



LEAF - Linking and Exploring Authority Files

IST-2000-26323

Project Guide

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Introduction

1.1 Scope

This document is the Project Guide prepared for the Project LEAF (Linking and Exploring Authority Files; project number IST-2000-26323). This document was produced under Work Package 1.1 (*Administration Management*) of the current project.

This is the fourth issue of this document reflecting partner and project details as at the start of the project in March 2001.

In LEAF a model architecture will be developed for a distributed search system harvesting existing name authority information (persons and corporate bodies) aiming at automatically establishing a common name authority file relevant to the cultural heritage of Europe. The project results will be implemented by extending the MALVINE Search and Retrieval service whilst working closely with related standards bodies.

The purpose of this document is to provide all partners of the project with a summary of the critical points of the project Description of Work and as such various elements of the DoW are copied here.

The intended audience of this document is all project personnel.

2 Project Synopsis

It is a widely accepted fact that the importance and requirement of high quality authority file information is growing with the increasing communication between heterogeneous data and standardised information is highly desired. Libraries, archives, museums and documentation centers therefore put a special emphasis on authority file activities.

While several national name authority files exist in the libraries sector and attempts are currently made to link those national data files with each other, no national or international name authority file is presently used in libraries or in archives, museums and documentation centers and there is no standardised European name record format available.

The use of existing authority files generally is restricted to bigger organisations and to those institutions that have been or are participating in name authority file projects. Consequently the use of authority files is not very widespread, and smaller institutions use local files which cover their very special needs where the content is generally not known to other institutions. Public users at present hardly benefit from the existence of authority file information because they are generally not even aware of their existence.

A significant degree of research and development has been undertaken in the area of distributed virtual catalogue systems but none of these activities has attempted to consolidate the content of the data, with a view to this being used in harmony with the search and retrieval gateways. LEAF will provide a totally novel approach for solving this problem.

2.1 Objectives

In the LEAF project, a model architecture will be developed for a distributed search system harvesting existing name authority information (persons and corporate bodies) aiming at automatically establishing a common name authority file relevant to the cultural heritage of Europe. The project results will be implemented by extending the international online Search and Retrieval service network of OPACs resulting from the highly prestigious and successful MALVINE project that provides information about modern manuscripts and letters.

The MALVINE system will be extended with the LEAF model into a global multilingual and multimedia information service about persons and corporate bodies. The model architecture is intended to be applicable to other kinds of cultural/scientific objects and data, ensuring through the use of authority file information that the representation of the objects in question is one of high quality. The LEAF demonstrator will thus provide a valuable example of how dynamic user interaction with the cultural/scientific content can considerably enhance the user experience.

2.2 Innovation

It is planned to provide a model for a common authority file which is defined and created by real user queries. This novel approach takes into account for the first time that name authority information is the most important starting point for every activity concerning the documentation of European cultural heritage. The model also assumes that different preconditions that are applicable to smaller and bigger institutions but also the different regional or national practices are the most important obstacle against effective co-operation in any sector of work with the common European cultural heritage. The novel approach of LEAF therefore has to be shown in a very concrete application.

LEAF will be demonstrated in a search and retrieval context of data about modern manuscripts. This scenario will largely depend on the use of biographical information and/or information about corporate bodies. The user her/himself will not only benefit from the novel offer of LEAF but will also be able to

contribute to the existing information and thus enhance the quality of the same. Every users' query will automatically create a name record at the LEAF site that comprises the information of various available authority records about the same person/corporate body and additionally offers the information which institutions own relevant material and/or information related to that particular person/corporate body. The implicit information this newly created name record contains is that the particular person/corporate body was searched for. It therefore shows that this newly created name record is in fact of actual relevance. Thus a common name authority file will be built on the basis of what expert and public users are really asking for.

2.3 Measure of success

The measure of success of LEAF will be on the following criteria:

Technical:

to satisfy the technical system requirements of the demonstrator that will prove the technical design and approach taken.

Requirements:

to use a demonstration period of the project to measure the success of the user tests against initial pre-selected test criteria, and subsequent analysis.

Feedback:

to analyse feedback from users during the trial phase.

Dissemination and feedback:

to gauge the degree of interest in the project from other projects, communities, standards bodies etc.

The project will be conducted in three phases:

Phase 1: Requirements and analysis;

Phase 2: Software development and testing; and,

Phase 3: Evaluation and validation.

3 Project Partners

3.1 Participating Partners

The following table lists the project partners who are actively involved in the project.

Partner Name	Acronym	Status	Associated To	Country Code
Staatsbibliothek zu Berlin	SBB	Co-ordinating Partner		DE
Joanneum Research	JRS	Full Partner		AT
University of Bergen	UoB	Full Partner		NO
Crossnet Systems Ltd.	CNS	Full Partner		UK
Österreichische Nationalbibliothek	ÖNB	Full Partner		AT
Biblioteca Nacional	BN	Full Partner		PT
Biblioteca de Universidad Complutense de Madrid	UCM	Full Partner		ES
Swiss National Library	SNL	Associated Partner	SBB	CH
National and University Library, Ljubljana, Slovenia	NUK	Full Partner		SI
Institut Mémoire de l'Édition Contemporaine	IMEC	Full Partner		FR
Rijksarkivet	RA	Full Partner		SE
Deutsches Literaturarchiv	DLA	Associated Partner	SBB	DE
British Library	BL	Associated Partner	SBB	UK
Goethe- und Schiller-Archiv	GSA	Associated Partner	SBB	DE
Forschungsstelle und Dokumentationszentrum für Österreichische Philosophie	FDÖP	Associated Partner	JRS	AT

3.2 Sponsoring Partners

The following table lists the sponsoring partners who are involved in the project.

