, Joan M. 2002. 'Archives, Records and Power: From (Postmodern) Theory to (Archival) Performance'. *Archival Science* 2 (3-4).
<http://link.springer.com/article/10.1007/BF02435620>.

Corporation for National Research Initiatives. n.d. 'Welcome to the Handle System'.
<http://www.handle.net>.

Council of Nova Scotia Archives'. 2009b. 'Archives Management Software Review'.
<http://www.councilofnsarchives.ca/sites/default/files/CNSA%20Software%20Review%202008-Final.pdf>.

Couture, C. 1995. 'Archival Appraisal, a Status Report'. *Archivaria* 59.
<http://journals.sfu.ca/archivar/index.php/archivaria/article/view/12502/13624>.

Cox, E and Czechowski, L. 2007. 'Subject Access Points in the MARC Record and Archival Finding Aid: Enough or Too Many?' *Journal of Archival Organization* 5 (4).
http://opensiuc.lib.siu.edu/cgi/viewcontent.cgi?article=1017&context=morris_articles.

Cox, Richard J. 2004. *No Innocent Deposits: Forming Archives by Rethinking Appraisal*. Electronic resource. Lanham, Md: Scarecrow Press.
<http://www.vlebooks.com/vleweb/product/openreader?id=AberystUni&isbn=9781417503704>.

Cox, R.J. 2002. 'The End of Collecting: Towards a New Purpose for Archival Appraisal'. *Archival Science* 2. <http://link.springer.com/article/10.1007/BF02435626>.

Craig, Barbara L. 2003. 'Perimeters with Fences? Or Thresholds with Doors? Two Views of a Border'. *American Archivist* 66. <http://www.jstor.org/stable/40294219>.

Craig, Barbara Lazenby and Thomson Gale (Firm). 2004. *Archival Appraisal: Theory and Practice*. Electronic resource.

Mu

nchen, Germany: K.G. Saur.
<http://galenet.galegroup.com/servlet/eBooks?ste=22&docNum=CX3453399999&q=uniaber>.

'Cultural Gifts Scheme and Acceptance in Lieu - Report 2021'. 2021. Arts Council England.
<https://www.artscouncil.org.uk/sites/default/files/download-file/CGSAILAnnualReport2021%20%281%29.pdf>.

Currall, James, Claire Johnson, and Peter McKinney. 2007. 'The World Is All Grown Digital.... How Shall a Man Persuade Management What to Do in Such Times?' *International Journal of Digital Curation* 2 (1): 12-28. <https://doi.org/10.2218/ijdc.v2i1.11>.

Daines, J. Gordon, and Cory L. Nimer. 2009. 'The Interactive Archivist'. 2009.
<http://interactivearchivist.archivists.org/>.

- Daniel, Iltud. 2009. 'New Digitisation Workflow Proposal'. Aberystwyth: National Library of Wales. http://dev.llgc.org.uk/wiki/images/b/b8/New_WF_proposal_v1.1.pdf.
- Davidson, J. 2006. 'Persistent Identifiers'. <http://www.dcc.ac.uk/resources/briefing-papers/introduction-curation/persistent-identifiers>.
- Day, Michael. 2002. 'Metadata Mapping between Metadata Formats'. <http://www.ukoln.ac.uk/metadata/interoperability/>.
- Day, Michael. 2004. 'The Selection, Appraisal and Retention of Digital Scientific Data: The ERPANET / CODATA Workshop'. *Ariadne*, no. 39. <http://www.ariadne.ac.uk/issue39/erpanet-rpt/>.
- Department for Digital, Culture Media & Sport. 2021. 'Export of Objects of Cultural Interest 2018-19 and 2019-20'. https://www.artscouncil.org.uk/sites/default/files/download-file/RCEWA_annual_report%20%2718%2619_%2719%2620.pdf.
- Dicken, J. 2000. 'Twentieth Century Literary Archives: Collecting Policies and Research Initiatives'. In *New Directions in Archival Research*. Liverpool: Liverpool University Centre for Archive Studies.
- Digital Curation Centre. n.d. 'Curation Reference Manual | Digital Curation Centre'. <http://www.dcc.ac.uk/resources/curation-reference-manual>.
- DOI. 2011. 'The DOI System: Factsheets'. <http://www.doi.org/factsheets.html>.
- Doylen, Michael. 2001. 'Experiments in Deaccessioning: Archives and Online Auctions'. *American Archivist* 64. <http://www.jstor.org/stable/40294176>.
- Duchemin, Michel. 1983. 'Theoretical Principles and Practical Problems of Respect Des Fonds in Archival Science'. *Archivaria* 16. <http://journals.sfu.ca/archivar/index.php/archivaria/article/view/12648/13813>.
- Duff, Wendy, and Verne Harris. 2002. 'Stories and Names: Archival Description as Narrating Records and Constructing Meanings'. *Archival Science* 2 (3-4). <http://link.springer.com/article/10.1007/BF02435625>.
- Dunning, Alistair. 2009. 'Digitizing the Past: Next Steps for Public Sector Digitization'. In *Digital Information: Order or Anarchy?*, 117-32. Facet Publishing.
- Duranti, Luciana. 1993. 'Origin and Development of the Concept of Description'. *Archivaria* 35. <http://journals.sfu.ca/archivar/index.php/archivaria/article/view/11884/12837>.
- Duranti, Luciana. 1994. 'The Concept of Appraisal and Archival Theory'. *American Archivist* 57 (Spring). <http://www.jstor.org/stable/40293824>.
- Dwiggins, David Martin. 2010. 'Putting the "Where" in the Archives: Internet Mapping and Archival Records'. *Library Student Journal*. 2010. <http://web.archive.org/web/20130411082237/http://www.librarystudentjournal.org/index.p>

[hp/lsj/article/view/112/275](http://lsj/article/view/112/275).

