

ILM1920: Archives: Collection Development and Description

[View Online](#)

1.

Theimer, K. ed: Appraisal and acquisition: innovative practices for archives and special collections. Rowman & Littlefield, Lanham, Maryland (2015).

2.

Roe, K.: Arranging & describing archives & manuscripts. Society of American Archivists, Chicago (2005).

3.

Theimer, K. ed: Description. Rowman & Littlefield, Lanham (2014).

4.

International Council on Archives: International Council on Archives code of ethics. (1996).

5.

International Council on Archives: ISAD(G): General international standard archival description. (2000).

6.

Williams, C.: Managing archives: foundations, principles and practice. Chandos, Oxford (2006).

7.

Robyns, M.C.: Using functional analysis in archival appraisal: a practical and effective alternative to traditional appraisal methodologies. Rowman & Littlefield, Lanham (2014).

8.

Jenkinson, H.: A manual of archive administration. Lund, Humphries, London (1965).

9.

Arts Council England: Acceptance in Lieu,
<https://www.artscouncil.org.uk/tax-incentives/acceptance-lieu>.

10.

The National Archives: Applying for Grant Aid,
http://www.nationalarchives.gov.uk/documents/applying_grant_aid.pdf, (2004).

11.

The National Archives: 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>, (2004).

12.

Abraham, T.: Collection policy or documentation strategy: theory and practice. *American Archivist*. 54, (1991).

13.

Kitching, C., Hart, I.: Collection policy statements. *Journal of the Society of Archivists*. 16, 7-14 (1995). <https://doi.org/10.1080/00379819509511756>.

14.

Cultural Gifts Scheme and Acceptance in Lieu - report 2021,
<https://www.artscouncil.org.uk/sites/default/files/download-file/CGSAILAnnualReport2021%20%281%29.pdf>, (2021).

15.

Abraham, T.: Documentary Strategies: A Decade (or More) Later,
<http://webpages.uidaho.edu/special-collections/papers/docstr10.htm>.

16.

Department for Digital, Culture Media & Sport: 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, (2021).

17.

Arts Council England: Export licensing,
<http://www.artscouncil.org.uk/what-we-do/supporting-museums/cultural-property/export-controls/export-licensing/>.

18.

Goodison, N.: Goodison Review securing the best for our museums: Private giving and
Government support,
<http://webarchive.nationalarchives.gov.uk/20050301200356/http://hm-treasury.gov.uk/media/B9D/02/ACF10B6.pdf>, (2004).

19.

The National Archives: Loan (deposit) agreements for privately owned archives,
<https://webarchive.nationalarchives.gov.uk/ukgwa/+https://www.nationalarchives.gov.uk/documents/information-management/loanagreement.pdf>, (2006).

20.

Tullock, J., Alexandra, C.: Logjam: an audit of uncatalogued collections in the North West, <http://web.archive.org/web/20060926174216/http://www.mlanorthwest.org.uk/assets/documents/10000070Logjamfullreport.pdf>, (2004).

21.

Sims, R.M.C.: Obligations and aftercare: the depositor and service standard agreements. *Journal of the Society of Archivists*. 24, 215–221 (2003).
<https://doi.org/10.1080/0037981032000127061>.

22.

Arts Council England: Reviewing committee,
<https://www.artscouncil.org.uk/supporting-collections-and-cultural-property/reviewing-committee>.

23.

The National Archives: Surveying historical manuscripts: some guidelines,
<http://www.nationalarchives.gov.uk/documents/archives/surveying-historical-manuscripts.pdf>, (2006).

24.

HM Government: Tax relief for national heritage assets - Detailed guidance,
<https://www.gov.uk/tax-relief-for-national-heritage-assets>.

25.

Hackman, L.J., Warnow-Blewett, J.: The documentation strategy process: a model and a case study. *American Archivist*. 50, 12–47 (1987).

26.

Dicken, J.: Twentieth century literary archives: Collecting policies and research initiatives. In: *New directions in archival research*. Liverpool University Centre for Archive Studies, Liverpool (2000).

27.

