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THE DTD EAG (Encoded Archival Guide)


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What is the *Censo Guía de Archivos de España e Iberoamérica*?

It is an Electronic Guide to Archives for Spain and Ibero America, providing online information relating to:

- Archive Institutions responsible for the custody and management of documentation. From this stance, this Electronic Guide is a Directory of Archives.
- Description of the documentation held at each Archive Institution at a Fonds and Collection(s) level.
- Description of the creators.
Work of International Scope Deriving from Cooperation

- At the beginning the objective of this project was focused on Spanish Archives.

- That scope has been expanded to other Archives in Ibero American countries (Colombia, Argentina, Bolivia, Costa Rica, Chile, El Salvador, Guatemala, Nicaragua, Paraguay, Venezuela, Brazil, Puerto Rico, Perú, Cuba and Mexico).

- At present more than 50,000 Archive Institutions are registered.
Dissemination Work

- A tool for the promotion of Cultural Content relating to Archives on the Internet.
- A framework and Gateway for interrelated information regarding Archive Institutions and fonds, that offer a global vision of the Hispanic archive situation, facilitating more detailed queries and searches.
- The possibility of linking from the Electronic Guide to other existing Internet resources (web sites, e-mails, videos relating to Archives, finding aids in electronic format, etc.).
Information and Data Structure Model (I)

- The importance of standards in a tool as archival descriptions comes from very diverse Institutions and countries.
- Descriptions of Archive Institutions, with a data structure prepared by States Archives of Spain. Creation of an XML DTD called EAG (Encoded Archival Guide).
• Descriptions for the fonds and collections managed in these Archives, with a data structure according to ISAD (G) 2nd ed. and to the DTD of XML/SGML EAD 2002.
Information and Data Structure Model (III)

- Description of creators according ISAAR (CPF) 2nd Edition Data structure. DTD XML/SGML EAC (Encoded Archival Context).

- The **Authority File** is shared with the PARES project.

- Interconnection of all these components.
System Functionalities

- In 2003 the on-line updating of platform information was implemented.
- This is a quantitative and qualitative leap in the process of updating information.
- A method of maintenance, addition and modification of Archive Institutions and fonds/collections.
Why EAG DTD?

- As professionals, we must answer questions of **What, Who** and **Where** on Internet and in a structured and standard way.

- We have standards to answer the question of **What** documentary resources we have custody of (ISAD-G; DTD EAD).

- Also from an archivist point of view we can answer the question **Who** is the corporate body, persons and family responsible for the creation of these records by providing contextual information (ISAAR-CPF; DTD EAC).

- And now we have also a standards to answer the question **Where**: the ISDIAH (International Standard for Describing Institutions with Archival Holdings). The DTD EAG has been one of the basic document for developing this recent standard.

- **ISDIAH and EAG, provide citizens with the practical information** related to custody repositories, they need quickly, clearly and adequately.
Why EAG DTD?

- The inclusion of 50,000 Archives and the possibility of updating this information on-line from numerous countries and Archive Institutions on the Platform of the *Censo Guía de Archivos* for Spain and Ibero America makes an exchange format in XML necessary.

- All of these factors made us come up with the idea of this simple DTD in XML called EAG (*Encoded Archival Guide*) that pragmatically solved the exchange of information related to the Archive Institution.
Why EAG DTD?

- **Important points:**

1. The EAG format is being used as a “fact” between Spain and Ibero America for the exchange of information related to the Archives as document custodial centres - successfully and without any problems.

2. Now that the International Standard for Describing Institutions with Archival Holdings is approved, the DTD EAG shall be modified and adapted to the new international standard.

3. We must work on establishing a mapping between EAG elements and attributes, with ISDIAH.
• EAG is a simple XML DTD (currently in version Alfa 0.2), which regulates the market from general information on Archive Institutions, providing an electronic format for the storage, publication and exchange of Archive Institutions representation.

• It is a DTD designed to operate as an XML DTD.

• It is a well-formed, valid XML document.
  • It respects the basic rules for XML syntax.
  • It meets the restrictions expressed.
The EAG DTD has been prepared by a working group of the Subdirección General de los Archivos Estatales (October 2001/July 2002): It adheres to the basic rules for XML syntax.

Essential Technical documents:
- EAG DTD
- Tag Library
1. ENCODED ARCHIVAL GUIDE <eag> </eag>:
It is the “wrapping” for an electronic description of the Archive Institution in accordance with the DTD EAG. It is a digital reference instrument that contains the elements and attributes necessary to provide information about the Archive, its history and formation, timetables and user services, etc. It is a mandatory element and is unrepeatable.

<table>
<thead>
<tr>
<th>EAG Element</th>
<th>EAG Attribute</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt;eag&gt;</td>
<td></td>
<td>The DTD EAG contains the elements and attributes needed for the complete description of the Archive Centres.</td>
</tr>
<tr>
<td></td>
<td>audience</td>
<td>This attribute indicates if it can be consulted by the general public or only internally, by personnel of the Subdirección General de Archivos Estatales.</td>
</tr>
</tbody>
</table>

The <eag> element is the external element of our DTD and is made up of:
1 element <eagheader> (mandatory and unrepeatable)
1 element <archguide> (mandatory and unrepeatable)
1.1 EAG HEADER <eagheader> </eagheader>:
This element contains all the information related to the creation of the description of the Archive Institution.

**ISDIAH**

5.6.1 Institution description identifier
5.6.2 Institution identifier
5.6.3 Rules and/or conventions used
5.6.4 Status
5.6.5 Level of detail
5.6.6 Dates of creation, revision or deletion
5.6.7 Language(s) and script(s)
5.6.8 Sources
5.6.9 Maintenance notes
1.2 ARCHIVAL GUIDE <archguide> </archguide>:
This element contains all the data related to the Archive that is being described:
• Identification data that makes it unique with respect to the other Archive Institution
• And the descriptive information about the Archive itself.