EAD Practices Working Group. 2008. 'Library of Congress Encoded Archival Description Best Practices'. <http://www.loc.gov/rr/ead/lcp/lcp.pdf>.

EAD Working Group. 1998a. 'Development of the Encoded Archival Description DTD'. <http://www.loc.gov/ead/eaddev.html>.

———. 1998b. 'Development of the Encoded Archival Description DTD'. <http://www.loc.gov/ead/eaddev.html>.

———. 2002. 'Encoded Archival Description Tag Library Version 2002 - EAD Technical Document No. 2'. <http://www.loc.gov/ead/tglib/index.html>.

Eastwood, T. 2002. 'Reflections on the Goal of Archival Appraisal in Democratic Societies'. *Archivaria* 54. <http://journals.sfu.ca/archivar/index.php/archivaria/article/view/12855/14080>.

Edina Data Centre. 2011. 'What Is Metadata?'. <http://www.youtube.com/watch?v=96ncNPpohjo>.

Encoded Archival Context Working Group. 2011. 'Encoded Archival Context: Corporate Bodies, Persons and Families'. <http://eac.staatsbibliothek-berlin.de/>.

Europeana: Think Culture. 2012. 'Europeana: Think Culture: Strategic Plan 2011-2015'. http://web.archive.org/web/20120207083048/http://pro.europeana.eu/c/document_library/get_file?uuid=c4f19464-7504-44db-ac1e-3ddb78c922d7&groupId=10602.

———. n.d. 'Explore Europe's Cultural Collections'. <http://www.europeana.eu/portal/>.

Foote, K.E. 1990. 'To Remember and Forget: Archives, Memory, and Culture'. *American Archivist* 53. <http://www.jstor.org/stable/40293469>.

Fox, M. 1997a. 'Implementing Encoded Archival Description: An Overview of Administrative and Technical Considerations'. *American Archivist* 60 (3). <http://www.jstor.org/stable/40294441>.

Garrod, P. 2000. 'Use of the UNESCO Thesaurus for Subject Indexing at UK NDAD'. *Journal of the Society of Archivists* 21 (1). <http://www.tandfonline.com/doi/pdf/10.1080/00379810050006902>.

Gateway to Archives of Scottish Higher Education (GASHE). 2006. 'GASHE Standard for Creating Activity Descriptions'. <http://www.gashe.ac.uk/about/standard.html>.

George Washington University. 2010. 'University Writing Class Remembers Holocaust Victims'. <http://gwtoday.gwu.edu/university-writing-class-remembers-holocaust-victims>.

Getty Research Institute. 2000. 'Art and Architecture Thesaurus Online'. <http://www.getty.edu/research/tools/vocabularies/aat/index.html>.

Godby, Carol Jean, Jeffrey A. Young, and Eric Childress. 2004. 'A Repository of Metadata

Crosswalks'. D-Lib Magazine. <https://doi.org/10.1045/december2004-godby>.

Goldman, Rebecca. n.d. 'Derangement and Description: A Chaotic Little Archives Webcomic'. <https://derangementanddescription.wordpress.com/>.

Goodison, Nicholas. 2004. 'Goodison Review Securing the Best for Our Museums: Private Giving and Government Support'. Norwich: HMSO.
<http://webarchive.nationalarchives.gov.uk/20050301200356/http://hm-treasury.gov.uk/media/B9D/02/ACF10B6.pdf>.

Goss, Sheena. 2013. 'Facilitating Access to Archival Material: The Creation of EAD Records for the Online Archive of California'. *PNLA Quarterly* 77 (2).
<https://pnla.org/wp-content/uploads/2018/03/volume-77-2.pdf>.

Greene, Mark A., and Todd J. Daniels-Howell. 1997. 'Documentation with an Attitude: A Pragmatist's Guide to the Selection and Acquisition to Modern Business Records'. In *The Records of American Business*. Chicago: Society of American Archivists.

Hackman, Larry J., and Joan Warnow-Blewett. 1987. 'The Documentation Strategy Process: A Model and a Case Study'. *American Archivist* 50 (Winter): 12-47.
<http://americanarchivist.org/doi/pdf/10.17723/aarc.50.1.uxr6766121033766>.

Hackman, L.J. 1987. 'The Documentation Strategy Process: A Model and a Case Study'. *American Archivist* 50 (Winter). <http://www.jstor.org/stable/40294347>.

Hajo, C. 2009. 'Scholarly Editing in a Web 2.0 World'.
<https://wp.nyu.edu/archivesandpublichistory/people-2/cathy-moran-hajo/scholarly-editing-in-a-web-2-0-world/>.

Halbert, Martin. 2009. 'Comparison of Strategies and Policies for Building Distributed Digital Preservation Infrastructure: Initial Findings from the MetaArchive Cooperative'. *International Journal of Digital Curation* 4 (2): 43-59. <https://doi.org/10.2218/ijdc.v4i2.92>.

Ham, F.G. 1984. 'Archival Choices: Managing the Historical Record in an Age of Abundance'. *American Archivist* 47 (Winter).
http://www.jstor.org/stable/40292632?seq=1#page_scan_tab_contents.

Harvey, D. R. 2010. *Digital Curation: A How-to-Do-It Manual*. London: Facet.