Helen Willa Samuels: Who controls the past. *American Archivist*. 49, (1986).

28.

Tschan, R.A.: A comparison of Jenkinson and Schellenberg on appraisal. *American Archivist*. 65, (2002).

29.

Larkin, P.: A neglected responsibility: contemporary literary manuscripts. In: *Required writing: miscellaneous pieces 1955-1982*. Faber, London (1983).

30.

The National Archives: Acquisition and disposition strategy. (2007).

31.

Cook, Terry: 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>, (2000).

32.

Menne-Haritz, A.: Appraisal or documentation: Can we appraise archives by selecting content? *American Archivist*. 57, (1994).

33.

The National Archives: Appraisal policy. (2012).

34.

The National Archives: Appraisal toolkits,
<http://www.nationalarchives.gov.uk/information-management/projects-and-work/appraisal.htm>.

35.

Baerlett, N: Appraising university records: A retrospective analysis,
<http://www-personal.umich.edu/~deromedi/module/nbdisc.htm>, (2001).

36.

Reed, B.: Archival appraisal. In: Keeping archives. Thorpe in association with the Australian Society of Archivists, Port Melbourne (1993).

37.

Boles, F., Young, J.M.: Archival appraisal. Neal-Schuman Publishers, New York (1991).

38.

Couture, C.: Archival appraisal, a status report. *Archivaria*. 59, (1995).

39.

Craig, B.L., Thomson Gale (Firm): Archival appraisal: theory and practice. K.G. Saur,
Mu

nchen, Germany (2004).

40.

Ham, F.G.: Archival choices: Managing the historical record in an age of abundance.
American Archivist. 47, (1984).

41.

Brichford, M.J., Society of American Archivists: Archives and manuscripts: appraisal and

accessioning. Society of Archivists, Chicago (1977).

42.

Jimerson, R.: Archives and manuscripts: deciding what to save. OCLC Systems & Services. 19, (2003).

43.

Walters, T.O.: Contemporary archival appraisal methods and preservation decision-making. American Archivist. 59, (1996).

44.

Pearce, N.: Deciding what to save: Fifty years of theory and practice. In: Archival choices: managing the historical record in an age of abundance. pp. 1-18. Lexington Books, Lexington, Mass (1984).

45.

Harvey, Ross: Digital curation manual instalment on appraisal and selection. (2007).

46.

Abraham, Terry: Documentation strategies: A decade (or more) later. (1995).

47.

Greene, M.A., Daniels-Howell, T.J.: Documentation with an attitude: A pragmatist's guide to the selection and acquisition to modern business records. In: The records of American business. Society of American Archivists, Chicago (1997).

48.

Jimerson, R.: Embracing the power of archives. The American Archivist. 69, (2006).

49.

Boles, F., Greene, M.A.: Et tu Schellenberg? Thoughts on the dagger of American appraisal theory. *American Archivist*. 59, (1996).

50.

Doylen, Michael: Experiments in deaccessioning: Archives and online auctions. *American Archivist*. 64, (2001).

51.

Boles, F.: Exploring the black box: The appraisal of university administrative records. *American Archivist*. 48, (1985).

52.

Bailey, C: From top down: The practice of macro-appraisal. *Archivaria*. 43, (1997).

53.

Whyte, Angus, Wilson, Andrew: How to appraise and select research data for curation. (2010).

54.

Benedict, K.: 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, (1984).

55.

Stapleton, R.: Jenkinson and Schellenberg: a comparison. *Archivaria*. 17, (1983).

56.

Cook, Terry: Macro-appraisal and functional analysis: documenting governance rather than

government. *Journal of the Society of Archivists*. 25, (2004).

57.

Brown, R.: Macro-appraisal theory and the context of the public records creator. *Archivaria*. 40, (1995).

58.

Cook, Terry: Macroappraisal in theory and practice: Origins, characteristics and implementation in Canada, 1950-2000. *Archival Science*. 4, (2005).

59.

Boles, F.: Mix two parts interest to one part information and appraise until done: Understanding contemporary record selection processes. *American Archivist*. 50, (1987).