Partner Name	Acronym	Status	Country Code
K.G. Saur Verlag	KGS	Sponsoring Partner	DE
J.A. Stargardt Autographenhandlung	JAS	Sponsoring Partner	DE

Library of Congress	LOC	Sponsoring Partner	US
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3.3 Observing Partners

The following table lists the observing partners who are involved in the project.

Partner Name	Status	Country Code
Det Arnamagnæanske Institut, Copenhagen	Observing Partner	DK
Biblioteka Jagiellonska, Krakow	Observing Partner	PL
Biblioteca Nacional, Madrid	Observing Partner	ES
Biblioteca Nazionale Centrale di Roma, Rome	Observing Partner	IT
Bibliothèque nationale de France, Paris	Observing Partner	FR
CIMI - Consortium for the Computer Interchange of Museum Information	Observing Partner	US
Constantijn Huygens Instituut voor Tekstedities en Intellectuele Geschiedenis	Observing Partner	NL
Danish Bibliographic Centre, Copenhagen	Observing Partner	DK
Die Deutsche Bibliothek, Frankfurt am Main	Observing Partner	DE
DS Group Holdings Ltd., Nottingham	Observing Partner	UK
Franz-Michael-Felder-Archiv, Bregenz	Observing Partner	AT
Hungarian Academy of Science, Budapest	Observing Partner	HU
Jewish National & University Library, Jerusalem	Observing Partner	IL
National Documentation Centre, Athens	Observing Partner	GR
OCLC (Online Computer Library Center) Dublin, Ohio	Observing Partner	US
ODIS (Onderzoekssteunpunt en Databank Intermediaire Structuren in Vlaanderen)	Observing Partner	NL
Research Libraries Group (RLG), Mountain View	Observing Partner	US
Royal Library of Denmark, Copenhagen	Observing Partner	DK
University of Tartu	Observing Partner	EE
University of Virginia, Charlottesville	Observing Partner	US
Wiener Stadt- und Landesbibliothek, Wien	Observing Partner	AT
Archives de France, Paris	Observing Partner	FR
Grupo de Trabajo de Autoridades de Aragón, Spain	Observing Partner	ES

Partner Name	Status	Country Code
Biblioteka Uniwersytecka w Warszawie (Warsaw University Library)	Observing Partner	PL
Biblioteka Publiczna m.st. Warszawy (Warsaw Public Library)	Observing Partner	PL
ICCU, Istituto Centrale per il Catalogo Unico delle Biblioteche Italiane (Institute for the Union Catalogue of Italian Libraries)	Observing Partner	IT
Interparty, The British Library	Observing Partner	UK
Library of Congress, Washington	Observing Partner	USA
Koninklijke Bibliotheek, National Library of the Netherlands	Observing Partner	NL
Biblioteka Uniwersytecka, Uniwersytet Mikolaja Kopernika w Toruniu, Nicholas Copernicus University Library	Observing Partner	PL

4 Partner Contacts

The following contains a list of contact points for each participant in the project.

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5 Work Packages and Responsible Persons

5.1 LEAF Project - Work Packages

The following lists the LEAF project work packages:

Work package 1	Management and Administration Management
Work package 2	Dissemination and Concertation
Work package 3	Standards Representation
Work package 4	Data Representation Study
Work package 5.1	Model requirements Analysis
Work package 5.2	Focussing the model with authority file data
Work package 6	Functional Specifications of the Demonstrator
Work package 7	System Development and Preparation of Test Environment
Work package 8	Test of the Demonstrator
Work package 9	Model compatibility/ maintenance suite
Work package 10	Assessment and Evaluation
Work package 11	Technical Implementation Plan (Exploitation Planning)

5.2 Work Area Managers

The following lists the responsible Work package managers:

Work package 1	SBB
Work package 2	UCM
Work package 3	SBB
Work package 4	UoB
Work package 5.1	SBB
Work package 5.2	BN
Work package 6	JRS
Work package 7	JRS

Work package 8	NUK
Work package 9	CNS
Work package 10	SNL
Work package 11	CNS

6 Work Package Deliverables

In the tables below are summarised the deliverables (as stated in the Technical Annex) and also specific output from tasks as stated in the Technical Annex Work Package and Task descriptions.

Note that it is not possible at this stage of the project to accurately specify dates of the deliverables.