Harvey, Ross. 2007. 'Digital Curation Manual Instalment on Appraisal and Selection'.
http://www.dcc.ac.uk/webfm_send/121.

Helen Willa Samuels. 1986. 'Who Controls the Past'. *American Archivist* 49 (2).
<http://americanarchivist.org/doi/pdf/10.17723/aarc.49.2.t76m2130txw40746>.

Hensen, Steven L. 1983. *Archives, Personal Papers, and Manuscripts: A Cataloging Manual for Archival Repositories, Historical Societies, and Manuscript Libraries*. Washington, D.C.: [Manuscript Division, Library of Congress].

Higgins, Richard. 1998. 'A Case Study of EAD Implementation at Durham University Library Archives and Special Collections'. *Archives and Museum Informatics* 12.

<http://www.springerlink.com/content/n2xj61088p021702/fulltext.pdf>.

Higgins, Sarah. 2008. 'The DCC Curation Lifecycle Model'. *The International Journal of Digital Curation* 3 (1): 134–40. <http://www.ijdc.net/article/view/69>.

Higgins, Sarah, and Gavin Inglis. 2003. 'Implementing EAD: The Experience of the NAHSTE Project'. *Journal of the Society of Archivists* 24 (2): 199–214.
<https://doi.org/10.1080/0037981032000127052>.

Hill, Amanda. 2002. 'Bringing Archives Online with the Archives Hub'. *Journal of the Society of Archivists* 23 (2). <http://www.tandfonline.com/doi/pdf/10.1080/0037981022000006408>.

———. 2004b. 'Serving the Invisible Researcher: Meeting the Needs of Online Users'. *Journal of the Society of Archivists* 25.
<http://www.tandfonline.com/doi/pdf/10.1080/0037981042000271466>.

Hill, Amanda, Stocking, William, and Higgins, Sarah. 2006. 'Different Strokes for Different Folks: Presenting EAD in Three UK Online Catalogues'. *Journal of Archival Organization*, no. 2–3: 183–95. http://www.tandfonline.com/doi/pdf/10.1300/J201v03n02_14.

HM Government. 2013. 'Tax Relief for National Heritage Assets - Detailed Guidance'. 2013.
<https://www.gov.uk/tax-relief-for-national-heritage-assets>.

Holley, Rose. 2010b. 'Crowdsourcing: How and Why Should Libraries Do It?' *D-Lib Magazine* 16 (3/4). <http://www.dlib.org/dlib/march10/holley/03holley.print.html>.

———. 2010a. 'Crowdsourcing Strategies for Archives'.
<http://www.slideshare.net/RHmarvellous/naa-archives-20-week-roseholleycrowdsourcingnov-2010>.

———. 2010b. 'Stories to Tell: The Making of Our Digital Nation'.
http://www.youtube.com/watch?v=a19icvJO_HE.

Home, Rebecca. 2011. 'Crowdsourcing Brings Historical Archive Online'.
<http://blogs.wsj.com/photojournal/2011/10/20/crowdsourcing-brings-historical-archive-online/>.

Hooland, Seth van, and Ruben Verborgh. 2014. *Linked Data for Libraries, Archives and Museums: How to Clean, Link and Publish Your Metadata*. London: Facet Publishing.

Horsman, Peter. 2002. 'The Last Dance of the Phoenix, or the Re-Discovery of the Archival Fonds'. *Archivaria* 54.
<http://journals.sfu.ca/archivar/index.php/archivaria/article/view/12853/14076>.

Hughes, Lorna. 2002. 'Why Digitize? The Costs and Benefits of Digitization'. In *Digitizing Collections: Strategic Issues for the Information Manager*, Digital futures:4–30. London: Facet.

Hughes, Lorna, and David Green. 2002. *Digitizing Collections: Strategic Issues for the Information Manager*. Vol. Digital futures. London: Facet.

- Hull, F. 1981. 'The Use of Sampling Techniques in the Retention of Records: A RAMP Study with Guidelines'. <http://unesdoc.unesco.org/images/0004/000474/047452e.pdf>.
- Hurley, Chris. 1998. 'The Making and Keeping of Records: (1) What Are Finding Aids For'. *Archives and Manuscripts* 26 (1).
<http://descriptionguy.com/images/WEBSITE/the-making-and-the-keeping-of-records-part1.pdf>.
- . n.d. 'The Australian ("Series") System: An Exposition'. In *The Records Continuum: Ian Maclean and Australian Archives First Fifty Years: Ian Maclean's and Australian Archives First Fifty Years*. Parkes: National Archives of Australia.
<http://descriptionguy.com/images/WEBSITE/the-australian-%28Series%29-system.pdf>.
- Ide, M. and Weisse, L. 2006. 'Recommended Appraisal Guidelines for Selecting Born Digital Master Programs for Preservation and Deposit with the Library of Congress'.
http://www.digitalpreservation.gov/partners/documents/pdpt_appraisal_guidelines2006.pdf.
- International Council on Archives. 1996. 'International Council on Archives Code of Ethics'.
<http://www.ica.org/en/ica-code-ethics>.
- . 2000. 'ISAD(G): General International Standard Archival Description'.
<https://www.ica.org/resource/isadg-general-international-standard-archival-description-second-edition/>.
- . 2011. 'ISAAR (CPF): International Standard Archival Authority Record for Corporate Bodies, Persons and Families, 2nd Edition'.
<https://www.ica.org/en/isaar-cpf-international-standard-archival-authority-record-corporate-bodies-persons-and-families-2nd>.
- International Dunhuang Project. n.d. 'The Silk Road Online'. <http://idp.bl.uk/>.
- Jenkinson, Hilary. 1965. *A Manual of Archive Administration*. 2nd ed. reprinted. London: Lund, Humphries.
<https://archive.org/stream/manualofarchivea00jenkuoft#page/n7/mode/2up>.
- . 1980a. *Modern Archives. Some Reflections on T R Schellenberg. Selected Writings of Sir Hilary Jenkinson*.
- . 1980b. 'The Choice of Records for Preservation in Wartime: Some Practical Hints'. In *Selected Writings of Sir Hilary Jenkinson*.
- Jimerson, Randall. 2003. 'Archives and Manuscripts: Deciding What to Save'. *OCLC Systems & Services* 19 (4).
<http://www.emeraldinsight.com/doi/pdfplus/10.1108/10650750310508108>.
- . 2006. 'Embracing the Power of Archives'. *The American Archivist* 69 (1).
<http://www.jstor.org/stable/40294309>.
- Johnston, D. 2001. 'From Typescript Finding Aids to EAD (Encoded Archival Description). A University Case Study'. *Journal of the Society of Archivists* 22 (1).

