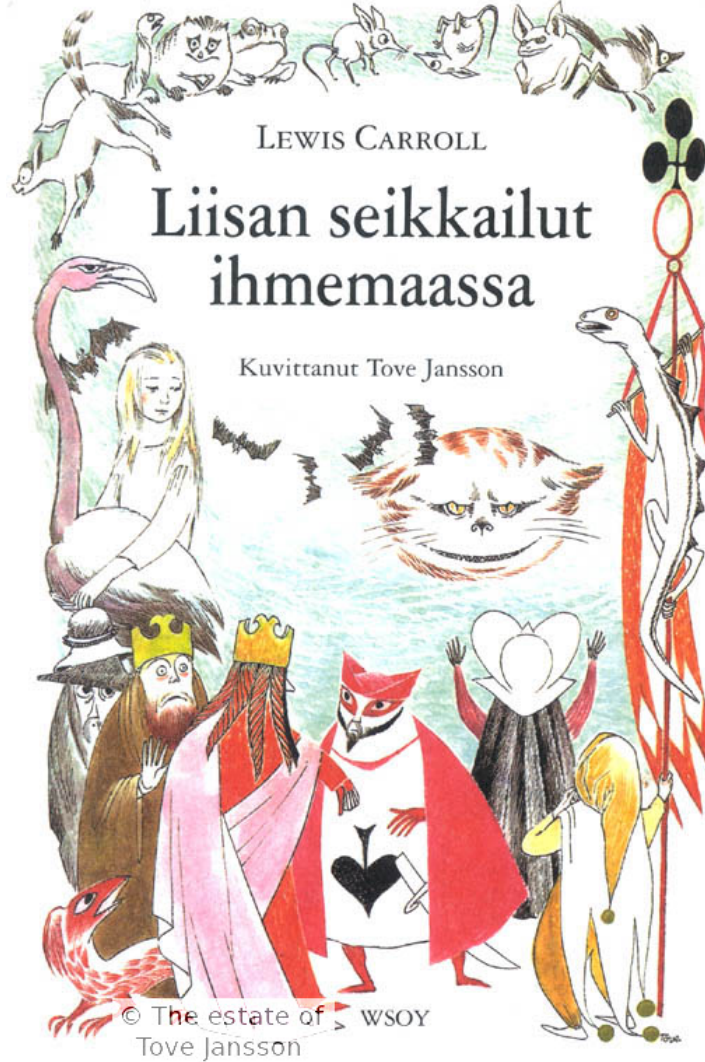


**Through the  
looking glass:  
does our  
metadata  
make sense?**





LEWIS CARROLL

# Liisan seikkailut ihmemaassa

Kuvittanut Tove Jansson

© The estate of WSOY  
Tove Jansson

# Ways of searching

- ❖ Quick, Google-style search
- ❖ Guided search, using facets and suggested words
- ❖ Browse and explore
- ❖ Precise search with several criteria

# Users' expectations

- ❖ Search once, in their own words
- ❖ Refine the search results and focus in
- ❖ Make sense of the metadata displayed
- ❖ Move easily around the website
- ❖ Find the information required or understand why it is not there

# Archival metadata (1)

## ISAD(G)-based archival hierarchy

Collection/fonds



Series



Item

# Example of ISAD(G) catalogue

Mullion School, Cornwall (fonds)



School admission registers (series)



Admission register, 1882-1897 (item)

# Archival metadata (2)

## Technical language

- ❖ journal
- ❖ day book
- ❖ cost book
- ❖ final concord
- ❖ stem book



# Archival metadata (3)



Sotalapset?

Evacuees?

Evacuation?



# Archival metadata (4)

Sveaborg, Viapori *or* Suomenlinna?

Ministry of Roads *or* Ministry of Transport?

National Children's Home *or* Action for  
Children?

John & Rodd Ltd *or* Rodd & Darke LLP?

