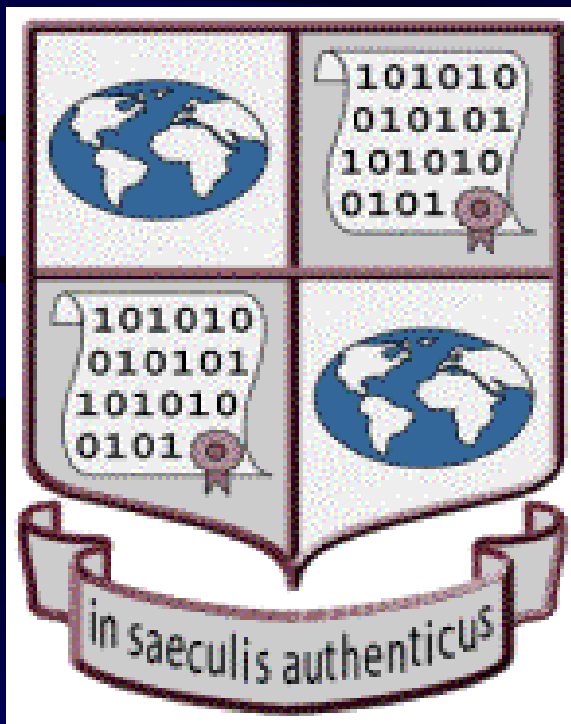


# The InterPARES Glossary





Jeanette  
**MACDONALD**  
Meloon **EDDY**



# Rose Marie

with  
RICHARD CRUICK  
KAREN MORSE, JAMES STEWART,  
ALAN MONTEGOMERY, JUDY GAY

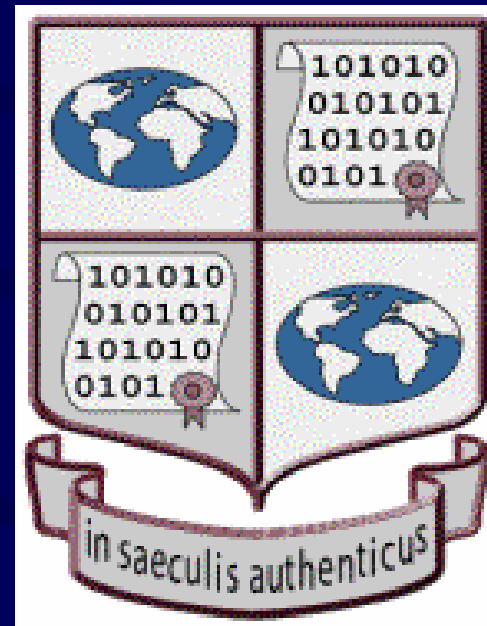
Directed by W. S. VAN DYKE  
Produced by Frank Capra

A Famous Players-Lasker Production



# InterPARES

- International
- Multi-disciplinary



# InterPARES Glossary

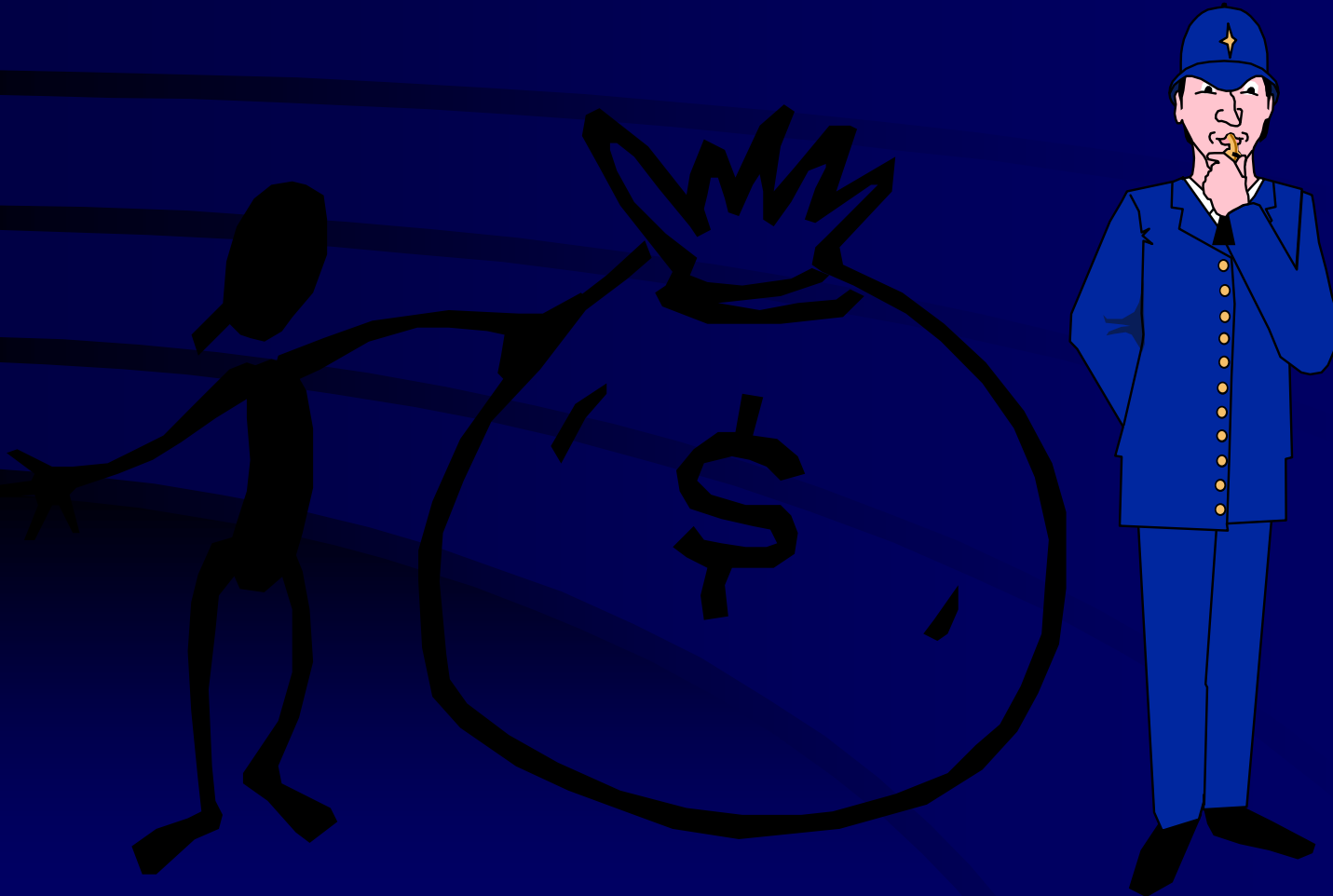
- A controlled vocabulary of terms used in the InterPARES research.