<http://www.tandfonline.com/doi/pdf/10.1080/00379810120037496>.

Kaplan, Deborah, Sauer, Anne, and Wilczek, Eliot. 2011. 'Archival Description in OAI-ORE'. *Journal of Digital Information* 12 (2). <http://journals.tdl.org/jodi/article/view/1814/1769>.

Kiesling, K. 1997. 'EAD as an Archival Descriptive Standard'. *American Archivist* 60.

King, K. n.d. 'Introduction to Web 2.0 for Archives'.
<http://www.slideshare.net/araik/web-20-and-archives>.

Kingsley, Nick. 2003. 'Archives Task Force Discussion Paper 3: The Electronic "National Archives Network"'.
http://webarchive.nationalarchives.gov.uk/20111013135435/research.mla.gov.uk/evidence/documents/atf_dis03_pdf_5514.pdf.

Kitching, Christopher, and Ian Hart. 1995. 'Collection Policy Statements'. *Journal of the Society of Archivists* 16 (1): 7-14. <https://doi.org/10.1080/00379819509511756>.

Larkin, Philip. 1983. 'A Neglected Responsibility: Contemporary Literary Manuscripts'. In *Required Writing: Miscellaneous Pieces 1955-1982*. London: Faber.

Lavoie, Brian F. 2014. 'Technology Watch Report: The Open Archival Information System Reference Model: Introductory Guide, 2nd Edition'. <http://dx.doi.org/10.7207/twr14-02>.

Library of Congress. n.d. 'Library of Congress Authorities'. <http://authorities.loc.gov>.

Local Government Association. n.d. 'Integrated Public Sector Vocabulary'.
<https://standards.esd.org.uk/?uri=list%2Fsubjects>.

Macneil, Heather. 2005. 'Picking Our Text: Archival Description, Authenticity, and the Archivist as Editor'. *American Archivist* 68 (2 (Fall-Winter)).
<http://www.jstor.org/stable/40294291>.

McGovern, Nancy Y. 2007. 'A Digital Decade: Where Have We Been and Where Are We Going in Digital Preservation?' *RLG DigiNews* 11 (1).
<http://worldcat.org/arcviewer/1/OCC/2007/08/08/0000070511/viewer/file1981.html#article3>.

Meehan, Jennifer. 2009. 'Making the Leap from Parts to Whole: Evidence and Inference in Archival Arrangement and Description'. *American Archivist* 72 (1).
<http://www.jstor.org/stable/pdf/40294596.pdf>.

Menne-Haritz, A. 1994. 'Appraisal or Documentation: Can We Appraise Archives by Selecting Content?' *American Archivist* 57 (3).
http://www.jstor.org/stable/40293851?seq=1#page_scan_tab_contents.

Mercer, H. 2004. 'The National Archives Appraisal Policy: Background Paper – the Grigg System and Beyond'.
http://www.nationalarchives.gov.uk/documents/information-management/background_appraisal.pdf.

Mildren, Rob. 2004. 'The Scottish Archive Network Project Evaluation Report'.
<http://www.scan.org.uk/aboutus/report.pdf>.

Millar, Laura. 2002. 'The Death of the Fonds and the Resurrection of Provenance: Archival Context in Space and Time'. *Archivaria* 53.
<http://journals.sfu.ca/archivar/index.php/archivaria/article/view/12833/14048>.

Miller, Dick R., Kevin S. Clarke, and ebrary, Inc. 2004. *Putting XML to Work in the Library: Tools for Improving Access and Management*. Electronic resource. Chicago: American Library Association. <http://site.ebrary.com/lib/aber/Doc?id=10194636>.

Miller, Frederick M. 1990a. *Arranging and Describing Archives and Manuscripts*. Vol. Archival fundamentals series. Chicago: Society of American Archivists.

———. 1990b. *Arranging and Describing Archives and Manuscripts*. Vol. Archival fundamentals series. Chicago: Society of American Archivists.

Momryk, Myron. 2001. '"National Significance": The Evolution and Development of Acquisition Strategies in the Manuscript Division, National Archives of Canada'. *Archivaria: The Journal of the Association of Canadian Archivists* 52 (Fall).
<http://journals.sfu.ca/archivar/index.php/archivaria/article/view/12819/14031>.