<table>
<thead>
<tr>
<th>EAG Element</th>
<th>EAG Attribute</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt;archguide&gt;</td>
<td></td>
<td>This element contains the Description of the Archive Itself. Names, location, data about access and people responsible for the Archive, history, documentation, ...</td>
</tr>
</tbody>
</table>

The element <archguide> is made up of:
1 element <identity> (mandatory and unrepeateable)
1 element <desc> (mandatory and unrepeateable)
1.2.1 Identity Area \texttt{<identity>}: 
It includes information related to the Archive identifier (country code ISO 3166-1 and Archive code); also about the authorised form of the Archive name, the parallel forms in case of multiple languages and the excluded forms of the name.

\textbf{ISDIAH}

5.1.1 Identifier  
5.1.2 Authorised form(s) of name  
5.1.3 Parallel form(s) of name  
5.1.4 Other form(s) of name
1.2.2. Description Area <desc> </desc>: Element that includes the descriptive information of the Archive Repository that is being registered.

<table>
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<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt;desc&gt;</td>
<td></td>
<td>This element contains the general description of the Archive Repository.</td>
</tr>
</tbody>
</table>

The element <desc> comprises:
1. element<archive> (mandatory and non-repeatable)
2. element<country> (mandatory and non-repeatable)
3. element<region> (optional and non-repeatable)
4. element<town> (optional and non-repeatable)
5. element<province> (optional and non-repeatable)
6. element<postal_code> (optional and non-repeatable)
7. or several elements<telephone> (optional and repeatable)
8. or several elements<fax> (optional and repeatable)
9. or several elements<email> (optional and repeatable)
10. element<webpage> (optional and non-repeatable)
11. element<time_table> (optional and non-repeatable)
12. element<access> (mandatory and non-repeatable)
13. element<repository> (optional and non-repeatable)
14. element<repository_guides> (optional and non-repeatable)
15. or several elements<repository_guides> (optional and repeatable)
16. or several elements<administration> (optional and repeatable)
17. element<building> (mandatory and non-repeatable)
18. element<extent> (mandatory and non-repeatable)
19. element<organization> (mandatory)
20. element<services> (mandatory)
21. element<documentation> (mandatory)
22. element<control_access> (optional)
23. element<notes> (optional)
1.2.2. Description Area <desc> </desc>: 
In order to establish the archive institution typology, this elements include access points that constitute various terms from controlled vocabularies

Basic element for search strategies in the Censo Guía de Archivos de España e Iberoamérica platform.

ISDIAH

5.1.5 Type of institution with archival holdings
1.2.2. Description Area <desc> </desc>:
Geographical or location details of the Archival Institution. This is one of the key elements for Search in the Censo Guía de Archivos de España e Iberoamérica.

ISDIAH

5.3.2 Geographical and cultural context
1.2.2. Description Area `<desc> </desc>`:
Contact details with the Repository.

**ISDIAH**

5.2.1 Location and address(es)
5.2.2 Telephone, fax, email
1.2.2. Description Area <desc> </desc>:
Details of access to the Archival Repository (public opening hours, information on free or restricted access).

**ISDIAH**

5.4.1 Opening times  
5.4.2 Conditions and requirements for access and use
1.2.2. Description Area `<desc> </desc>`:
Information referring to the Director or person responsible for the Archive Institution (surname, name, post or function, naming date).

**ISDIAH**

5.2.3 Contact persons
1.2.2. Description Area <desc> </desc>:
Elements that include the institutional history of the Archive, its creation date, its administrative structure and guides published.

ISDIAH

5.3.1 History of the institution with archival holdings
5.3.3 Mandates/Sources of authority
5.3.4 Administrative structure
5.3.5 Records management and collecting policies
5.3.7 Archival and other holdings
5.3.8 Finding aids, guides and publications
1.2.2. Description Area <desc> </desc>:
Elements that group together information on the Archive building (general characteristics of the building, area and storage capacity, capacity of research room, facilities for the handicapped etc.).

ISDIAH

5.3.6 Building(s)
5.4.3 Accessibility
1.2.2. Description Area `<desc> </desc>`:
The following elements provide information referring to the Technical Services offered by the Archive Institution: Restoration; Reproduction; Auxiliary library; Automation.

**ISDIAH**

5.5.1 Research services
5.5.2 Reproduction services
5.5.3 Public areas
1.2.2. Description Area `<desc> </desc>`:
The classification table of Archive Repository fonds and collections (for each fond or collection the ID code, level, title, date and volume or extension of the documentation is included).

Link with ISAD (G)/EAD

**ISDIAH**

Chapter 6. Relating Descriptions of Institutions with archival holdings
Conclusions:

- Obviously the mapping showed in this presentation is very superficial.

- It is necessary to introduce changes in EAG in order to adapt it perfectly to ISDIAH:
  1. To modify elements.
  2. To add elements.
  3. To group these elements in the Areas established in ISDIAH.
  4. To check attributes of the elements in order that the conformity with the aims and ISDIAH's rules could be complete.

- It would be desirable to prepare the new EAG version within a working group that is not exclusively Spanish.

- We also feel that EAG is a useful exchange format to APEnet, as the information about archival repositories is included in the basic archival contents proposed for offering on the Archives Portal Europe.
Conclusions:

- ISDIAH EAG DTD
- ISAD (G) EAD DTD
- ISAAR (CPF) EAC DTD

Institution with Archival Holdings

Fonds

Authority record

Collection

Authority file
Conclusions:
Thank you very much for your attention

http://censoarchivos.mcu.es/CensoGuia/portada.htm