60.

Schellenberg, T.R.: *Modern archives: principles and techniques*. Society of American Archivists, Chicago (2003).

61.

Jenkinson, H.: *Modern archives. Some reflections on T R Schellenberg*. (1980).

62.

Cox, R.J.: *No innocent deposits: forming archives by rethinking appraisal*. Scarecrow Press, Lanham, Md (2004).

63.

The National Archives: Operational selection policies,
<http://www.nationalarchives.gov.uk/information-management/projects-and-work/osp-number.htm>.

64.

Ide, M., Weisse, L.: Recommended appraisal guidelines for selecting born digital master programs for preservation and deposit with the Library of Congress. (2006).

65.

Eastwood, T.: Reflections on the goal of archival appraisal in democratic societies. *Archivaria*. 54, (2002).

66.

Booms, Hans: Society and the formation of a documentary heritage: Issues in the appraisal of archival sources. *Archivaria*. 24, (1987).

67.

Williams, Caroline: Studying reality: the application of theory in an aspect of UK practice. *Archivaria*. 62, (2006).

68.

Jenkinson, H.: The choice of records for preservation in wartime: some practical hints. In: *Selected writings of Sir Hilary Jenkinson* (1980).

69.

Mercer, H.: The National Archives appraisal policy: Background paper – the Grigg system and beyond. (2004).

70.

Schellenberg, T.R.: The appraisal of modern public records. *National Archives bulletin* 8. (1956).

71.

Duranti, Luciana: The concept of appraisal and archival theory. *American Archivist*. 57, (1994).

72.

Hackman, L.J.: The documentation strategy process: A model and a case study. *American Archivist*. 50, (1987).

73.

Cox, R.J.: The end of collecting: Towards a new purpose for archival appraisal. *Archival Science*. 2, (2002).

74.

Bearman, D., Lytle, R.: The power and principle of provenance. *Archivaria*. 21, (1985).

75.

Day, M.: The selection, appraisal and retention of digital scientific data: the ERPANET / CODATA workshop. *Ariadne*. (2004).

76.

Hull, F.: The use of sampling techniques in the retention of records: A RAMP study with guidelines. (1981).

77.

Foote, K.E.: To remember and forget: Archives, memory, and culture. *American Archivist*. 53, (1990).

78.

Cook, T.: We are what we keep: We keep what we are: Archival appraisal past, present and

future. *Journal of the Society of Archivists*. 32, (2011).

79.

Cook, T.: What is past is prologue: A history of archival ideas since 1898 and the future paradigm shift. *Archivaria*. 43, (1997).

80.

Samuels, H.W.: Who controls the past. *American Archivist*. 49, (1986).

81.

Momryk, Myron: "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, (2001).

82.

Yakel, Elizabeth: Archival representation. *Archival Science*. 3, (2003).

83.

Cook, T.: Archival science and postmodernism: New formulations for old concepts. *Archival Science*. 1, (2000).

84.

Nesmith, T., Society of American Archivists, Association of Canadian Archivists: Archival studies in English-speaking Canada and the North American rediscovery of provenance. In: *Canadian archival studies and the rediscovery of provenance*. Scarecrow Press, Metuchen, N.J. (1993).

85.

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

86.

Cook, Terry, Schwartz, Joan M: Archives, records and power: From (postmodern) theory to (archival) performance. *Archival Science*. 2, (2002).

87.

Miller, F.M.: Arranging and describing archives and manuscripts. Society of American Archivists, Chicago (1990).

88.

Goldman, R.: Derangement and Description: A chaotic little archives webcomic, <https://derangementanddescription.wordpress.com/>.

89.

Boles, F.: Disrespecting original order. *American Archivist*. 45, (1982).

90.

Cook, Terry: Fashionable nonsense or professional rebirth: Postmodernism and the practice of archives. *Archivaria*. 51, (2001).

91.

Clanchy, M.T.: From memory to written record: England 1066-1307. Wiley-Blackwell, Oxford (2013).

92.