Del. no.	Deliverable name	WP no.	Lead participant	Del. type*	Security**	Delivery (proj. month)
D 1.1	Project Administration Documents	1	SBB	Spec.	Int.	3
	<i>Project Guide</i>	1.1				3
	<i>Consortium Agreement</i>	1.1				3
	<i>Quarterly progress reports</i>	1.1				throughout
D 1.2	Project Management Plan and Quality Assurance Plan	1	CNS	Spec.	FP5	3
D 1.3	Agenda and Minutes of Meetings	1	SBB	report	Int.	During the whole duration of the project
D 1.4	Final Report	1	SBB	report	Pub.	38
D 2.1	Project Presentation (web site etc)	2	SBB	Spec.	Pub.	1
D 2.2	Dissemination and Use Plan	2	UCM	Spec.	Pub.	6
	<i>Project presentation</i>	2.2				1
	<i>Public newsletters</i>	2.2				various
	<i>Public progress reports</i>	2.2				various
D 2.2	Dissemination and Use Plan	2	UCM	Spec.	Pub.	6
D 2.3	Dissemination Documents	2	RA	Spec.	Pub.	During the whole duration of the project
D 3.1	Standards Representation and Participation Manual	3	SBB	Spec.	Pub.	34
D 3.2	Metadata set and mappings	3	SBB	Spec.	Pub..	6.

D 3.3	Definition of Standards Cooperation and Participation	3	SBB	Spec.	Pub.	34
D 4.1	Report on a Recommended Name DTD	4	UoB	report	Pub.	6
D 4.2	Mapping between the name DTD and a name metadata set	4	UoB	Spec.	Pub.	22
D 4.3	Report on the XML encoding and conversion tools for the name data	4	UoB	report	Pub.	34
D 5.1	Model Requirements Analysis Document	5	SBB	Spec.	Pub.	8
	<i>MRAD - part 1</i>		<i>BN</i>			8
	<i>MRAD - part2</i>		<i>SBB</i>			8
	<i>MRAD - part 3</i>		<i>ÖNB</i>			8
	<i>MRAD - part 4</i>		<i>UCM</i>			8
D 5.2	Model Application Requirements Document	5	SBB	Spec.	Pub.	12
	<i>MARD - part 1</i>		<i>BN</i>			12
	<i>MARD - part 2</i>		<i>ÖNB</i>			12
	<i>MARD - part 3</i>		<i>RA</i>			12
	<i>MARD - part 4</i>		<i>SBB</i>			12
D 6.1	Coverage Matrix	6	JRS	Spec.	Pub.	15
D 6.2	Architectural Design Document	6	JRS	Spec.	Pub.	15
D 6.3	Interface Control Document	6	JRS	Spec.	Pub.	15
D 7.1-1	LEAF Core System	7	JRS	Prot.	Pub.	27
D 7.1-2	LEAF User Guide	7	JRS	Spec.	Pub.	27
D 7.2	Test Plan	7	ÖNB	Spec.	Pub.	22
D 7.3	Guidelines and training material	7	ÖNB	Spec.	Pub.	22
D 8	Test Report	8	NUK	report	Pub.	27
	<i>Test report - part 1</i>		<i>ÖNB</i>			27
	<i>Test report - part 2</i>		<i>NUK</i>			27
	<i>Test report - part 3</i>		<i>RA</i>			27
D 9.1	Model Compatibility Design	9	CNS	Spec.	Pub.	27

D 9.2	Model Compatibility System	9	CNS	Protot.	Pub.	27
D 10	Evaluation /Validation Document	10	SNL	report	Pub.	34
	<i>Evaluation/Validation - part 1</i>		<i>BN</i>			36
	<i>Evaluation/Validation - part 2</i>		<i>RA</i>			36
	<i>Evaluation/Validation - part 3</i>		<i>ÖNB</i>			36
D 11. 1	TIP	11	CNS	Spec.	Pub.	34

***Int. Internal circulation within project (and Commission Project Officer if requested)*
Rest. Restricted circulation list (specify in footnote) and Commission PO only
IST Circulation within IST Programme participants
FP5 Circulation within Framework Programme participants
Pub. Public document

7 Document Procedures

7.1 Document Naming Procedures

Documents produced for the LEAF project should have the name structure as follows:

type_organisation_version.doc

where:

type is the type of document, for example, URD for user requirements document,

organisation is the acronym of your organisation, eg SBB,

version is the version of the document, eg, 0,1

The .doc is the extension for the Microsoft Word word processor.

Note that project documents supplied to the project archive should be of the type rich-text-format, with the rtf extension.

7.2 Document Revisions Procedures

Pre-accepted documents should be labelled as 0,1 0,2 etc.

Documents approved by the PCC will be revised to 1,0 2,0 etc.

8 Project Contact Information

8.1 Mailing Lists

The LEAF project mailing list address is:

leaf@iis-list.joanneum.ac.at

The LEAF observer mailing list address is:

leaf-observers@iis-list.joanneum.ac.at

The JRS-Team mailing list address is:

iis-leaf@joanneum.at

8.2 Web Page

The address of the LEAF project Web page is

<http://www.leaf-eu.org>

8.3 LEAF Document Store (BSCW)

The LEAF document store for document exchange:

<http://iis-webwork.joanneum.at/bcsw/bcsw.cgi>