Compound Objects don’t always mean Complex Problems:

Suggestions for Uploading your Files and Metadata into CONTENTdm

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TO THE MOST MIGHTIE AND MAGNIFICENT EMPRESSS EIZABETH, BY THE GRACE OF GOD QUEENE OF ENGLAND, FRANCE AND IRELAND DEFENDER OF THE FAITH &c.

The first Booke of the Faerie Queene.

Contayning

The Legend of the Knight of the Red Crosse,
OR
Of Holinesse.

O I the man, whose Muse whylome did maske,
As time her taught, in lowly Shepherds weeds,
Am now enforst a farre vnfitter taske,
For trumpets steme to chagne mine Oaten reeds:
And sing of Knights and Ladies gentle deeds,
Whose praises haueing flest in silence long,
Me, all too meane, the sacred Muse accedes
To blazon broade amongst her learned throng:
Fiere warres and faithfull loues shall moralize my song.

Her most humble

Servant:

Ed. Spenser.
Types of Compound Objects

- Documents
Types of Compound Objects

- Photographs

Also
- Postcards
- Books
- 3-dimensional objects
Parts of a Compound Object

• **Item**
  – a part of a compound object
  – may or may not have detailed metadata viewable in the “page description”

• **Object**
  – made up of different items
  – should have metadata associated with it that is viewable in the “document description”

• **Example: Edward M. Marsh Civil War Letter**
From
“Multiple Compound Object Wizard Training”
by Joe Tavares, DiMeMa Software Developer
Multiple Compound Object Import Methods

• Directory structure
  – Item and Object level metadata
  – Should always be used when you have item level metadata

• Object list
  – Use with a list of compound objects and metadata
  – Exported data from other applications
Separate Metadata & Files

• Catalog record (MARC) for items
  – Export MARC records from catalog and convert to Dublin Core using MARCEdit software.

• A database or spreadsheet created while processing a collection.
  – Access database of item-level processed photograph collection.
  – Excel spreadsheet with minimal metadata.
Example

• LSU University Archives Photograph Collection
  – 657 Items in collection
  – 185 are Compound objects
  – All records are in same Access database
Demo of University Archives Collection
Single Compound Object Import

• Choose the type of object you are importing
• Imports compound objects 1 at a time
• Supports item level metadata
• Difference between single and multiple CO importation:
  – Single – Object processed immediately after wizard is finished
  – Multiple – Object processed only when you click Finish
Example

- Faerie Queene Volume I
  - Over 600 pages in book
  - Organized by:
    - Volume
    - Book
    - Chapter (Canto?)
Single Compound Object Demo

- Importing a compound object with different items (pages)
- Adding metadata at the time of import, not using pre-existing data
- Using the Template Creator
Handout and Questions?

IMPORTANT TO THE PUBLIC HEALTH!

DRINK ONLY PURE WATER.

Animal Organisms in New Orleans Cistern Water.

Filter Complete.
Compound Object Tips

• Organize your files with uploading in mind
• Name files with the item/object title
  – Civil War Letter, 1862
  – Cdm0001_Civil War Letter, 1862
• Upload small batches
• Make sure folder names and data in the first column match