Meehan, J.: Making the Leap from Parts to Whole: Evidence and Inference in Archival Arrangement and Description. *American Archivist*. 72, (2009).

93.

Muller, S., Feith, J.A., Fruin, R.: Manual for the arrangement and description of archives. Wilson, New York (1968).

94.

Schellenberg, T.R.: Modern archives: principles and techniques. Society of American Archivists, Chicago (2003).

95.

Anchor, R.: 'More product less process': method, madness or practice? Archives & Records. 34, (2013).

96.

Brothman, Brien: Orders of value: Probing the theoretical terms of archival practice. Archivaria. 32, (1991).

97.

Macneil, Heather: Picking our text: Archival description, authenticity, and the archivist as editor. American Archivist. 68, (2005).

98.

Dwiggins, D.M.: Putting the 'Where' in the Archives: Internet Mapping and Archival Records,
<http://web.archive.org/web/20130411082237/http://www.librarystudentjournal.org/index.php/lsj/article/view/112/275>.

99.

Parker, Elizabeth: Records life cycle structure study,
<https://web.archive.org/web/20110126043435/http://www.jisc.ac.uk/publications/generalpublications/2002/recordssrlstructure.aspx#B>, (2002).

100.

Wells, E.: Related Material – The Arrangement and Description of Family Papers. *Journal of the Society of Archivists*. 33, 167–184 (2012).
<https://doi.org/10.1080/00379816.2012.722528>.

101.

Duff, W., Harris, V.: Stories and names: Archival description as narrating records and constructing meanings. *Archival Science*. 2, (2002).

102.

Cook, T.: The concept of the archival fonds in the post-custodial era: Theory, problems and solutions. *Archivaria*. 35, (1993).

103.

Millar, Laura: The death of the fonds and the resurrection of provenance: Archival context in space and time. *Archivaria*. 53, (2002).

104.

Horsman, Peter: The last dance of the phoenix, or the re-discovery of the archival fonds. *Archivaria*. 54, (2002).

105.

Hurley, C.: The making and keeping of records: (1) What are finding aids for. *Archives and Manuscripts*. 26, (1998).

106.

Duranti, L.: Origin and development of the concept of description. *Archivaria*. 35, (1993).

107.

Bearman, D., Lytle, R.: The power and principle of provenance. *Archivaria*. 21, (1985).

108.

Scott, P.J.: The record group concept: A case for abandonment. *American Archivist*. 29, (1966).

109.

International Dunhuang Project: The Silk Road online, <http://idp.bl.uk/>.

110.

Duchemin, Michel: Theoretical principles and practical problems of respect des fonds in archival science. *Archivaria*. 16, (1983).

111.

Cook, Terry: What is past is prologue: A history of archival ideas since 1898 and the future paradigm shift. *Archivaria*. 43, (1997).

112.

Beattie, Heather: Where narratives meet: Archival description, provenance, and women's diaries. *Libraries and the Cultural Record*. 44, (2009).

113.

Kaplan, Deborah, Sauer, Anne, Wilczek, Eliot: Archival description in OAI-ORE. *Journal of Digital Information*. 12, (2011).

114.

Yakel, Elizabeth: Archival representation. *Archival Science*. 3, (2003).

115.

Hensen, S.L.: Archives, personal papers, and manuscripts: a cataloging manual for archival repositories, historical societies, and manuscript libraries. [Manuscript Division, Library of Congress], Washington, D.C. (1983).

116.

Miller, F.M.: Arranging and describing archives and manuscripts. Society of American Archivists, Chicago (1990).

117.

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

118.

Weber, L.B.: Record Formatting: MARC AMC. In: Describing Archival Materials: The Use of the Marc AMC Format. Routledge (1990).

119.

Australian Society of Archivists. Committee on Descriptive Standards: Describing archives in context: a guide to Australian practice. Australian Society of Archivists, Committee on Descriptive Standards, [S.I.] (2005).

120.

Peters, V.: Developing archival context standards for functions in the higher education sector. Journal of the Society of Archivists. 26, (2005).

121.