Morris, L. 1997. 'Developing a Cooperative Intra-Institutional Approach to EAD Implementation: The Harvard/Radcliffe Digital Findings Aids Project'. *American Archivist* 60 (Fall). <http://www.jstor.org/stable/pdf/40294056.pdf?acceptTC=true&jpdConfirm=true>.

Mortimer, I. 1999. 'ARCHON and the Indexes to the National Register of Archives: Past, Present and Future'. *Program: Electronic Libraries and Information Systems* 33.
<http://www.emeraldinsight.com/doi/pdfplus/10.1108/EUM00000000006918>.

Muller, S., J.A. Feith, and R. Fruin. 1968. *Manual for the Arrangement and Description of Archives*. 2nd ed. New York: Wilson.

N2T. n.d. 'Archival Resource Key (ARK) Identifiers'. http://n2t.net/e/ark_ids.html.

National Council on Archives. 1997b. 'National Council on Archives: Rules for the Construction of Personal, Place and Corporate Names'. 1997.
<http://archiveshub.ac.uk/ncarules/>.

National Information Standards Organization (NISO). 2007. 'A Framework of Guidance for Building Good Digital Collections, 3rd Edition'.
<https://www.niso.org/sites/default/files/2017-08/framework3.pdf>.

National Library of New Zealand. 2007. 'Creating a Digital New Zealand: New Zealand's Digital Content Strategy'. National Library of New Zealand. 2007.
<http://www.itu.int/wsis/stocktaking/docs/activities/1211236218/DigitalContentStrategy.pdf>.

Nesmith, Tom, Society of American Archivists, and Association of Canadian Archivists. 1993. 'Archival Studies in English-Speaking Canada and the North American Rediscovery of Provenance'. In *Canadian Archival Studies and the Rediscovery of Provenance*. Metuchen,

N.J.: Scarecrow Press.

New South Wales Government State Records. n.d. 'Equipment for Digitisation'.
<http://web.archive.org/web/20221116152919/https://www.records.nsw.gov.au/recordkeeping/equipment-digitisation>.

O'Brien, Jeff. 1997. 'Basic RAD: A Short Introduction'.
https://www.scaa.sk.ca/fileadmin/scaa/storage/800-Education/804-Educational_Publications/Basic_rad.pdf.

Online Archive of California. 1998. 'The Online Archive of California (OAC) Project: A Prototype Union Database of Encoded Archival Finding Aids, 1998'.
<http://sunsite.berkeley.edu/FindingAids/uc-ead/>.

Padfield, Timothy. 2019. 'What Is Copyright?' In *Copyright for Archivists and Records Managers*, Sixth edition. London: Facet Publishing.
https://eu.alma.exlibrisgroup.com/view/action/uresolver.do?operation=resolveService&p;package_service_id=4606163920002418&institutionId=2418&customerId=2415.

Padfield, Timothy, J. B. Post, and Great Britain. Public Record Office. 2001. *Copyright for Archivists and Users of Archives*. Richmond, Surrey: Public Record Office.

Pancza, János. n.d. 'Hungarian National Digital Archive and Hungarian Participation in Europeana'. <https://www.slideshare.net/slideshow/jnos-pancza-italy-nm/8624247>.

Paradigm Project. 2008. 'Workbook on Digital Private Papers'.
<http://www.paradigm.ac.uk/workbook/index.html>.

Parker, Elizabeth. 2002. 'Records Life Cycle Structure Study'.
<https://web.archive.org/web/20110126043435/http://www.jisc.ac.uk/publications/generalpublications/2002/recordssrlstructure.aspx#B>.

Pearce, Nancy. 1984. 'Deciding What to Save: Fifty Years of Theory and Practice'. In *Archival Choices: Managing the Historical Record in an Age of Abundance*, The Lexington Books special series in libraries and librarianship:1-18. Lexington, Mass: Lexington Books.

Peters, Victoria. 2005. 'Developing Archival Context Standards for Functions in the Higher Education Sector'. *Journal of the Society of Archivists* 26 (1).
<http://www.tandfonline.com/doi/pdf/10.1080/00039810500047458>.

Pitti, Daniel. 1999. 'Encoded Archival Description. An Introduction and Overview'. *D-Lib Magazine* 5 (11). <http://www.dlib.org/dlib/november99/11pitti.html>.

PREMIS Editorial Committee. 2015. 'PREMIS Data Dictionary for Preservation Metadata, Version 3.0'. <http://www.loc.gov/standards/premis/v3/premis-3-0-final.pdf>.

Procter, Margaret, and Michael Cook. 2016. *Manual of Archival Description*. Third edition. Abingdon, Oxon: Routledge.
<https://eu.alma.exlibrisgroup.com/view/action/uresolver.do?operation=resolveService&>

p;package_service_id=4634718840002418&institutionId=2418&customerId=2415.

Prom, Chris. 2002. 'The EAD Cookbook. A Survey and Usability Study'. *American Archivist* 65 (2). <http://www.jstor.org/stable/40294209>.

Reed, Barbara. 1993. 'Archival Appraisal'. In *Keeping Archives*, 2nd ed. Port Melbourne: Thorpe in association with the Australian Society of Archivists.

Ribeiro, F. 1996. 'Subject Indexing and Authority Control in Archives: The Need for Subject Indexing in Archives and for an Indexing Policy Using Controlled Language'. *Journal of the Society of Archivists* 17 (1).

Riley, Jenn. 2010. 'Seeing Standards: A Visualization of the Metadata Universe'. <http://jennriley.com/metadatamap/>.