# Bridging the divide

- ❖ Ontologies, vocabularies and controlled terms
- ❖ Descriptive rules
- ❖ Standardisation among partner organisations
- ❖ Clarify unclear metadata
- ❖ Review methodologies

# Managing the hierarchy

## Search on **Navy Board** and **Thomas Ley**

Context of this record [Browse by Reference](#)

All departments

- ↳ ADM - Records of the Admiralty, Naval Forces, Royal Marines, Coastguard, and related bodies
  - ↳ Records of the Navy Board and the Board of Admiralty
    - ↳ ADM 106 - Navy Board: Records
      - ↳ IN-LETTERS
        - ↳ Miscellaneous
          - ↳ ADM 106/491 - L. (Described at item level).

▶ ADM 106/491/113 - Captain Thomas Ley, the Duchess in Torbay. On Sir Cloudesley Shovell's orders he has...

# Alternative routes

The screenshot shows the homepage of the National Archives of Finland Portti website. The header features the logo 'ARKISTOJEN PORTTI' on the left, a search bar with 'Haku' and 'Hae' buttons, and navigation links for 'Historia', 'Näytä wikiteksti', 'Keskustelu', and 'Sivu'. A sidebar on the left offers 'Henkilökohtaiset työkalut' (Personal tools) with links for 'Kirjautu sisään', 'Portin kieliversiot' (Portin language versions) in 'Svenska' and 'Русский', and 'Päättämättä' (Not finished).

The main content area is titled 'Etusivu' (Homepage) and features a green banner with the text: 'Tervetuloa Arkistojen Porttiin! Portissa on tällä hetkellä 335 sivua.' Below this are logos for 'ARKISTOLAITOS', 'Helsingin kaupunki Tietokeskus', and 'SUOMEN URHEILUMUSEO'.

Three featured content boxes are displayed: 'Henkilöhistoriallisia lähteitä' (Personal historical sources) with a portrait of a man, 'Etsi aineiston perusteella' (Search by material) with an 'ABC' graphic, and 'Etsi aiheen perusteella' (Search by topic) with a collage of images.

At the bottom, there are two informational boxes: 'TIETOA PORTISTA' (Information about Portti) and 'ARKISTOT ESITTÄVÄT' (Archives presenting). The 'TIETOA PORTISTA' box includes the text: 'Kartuta tietojasi Portin tarkoituksesta ja mahdollisuuksista osallistua sen kehittämiseen.' and a list of links: 'Mikä Portti on?', 'Anna palautetta', and 'Osallistujan ohje'. The 'ARKISTOT ESITTÄVÄT' box includes the text: 'Arkistot esittelevät näytteitä aineistoistaan verkossa. Tutustu alla olevaan poimintaan tai katso kerralla enemmän!' and a list of links: 'Havainnoista kartaksi - kartoituksen ja maanmittauksen historiaa Suomessa', 'Valo merellä - Suomen majakat 1753-1906', and 'Etsi aiheen perusteella'.

National Archives of Finland Portti website

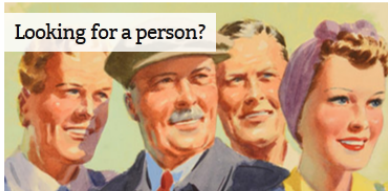
# Alternative routes

## Find research guides

Looking for a place?



Looking for a person?



Looking for a subject?

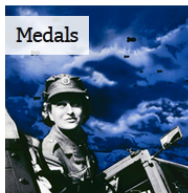


Research guides A-Z

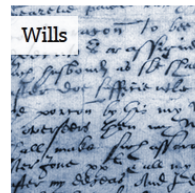


## Our online records >

Over 5% of our records have been digitised and are available to download. Browse this section to view some of our most popular online collections.