Bunn, J.: Developing descriptive standards: a renewed call to action,
<http://www.tandfonline.com/doi/pdf/10.1080/23257962.2013.830066>, (2013).

122.

EAD Working Group: Development of the encoded archival description DTD, <http://www.loc.gov/ead/eaddev.html>, (1998).

123.

van Ballegooie, M., Duff, W.: 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>, (2006).

124.

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

125.

Goss, S.: Facilitating access to archival material: The creation of EAD records for the online archive of California. *PNLA Quarterly*. 77, (2013).

126.

Gateway to Archives of Scottish Higher Education (GASHE): GASHE standard for creating activity descriptions, <http://www.gashe.ac.uk/about/standard.html>, (2006).

127.

Archives and Records Association: Guide to standards, <http://www.archives.org.uk/si-dsg/guide-to-standards.html>.

128.

Stevenson, A, Stevenson, J: Lifting the lid on linked data: Linked data and the LOCAH project, <http://locah.archiveshub.ac.uk/tag/modelling/>, (2011).

129.

Hooland, S. van, Verborgh, R.: Linked data for libraries, archives and museums: how to clean, link and publish your metadata. Facet Publishing, London (2014).

130.

Shepherd, Elizabeth, Pringle, R: Mapping descriptive standards across domains: A comparison of ISAD(G) and SPECTRUM. Journal of the Society of Archivists. 23, (2002).

131.

Procter, M., Cook, M.: Manual of archival description. Routledge, Abingdon, Oxon (2016).

132.

Anarchivist: My Journey With Encoded Archival Description,
<https://www.youtube.com/watch?v=IbRjil4yeDU>, (14)AD.

133.

Yeo, Geoffrey: 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>, (2008).

134.

Walch, V. I: Standards for archival description: A handbook,
<http://www.archivists.org/catalog/stds99/>, (1994).

135.

The Society of American Archivists: Statement of principles for the CUSTARD Project,
<http://www.archivists.org/news/custardproject.asp>.

136.

Ruch, A.: 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=AOvVaw0GIbaBDDhoYV1f21p8TL0S.

137.

Shepherd, Elizabeth, Smith, C: The application of ISAD(G) to the description of archival datasets. *Journal of the Society of Archivists*. 21, (2000).

138.

Hurley, C.: 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*. National Archives of Australia, Parkes.

139.

Caswell, M.: Using classification to convict the Khmer Rouge. *Journal of Documentation*. 68, 162-184 (2012). <https://doi.org/10.1108/00220411211209177>.

140.

Zhang, J., Mauney, D.: When archival description meets digital object metadata: A typological study of digital archival representation. *The American Archivist*. 76, (2013).

141.

Mortimer, I: ARCHON and the indexes to the National Register of Archives: Past, present and future. *Program: Electronic Libraries and Information Systems*. 33, (1999).

142.

N2T: Archival resource key (ARK) identifiers, http://n2t.net/e/ark_ids.html.

143.

Getty Research Institute: Art and architecture thesaurus online,
<http://www.getty.edu/research/tools/vocabularies/aat/index.html>, (2000).

144.

W3C: Date and time formats, <http://www.w3.org/TR/NOTE-datetime>, (1997).

145.

Local Government Association: Integrated public sector vocabulary,
<https://standards.esd.org.uk/?uri=list%2Fsubjects>.

146.

International Council on Archives: 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>, (2011).

147.

Library of Congress: Library of congress authorities, <http://authorities.loc.gov>.

148.

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

149.

Davidson, J: Persistent identifiers,
<http://www.dcc.ac.uk/resources/briefing-papers/introduction-curation/persistent-identifiers>, (2006).

150.

Cox, E, Czechowski, L: Subject access points in the MARC record and archival finding aid: Enough or too many? Journal of Archival Organization. 5, (2007).

151.

Ribeiro, F: 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, (1996).

152.

DOI: The DOI system: Factsheets, <http://www.doi.org/factsheets.html>, (2011).

153.

Vitali, S: 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.

154.

University of London Computer Centre: UK archival thesaurus, <http://www.ukat.org.uk/>.

155.