RLG EAD Advisory Group. 2002. 'RLG Best Practice Guidelines for Encoded Archival Description'. <http://www.oclc.org/resources/research/activities/ead/bpg.pdf>.

Robyns, Marcus C. 2014. *Using Functional Analysis in Archival Appraisal: A Practical and Effective Alternative to Traditional Appraisal Methodologies*. Electronic resource. Lanham: Rowman & Littlefield.
https://eu.alma.exlibrisgroup.com/view/action/uresolver.do?operation=resolveService&p;package_service_id=4841473040002418&institutionId=2418&customerId=2415.

Roe, Kathleen. 2005. *Arranging & Describing Archives & Manuscripts*. Vol. *Archival fundamentals series*. II. Chicago: Society of American Archivists.

Ruch, Alfons. n.d. 'Supporting Interoperability of Distributed Archives Using Authority Controlled Ontologies'.
https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&ved=2ahUKewjrm42J8-zdAhWJK8AKHekwATgQFjAAegQICRAC&url=http%3A%2F%2Fwww.alliancepermanentaccess.org%2Fpv%2Fpv2009%2FPV2009%2F43_Ruch_Interoperability_in_distributed_archives_with_Authority_controlled_Ontologies_Proceedings.pdf&usg=AOvVaw0GIbBaBDDhoYV1f21p8TL0S.

Rusbridge, Chris. 2006. 'Excuse Me... Some Digital Preservation Fallacies?' *Ariadne*, no. 46. <http://www.ariadne.ac.uk/issue46/rusbridge/>.

Samuels, H.W. 1986. 'Who Controls the Past'. *American Archivist* 49 (Spring). <http://www.jstor.org/stable/40292980>.

Schellenberg, T. R. 2003a. *Modern Archives: Principles and Techniques*. Chicago: Society of American Archivists.
<http://www.archivists.org/publications/epubs/ModernArchives-Schellenberg.pdf>.

———. 2003b. *Modern Archives: Principles and Techniques*. Chicago: Society of American Archivists.

Schellenberg, T.R. 1956. 'The Appraisal of Modern Public Records. National Archives

Bulletin 8'.

<http://www.archives.gov/research/alic/reference/archives-resources/appraisal-of-records.html>.

Scott, Peter J. 1966. 'The Record Group Concept: A Case for Abandonment'. *American Archivist* 29. <http://www.jstor.org/stable/40290645>.

Scott, Peter J and Finlay, G. 1978. 'Archives and Administrative Change: Some Methods and Approaches (Part I)'. *Archives and Manuscripts* 7.

Shapley, M. 2014. 'The ANU Archives Implementation of Ica-Atom Software'. <https://digitalcollections.anu.edu.au/bitstream/1885/12285/1/Shapley%20The%20ANU%20Archives%20implementation%20of%20ica-atom%20software%202014.pdf>.

Shepherd, Elizabeth and Pringle, R. 2002. 'Mapping Descriptive Standards across Domains: A Comparison of ISAD(G) and SPECTRUM'. *Journal of the Society of Archivists* 23 (1). <http://www.tandfonline.com/doi/pdf/10.1080/00379810220120537>.

Shepherd, Elizabeth and Smith, C. 2000. 'The Application of ISAD(G) to the Description of Archival Datasets'. *Journal of the Society of Archivists* 21 (1). <http://www.tandfonline.com/doi/pdf/10.1080/00379810050006911>.

Sims, Roger M. C. 2003. 'Obligations and Aftercare: The Depositor and Service Standard Agreements'. *Journal of the Society of Archivists* 24 (2): 215–21. <https://doi.org/10.1080/0037981032000127061>.

Smith, L., and J. Rowley. 2012. 'Digitisation of Local Heritage: Local Studies Collections and Digitisation in Public Libraries'. *Journal of Librarianship and Information Science* 44 (4): 272–80. <https://doi.org/10.1177/0961000611434760>.

Society of American Archivists. 2011. *A Different Kind of Web: New Connections between Archives and Our Users*. Edited by Kate Theimer. Chicago: Society of American Archivists.

Spiro, L. 2009. 'Archival Management Software: A Report for the Council on Library and Information Resources'. https://www.clir.org/wp-content/uploads/sites/6/spiro_Jan13.pdf.

Stapleton, R. 1983. 'Jenkinson and Schellenberg: A Comparison'. *Archivaria* 17. <http://journals.sfu.ca/archivar/index.php/archivaria/article/view/11021/11956>.

Stevenson, A and Stevenson, J. 2011. 'Lifting the Lid on Linked Data: Linked Data and the LOCAH Project'. <http://locah.archiveshub.ac.uk/tag/modelling/>.

Stevenson, J. 2010. 'The Impact of Web 2.0 on Archives'. <http://www.slideshare.net/JaneStevenson/the-impact-of-web-20-on-archives>.

Stevenson, Jane, and Ruddock, Bethan. 2010. 'Moving towards Interoperability: Experiences of the Archives Hub'. *Ariadne* 63. <http://www.ariadne.ac.uk/issue63/stevenson-ruddock>.

Stobo, Victoria. 2013. 'Copyright and Risk: Scoping the Wellcome Digital Library Project'.

<http://www.create.ac.uk/wp-content/uploads/2013/12/CREATe-Working-Paper-No.10.pdf>.

Stockdale, R. 2000. 'The Retrospective Conversion of the British Library Manuscripts Catalogues: A Description of the Project'. *Journal of the Society of Archivists* 21 (2).
<http://www.tandfonline.com/doi/pdf/10.1080/713683213>.

