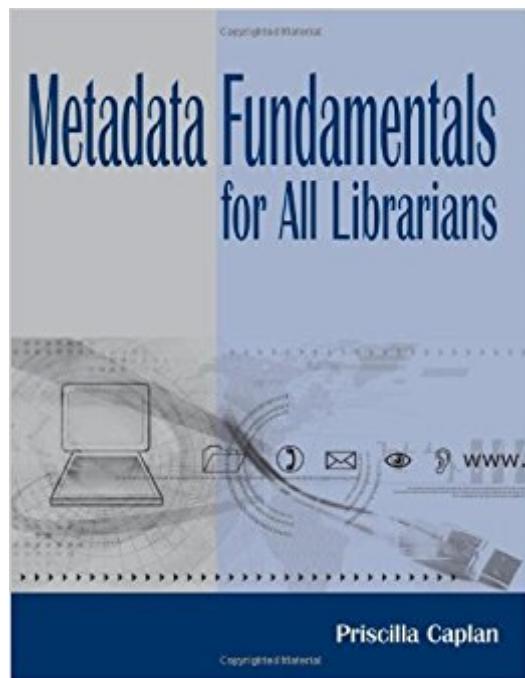The book was found

Metadata Fundamentals For All Librarians

Synopsis

Metadata, or "data about data", is used to organize and access information in an effective way. From cataloguing to organizing archives, metadata helps front-line librarians provide customers with a direct path to information. In this text, Priscilla Caplan presents a comprehensive description of the various forms of metadata, its applications, and how librarians can put it to work. Both descriptive and nondescriptive forms of metadata are defined (including the TEI Header, the Dublin Core, EAD, GILS, ONIX and the Data Documentation Initiative) and applied to actual library functions. Illustrations show how different forms of metadata look, the advantages and disadvantages, and where they're best applied in the library. Caplan seeks to provide an unbiased analysis of metadata forms, emerging forms, and current and future applications. She answers questions such as: how does using metadata enhance access?; how can metadata be used to organize and describe a variety of information formats, especially digital resources?; what are the different ways you can use metadata in your library?; and which form of metadata will be most appropriate for your collection?

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