UNESCO: UNESCO thesaurus, <http://databases.unesco.org/thesaurus/>.

156.

Garrod, P: Use of the UNESCO thesaurus for subject indexing at UK NDAD. Journal of the Society of Archivists. 21, (2000).

157.

Corporation for National Research Initiatives: Welcome to the handle system, <http://www.handle.net>.

158.

Higgins, Richard: A case study of EAD implementation at Durham University Library Archives and Special Collections. *Archives and Museum Informatics*. 12, (1998).

159.

Society of American Archivists: A different kind of web: new connections between archives and our users. Society of American Archivists, Chicago (2011).

160.

Morris, L: Developing a cooperative intra-institutional approach to EAD implementation: The Harvard/Radcliffe digital findings aids project. *American Archivist*. 60, (1997).

161.

EAD Working Group: Development of the encoded archival description DTD, <http://www.loc.gov/ead/eaddev.html>, (1998).

162.

Hill, Amanda, Stocking, William, Higgins, Sarah: Different strokes for different folks: Presenting EAD in three UK online catalogues. *Journal of Archival Organization*. 183–195 (2006).

163.

Kiesling, K: EAD as an archival descriptive standard. *American Archivist*. 60, (1997).

164.

Encoded Archival Context Working Group: Encoded archival context: Corporate bodies, persons and families, <http://eac.staatsbibliothek-berlin.de/>, (2011).

165.

Pitti, Daniel: Encoded Archival Description. An introduction and overview. D-Lib Magazine. 5, (1999).

166.

Stocking, William, Queyroux, F: Encoding across frontiers. Journal of Archival Organization 3 (2/3) (2004).

167.

EAD Working Group: Encoded archival description tag library version 2002 - EAD technical document No. 2, <http://www.loc.gov/ead/tglib/index.html>, (2002).

168.

Johnston, D: From typescript finding aids to EAD (Encoded Archival Description). A university case study. Journal of the Society of Archivists. 22, (2001).

169.

Committee of Inquiry into the Changing Learner Experience: Higher education in a Web 2.0 world. (2009).

170.

Bouché, Nicole: Implementing EAD in the Yale University Library. American Archivist. 60, (1997).

171.

Higgins, S., Inglis, G.: Implementing EAD: the experience of the NAHSTE project. Journal of the Society of Archivists. 24, 199-214 (2003).
<https://doi.org/10.1080/0037981032000127052>.

172.

Fox, M: Implementing encoded archival description: An overview of administrative and

technical considerations. *American Archivist*. 60, (1997).

173.

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

174.

EAD Practices Working Group: Library of Congress Encoded Archival Description best practices. (2008).

175.

Miller, D.R., Clarke, K.S., ebrary, Inc: Putting XML to work in the library: tools for improving access and management. American Library Association, Chicago (2004).

176.

RLG EAD Advisory Group: RLG best practice guidelines for encoded archival description. (2002).

177.

Hajo, C: 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/>, (2009).

178.

Prom, Chris: The EAD cookbook. A survey and usability study. *American Archivist*. 65, (2002).

179.

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

180.

Daines, J.G., Nimer, C.L.: The Interactive Archivist,
<http://interactivearchivist.archivists.org/>.

181.

Sweet, Meg: The internationalisation of EAD (Encoded Archival Description). *Journal of the Society of Archivists*. 22, (2001).

182.

Theimer, K.M.: *Web 2.0 tools and strategies for archives and local history collections*. Facet, London (2010).

183.

Stockdale, R.: The retrospective conversion of the British Library manuscripts catalogues: A description of the project. *Journal of the Society of Archivists*. 21, (2000).

184.

Tennant, R.: *XML in libraries*. Neal-Schuman Publishers, New York (2002).

185.

Godby, C.J., Young, J.A., Childress, E.: *A Repository of Metadata Crosswalks*,
<http://www.dlib.org/dlib/december04/godby/12godby.html>, (2004).
<https://doi.org/10.1045/december2004-godby>.

186.

Archives and Records Council Wales: *Archives Network Wales project evaluation: Results of a user survey*, July-August 2005. (2005).