Stocking, William and Queyroux, F. 2004. Encoding across Frontiers. *Journal of Archival Organization* 3 (2/3).

Stratton, Barbara. 2010. 'Seeking New Landscapes: A Rights Clearance Study in the Context of Mass Digitisation of 140 Books Published between 1870 and 2010'.
https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&cad=rja&uact=8&ved=2ahUKEwjV5KTo9-zdAhUELMAKHUR6ArcQFjAAegQICRAC&url=http%3A%2F%2Fvana.nlib.ee%2Fpublic%2Fdocuments%2Faaamatukogule%2Forbteoste_uurimus2011.pdf&usg=AOvVaw3Y9UPenFHjCeDYMakgU1DI.

Sweet, Meg. 2001. 'The Internationalisation of EAD (Encoded Archival Description)'. *Journal of the Society of Archivists* 22 (1).
<http://www.tandfonline.com/doi/pdf/10.1080/00379810120037487>.

Technical Subcommittee on Encoded Archival Description. 2013. 'EAD Revision'.
<https://www2.archivists.org/groups/technical-subcommittee-on-encoded-archival-description-ead-disbanded/ead-revision>.

Tennant, Roy. 2002. *XML in Libraries*. New York: Neal-Schuman Publishers.

The Consultative Committee for Space Data Systems. 2011. 'Audit and Certification of Trustworthy Digital Repositories'.
<http://public.ccsds.org/publications/archive/652x0m1.pdf>.

The National Archives. 2004c. 'Applying for Grant Aid'. The National Archives.
http://www.nationalarchives.gov.uk/documents/applying_grant_aid.pdf.

———. 2004d. 'Archive Collection Policy Statements: Checklist of Suggested Contents'.
<https://webarchive.nationalarchives.gov.uk/ukgwa/+https://www.nationalarchives.gov.uk/documents/information-management/archive-collection-policy.pdf>.

———. 2006a. 'Loan (Deposit) Agreements for Privately Owned Archives'.
<https://webarchive.nationalarchives.gov.uk/ukgwa/+https://www.nationalarchives.gov.uk/documents/information-management/loanagreement.pdf>.

———. 2006b. 'Surveying Historical Manuscripts: Some Guidelines'.
<http://www.nationalarchives.gov.uk/documents/archives/surveying-historical-manuscripts.pdf>.

———. 2007. 'Acquisition and Disposition Strategy'.
<http://www.nationalarchives.gov.uk/documents/information-management/acquisition-strategy.pdf>.

———. 2012. 'Appraisal Policy'.

http://www.nationalarchives.gov.uk/documents/information-management/appraisal_policy.pdf.

———. n.d. 'Appraisal Toolkits'.

<http://www.nationalarchives.gov.uk/information-management/projects-and-work/appraisal.htm>.

———. n.d. 'Operational Selection Policies'.

<http://www.nationalarchives.gov.uk/information-management/projects-and-work/osp-number.htm>.

The Society of American Archivists. n.d. 'Statement of Principles for the CUSTARD Project'. <http://www.archivists.org/news/custardproject.asp>.

Theimer, Kate, ed. 2014. Description. Electronic resource. Vol. Innovative practices for archives and special collections. Lanham: Rowman & Littlefield.

<http://www.vlebooks.com/vleweb/product/openreader?id=AberystUni&isbn=9780810890947>.

———, ed. 2015. Appraisal and Acquisition: Innovative Practices for Archives and Special Collections. Electronic resource. Lanham, Maryland: Rowman & Littlefield.

https://eu.alma.exlibrisgroup.com/view/action/uresolver.do?operation=resolveService&package_service_id=4810223070002418&institutionId=2418&customerId=2415.

Theimer, Kate M. 2010. Web 2.0 Tools and Strategies for Archives and Local History Collections. London: Facet.

Tschan, R.A. 2002. 'A Comparison of Jenkinson and Schellenberg on Appraisal'. *American Archivist* 65 (Fall/Winter).

<http://americanarchivist.org/doi/pdf/10.17723/aarc.65.2.920w65g3217706l1>.

Tullock, J., and C. Alexandra. 2004. 'Logjam: An Audit of Uncatalogued Collections in the North West'. Warrington: The North West Museums, Libraries and Archives Council.

<http://web.archive.org/web/20060926174216/http://www.mlanorthwest.org.uk/assets/documents/10000070Logjamfullreport.pdf>.

UK Archives Discovery Network. n.d. 'UKAD: Promoting Archives Discovery for the Benefit of Researchers'. <https://web.archive.org/web/20160322095757/http://www.ukad.org/>.

UNESCO. n.d. 'UNESCO Thesaurus'. <http://databases.unesco.org/thesaurus/>.

University of London Computer Centre. n.d. 'UK Archival Thesaurus'.

<http://www.ukat.org.uk/>.

University of Nottingham. 2012. 'The Wollaton Library Collection Episode 3: Digitisation'.

<https://www.youtube.com/watch?v=2LznschQXH0>.

Vitali, S. n.d. 'The Second Edition of ISAAR(CPF) and Authority Control in Systems for Archival Descriptive Systems'. http://www.sba.unifi.it/ac/relazioni/vitali_eng.pdf.