Medals



Wills



Navy



Air Force



Marines




View all  
collections

The National Archives of England & Wales


# Finna: searching by period

Collection highlights



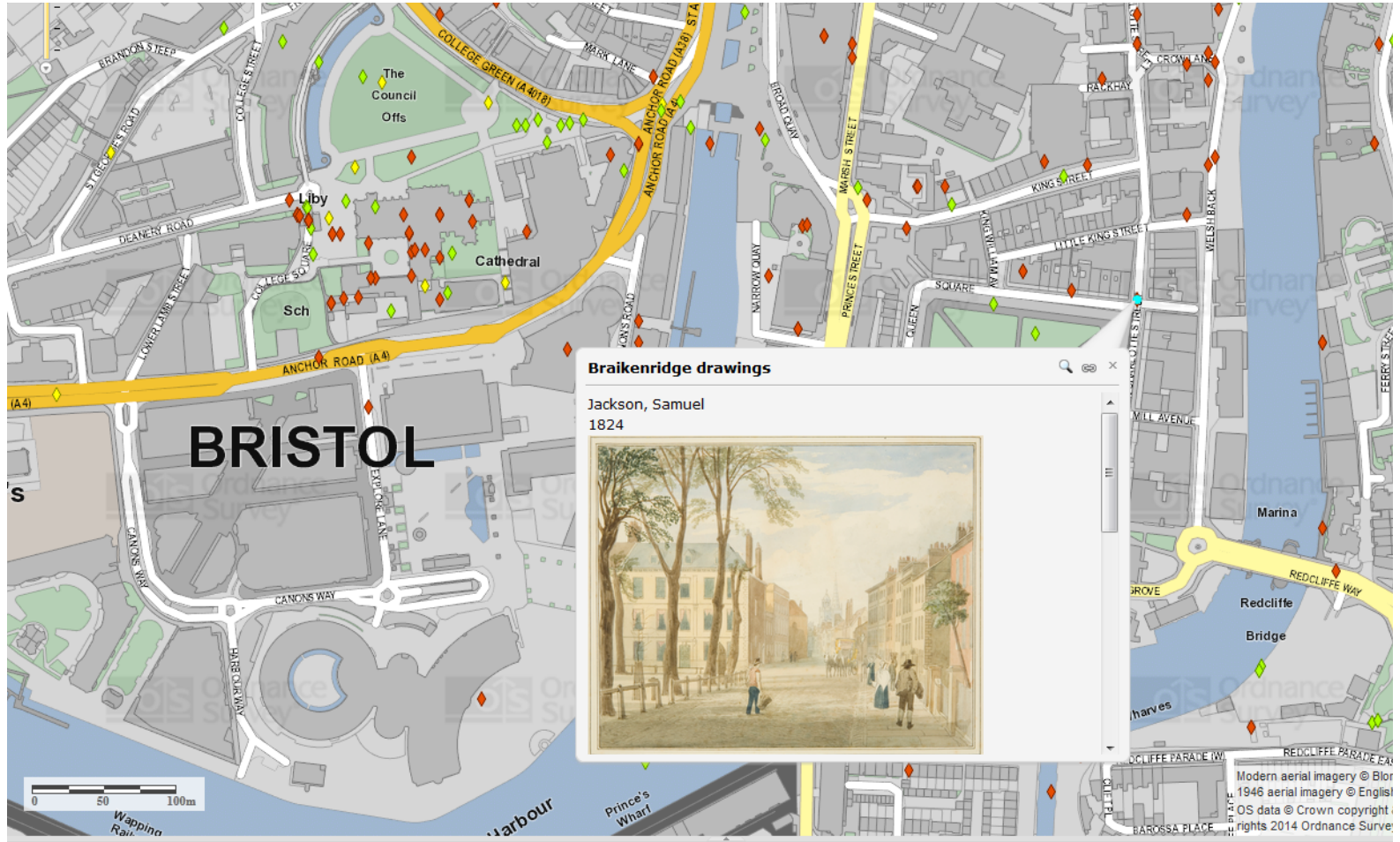
- Children's new media culture: babies on the net
- Publications of MTT Agrifood Research Finland
- History of public transport in Helsinki
- Pictures from Finland's Winter, Continuation and Lapland Wars

By narrowing your search by year, you can find images, books, objects, documents and other material from the past to the present.



1800 1825 1850 1875 1900 1925 1950 1975 2000

# Map-based access



Bristol City Council **Know Your Place** project

# How to progress?



Tools need created  
Lack of time and  
resources  
Scale of task



# Creating success

- ❖ Work together across cultural sector
- ❖ Share knowledge, resources and expertise
- ❖ Avoid duplicating tasks
- ❖ Work with users



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