187.

Kingsley, Nick: Archives Task Force Discussion paper 3: The Electronic "National Archives Network". (2003).

188.

Hill, Amanda: Bringing archives online with the Archives Hub. Journal of the Society of Archivists. 23, (2002).

189.

Home, Rebecca: Crowdsourcing brings historical archive online,
<http://blogs.wsj.com/photojournal/2011/10/20/crowdsourcing-brings-historical-archive-online/>, (2011).

190.

Holley, Rose: Crowdsourcing: How and why should libraries do it? D-Lib Magazine. 16, (2010).

191.

Holley, Rose: Crowdsourcing strategies for archives,
<http://www.slideshare.net/RHmarvellous/naa-archives-20-week-roseholleycrowdsourcingnov-2010>, (2010).

192.

Europeana: Think Culture: Europeana: Think culture: Strategic plan 2011-2015. (2012).

193.

Europeana: Think Culture: Explore Europe's cultural collections,
<http://www.europeana.eu/portal/>.

194.

Alexander, Martha Latika, Gautam, J.N: Interoperability and open archives initiative protocol for metadata harvesting (OAI-PMH). (2004).

195.

Archives Task Force: Listening to the past, Speaking to the future: Report of the Archives Task Force. (2004).

196.

Chan, L, Zeng, M: Metadata interoperability and standardization: a study of methodology part 1: Achieving interoperability at schema level. D-Lib Magazine. 12, (2006).

197.

Zeng, M, Chan, L: Metadata interoperability and standardization - A study of methodology part II: Achieving interoperability at the record and repository levels. D-Lib Magazine. 12, (2006).

198.

Day, Michael: Metadata mapping between metadata formats, <http://www.ukoln.ac.uk/metadata/interoperability/>, (2002).

199.

Stevenson, Jane,, Ruddock, Bethan: Moving towards interoperability: Experiences of the Archives Hub. Ariadne. 63, (2010).

200.

Craig, Barbara L.: Perimeters with fences? Or thresholds with doors? Two views of a border. American Archivist. 66, (2003).

201.

Hill, Amanda: Serving the invisible researcher: meeting the needs of online users. Journal

of the Society of Archivists. 25, (2004).

202.

Holley, Rose: Stories to tell: The making of our digital nation,
http://www.youtube.com/watch?v=a19icvJO_HE, (2010).

203.

Online Archive of California: The Online Archive of California (OAC) Project: A prototype
union database of encoded archival finding aids, 1998,
<http://sunsite.berkeley.edu/FindingAids/uc-ead/>, (1998).

204.

Mildren, Rob: The Scottish Archive Network Project evaluation report. (2004).

205.

UK Archives Discovery Network: UKAD: Promoting archives discovery for the benefit of
researchers, <https://web.archive.org/web/20160322095757/http://www.ukad.org/>.

206.

Yeo, Geoffrey: Understanding users and use: A market segmentation approach. Journal of
the Society of Archivists. 26, (2005).

207.

George Washington University: University writing class remembers holocaust victims,
<http://gwtoday.gwu.edu/university-writing-class-remembers-holocaust-victims>, (2010).

208.

ArchivalSoftware, <http://archivalsoftware.pbworks.com/w/page/13600254/FrontPage>.

209.

Spiro, L.: 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, (2009).

210.

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

211.

CDL Digital Special Collections: 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, (2009).

212.

Shapley, M.: 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>, (2014).

213.

National Information Standards Organization (NISO): A framework of guidance for building good digital collections, 3rd edition, <https://www.niso.org/sites/default/files/2017-08/framework3.pdf>, (2007).

214.

Stobo, Victoria: 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>, (2013).

215.

Padfield, T., Post, J.B., Great Britain. Public Record Office: Copyright for archivists and users of archives. Public Record Office, Richmond, Surrey (2001).

216.

National Library of New Zealand: Creating a digital New Zealand: New Zealand's digital content strategy,
<http://www.itu.int/wsis/stocktaking/docs/activities/1211236218/DigitalContentStrategy.pdf>.

217.