- Vogt-O'Connor, Diane. 2000. 'Selection of Materials for Scanning'. In *Handbook for Digital Projects: A Management Tool for Preservation and Access*, edited by Maxine K. Sitts. <http://www.nedcc.org/assets/media/documents/dman.pdf>.
- W3C. 1997. 'Date and Time Formats'. <http://www.w3.org/TR/NOTE-datetime>.
- Wajon, Scott. 2012. 'Digitisation Workflow'. <https://www.youtube.com/watch?v=Y8MliMunVVg>.
- Walch, V. I. 1994. 'Standards for Archival Description: A Handbook'. <http://www.archivists.org/catalog/stds99/>.
- Walters, Tyler O. 1996. 'Contemporary Archival Appraisal Methods and Preservation Decision-Making'. *American Archivist* 59 (Summer). <http://www.jstor.org/stable/40293990>.
- Weber, L.B. 1990. 'Record Formatting: MARC AMC'. In *Describing Archival Materials: The Use of the Marc AMC Format*. Routledge.
- Wells, Elizabeth. 2012. 'Related Material – The Arrangement and Description of Family Papers'. *Journal of the Society of Archivists* 33 (2): 167–84. <https://doi.org/10.1080/00379816.2012.722528>.
- Whyte, Angus and Wilson, Andrew. 2010. 'How to Appraise and Select Research Data for Curation'. <http://www.dcc.ac.uk/resources/how-guides/appraise-select-data>.
- Williams, Caroline. 2006. *Managing Archives: Foundations, Principles and Practice*. Vol. Chandos information professional series. Oxford: Chandos.
- Williams, Caroline. 2006. 'Studying Reality: The Application of Theory in an Aspect of UK Practice'. *Archivaria* 62. <https://archivaria.ca/index.php/archivaria/article/view/12889/14120>.
- Yakel, Elizabeth. 2003a. 'Archival Representation'. *Archival Science* 3 (1). <https://link.springer.com/article/10.1007/BF02438926>.
- . 2003b. 'Archival Representation'. *Archival Science* 3 (1). <https://link.springer.com/article/10.1007/BF02438926>.
- Yeo, Geoffrey. 2005. 'Understanding Users and Use: A Market Segmentation Approach'. *Journal of the Society of Archivists* 26. <http://www.tandfonline.com/doi/pdf/10.1080/00039810500047425>.
- . 2008. 'New Approaches to Archival Description Standards for Archival Description "The Need for Descriptive Standards Is No Longer a Subject for Debate"'. <http://www.ucl.ac.uk/infostudies/geoffrey-yeo/description.pdf>.
- Zeng, M and Chan, L. 2006. 'Metadata Interoperability and Standardization - A Study of Methodology Part II: Achieving Interoperability at the Record and Repository Levels'. *D-Lib Magazine* 12 (6). <http://www.dlib.org/dlib/june06/zeng/06zeng.html>.

Zhang, Jane, and Dayne Mauney. 2013. 'When Archival Description Meets Digital Object Metadata: A Typological Study of Digital Archival Representation'. *The American Archivist* 76 (1).

[19/19](https://watermark.silverchair.com/aarc_76_1_121u85342062w155.pdf?token=AQECAHi208BE49Ooan9kkhW_Ercy7Dm3ZL_9Cf3qfKAc485ysgAAykwggMIBgkqhkiG9w0BBwagggMWMlIDEglBADCCAwSgCSqGSIb3DQEHATAeBgIghkGBZQMEEAS4wEQQMUC4gQxGvd4hpu5LoAgEQglIC3BN6q5cJt7xPcY2EEV_4GjN0xjAB9dtx_4rtqJvQhDSg8WvGw-oyfLnOdUblcKh9nBjcvV_DkuDQGNVhfTzCajmHDBGdm98v7DgELAFOZIF5vKWzFb9EGZbUee0dshwQfV9L3tlpRUFV9qJl0Y2pn36rlsKhdEqnWVsab7mFgQ9Rd3QmCv610wvXK33kFBc5U6aBKgF3q0GIG_2zTnsFy_TLkrwG2fQMLUVu60JRRMZ-xbxhlf_HPxnasPXLr_A5ppANW4CRqO3nvhx77f4q_UCfAdkzrXt1zF1LZR3tuORGU7IlwPy7yR4rExTbEGRIltv_CvQL8slk2NntSi2eKTy6h4k28kCPWpowGeAf2l-zM0uKDsvFU2vlam4s7jtq0DMR1GKDv1eA09FckAONHYB5KxzMcCNbSmcPZoNn4LLqlSDPeqSdEYK1rr9psfn4EpBvfEHeofZT8ZDTqWJv4tOvKBM9o7nvTtHIDwPYhKL-MV2rezskJBFBsfXE4dFEP4KuFivUk-deUcrM80L0uWuUikKuNJG5Lyg4ljv9T7YG17d3bOOXcQMfPHLdF8XFrkRzq3vbkVB77CCZygwkcNq0gdFEer9KKhFuacaFFgJoV-wud5iXBkpwiy9J0aGfwF8nKP-Ti5i9X4WrthDnkAkvs2wP218kp7NtLbssPXlkjs3hvVAyQCFel3uhoH-_0OecKrpMG23HMtmIpzS44OTpGWGXpd8rDwJt9qHSCx9vzP2e1OlxvjgxA-lo1izFdA-0qnZ-QaP6wcXFDWe4Einb-VD8mW4vldyf96SxxUnYx-3nt4MHgHlCgS4kQKml_gCi0CJ2yaMAaCLogxXfZak3nPpp6SZVTA4DImZ9zBhyhXoqqYwPr-FjEv9UqLhFFC19KKiY9W0V1PU2IJNuaagHpxVOQwKASXefauFj-lelFJH1bdgiluUwcGmNf7P_eoGWZ42XqtF0-rtcw.</p></div><div data-bbox=)