Smith, L., Rowley, J.: Digitisation of local heritage: Local studies collections and digitisation in public libraries. *Journal of Librarianship and Information Science*. 44, 272–280 (2012).
<https://doi.org/10.1177/0961000611434760>.

218.

Wajon, Scott: Digitisation workflow, <https://www.youtube.com/watch?v=Y8MliMunVVg>, (2012).

219.

Hughes, L., Green, D.: Digitizing collections: strategic issues for the information manager. Facet, London (2002).

220.

Dunning, A.: Digitizing the past: next steps for public sector digitization. In: *Digital Information: Order or Anarchy?* pp. 117–132. Facet Publishing (2009).

221.

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

222.

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

223.

Barry, L., Tedd, L.A.: Local studies collections online: an investigation in Irish public libraries. Program. 42, (2008).

224.

Daniel, I.: New digitisation workflow proposal, http://dev.llgc.org.uk/wiki/images/b/b8/New_WF_proposal_v1.1.pdf, (2009).

225.

Bu

low, A., Ahmon, J., Spencer, R., National Archives (Great Britain): Preparing collections for digitization. Facet, in association with the National Archives, London (2011).

226.

Riley, Jenn: Seeing standards: A visualization of the metadata universe, <http://jennriley.com/metadatamap/>, (2010).

227.

Stratton, Barbara: Seeking new landscapes: A rights clearance study in the context of mass digitisation of 140 books published between 1870 and 2010. (2010).

228.

Vogt-O'Connor, D.: Selection of materials for scanning. In: Sitts, M.K. (ed.) Handbook for digital projects: a management tool for preservation and access (2000).

229.

University of Nottingham: The Wollaton Library Collection episode 3: Digitisation, <https://www.youtube.com/watch?v=2LznschQXH0>, (2012).

230.

Padfield, T.: What is copyright? In: Copyright for archivists and records managers. Facet Publishing, London (2019).

231.

Edina Data Centre: What is metadata?, <http://www.youtube.com/watch?v=96ncNPpohjo>, (2011).

232.

Hughes, L.: Why digitize? The costs and benefits of digitization. In: Digitizing collections: strategic issues for the information manager. pp. 4-30. Facet, London (2002).

233.

McGovern, N.Y.: A Digital Decade: Where Have We Been and Where Are We Going in Digital Preservation? RLG DigiNews. 11, (2007).

234.

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

235.

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

236.

Digital Curation Centre: Curation Reference Manual | Digital Curation Centre,
<http://www.dcc.ac.uk/resources/curation-reference-manual>.

237.

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

238.

Harvey, D.R.: *Digital curation: a how-to-do-it manual*. Facet, London (2010).

239.

Rusbridge, C.: Excuse Me... Some Digital Preservation Fallacies? *Ariadne*. (2006).

240.

Brown, A.: *Practical digital preservation: a how-to guide for organizations of any size*. Facet Publishing, London (2013).

241.

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

242.

Consultative Committee for Space Data System Practices: *Reference model for an open archival information system (OAIS)*, <https://public.ccsds.org/pubs/650x0m2.pdf>, (2012).

243.

Blue Ribbon Task Force: *Sustainable Economies for a Digital Planet: Ensuring Long-Term Access to Digital Information*, <https://discovery.ucl.ac.uk/id/eprint/19116/1/19116.pdf>, (2010).

244.

Lavoie, Brian F: Technology watch report: The Open Archival Information System Reference Model: Introductory guide, 2nd Edition, <http://dx.doi.org/10.7207/twr14-02>, (2014).

245.

Higgins, S.: The DCC curation lifecycle model. *The International Journal of Digital Curation*. 3, 134–140 (2008).

246.

Currall, J., Johnson, C., McKinney, P.: The world is all grown digital.... How shall a man persuade management what to do in such times? *International Journal of Digital Curation*. 2, 12–28 (2007). <https://doi.org/10.2218/ijdc.v2i1.11>.

247.

Paradigm Project: Workbook on digital private papers, <http://www.paradigm.ac.uk/workbook/index.html>, (2008).