# InterPARES Glossary

- To facilitate the communication of ideas and findings by offering clear definitions
- To maintain consistency in the use of terminology within the project
- To ensure that the meanings of terms will be communicated effectively to the world outside the project.

# Problems of definition

# Recovery or reproduction?





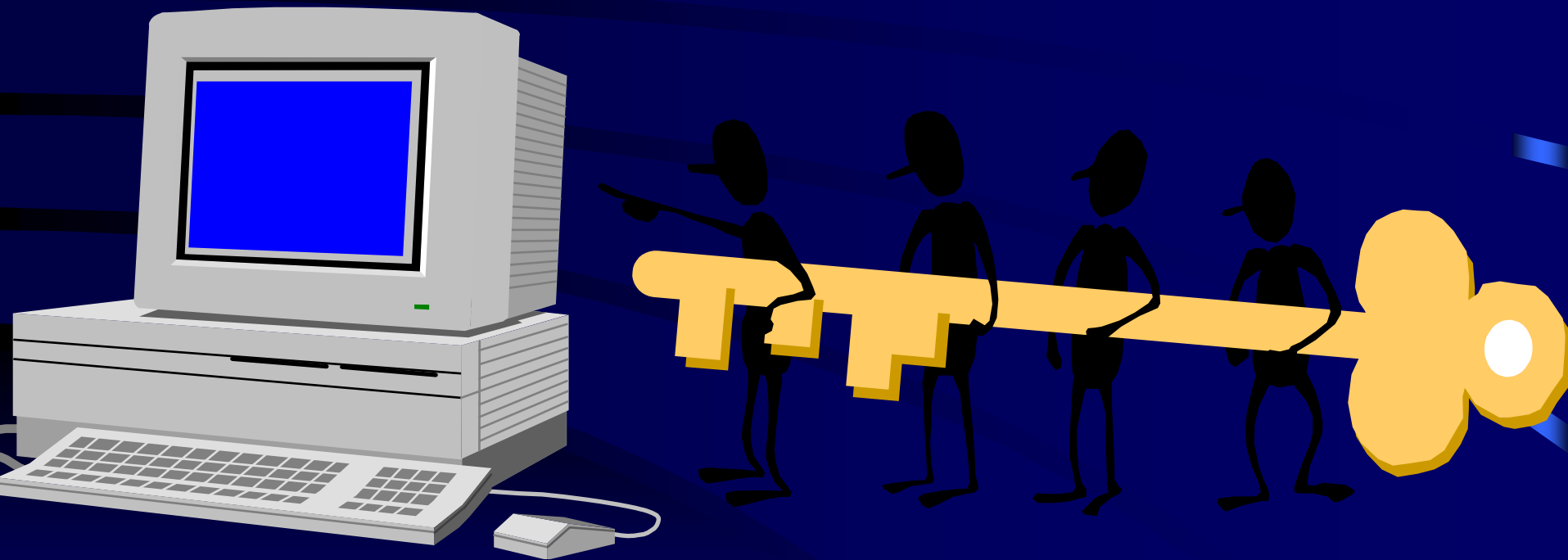
# Where are the records?



Where among the digital components are the record elements manifested?



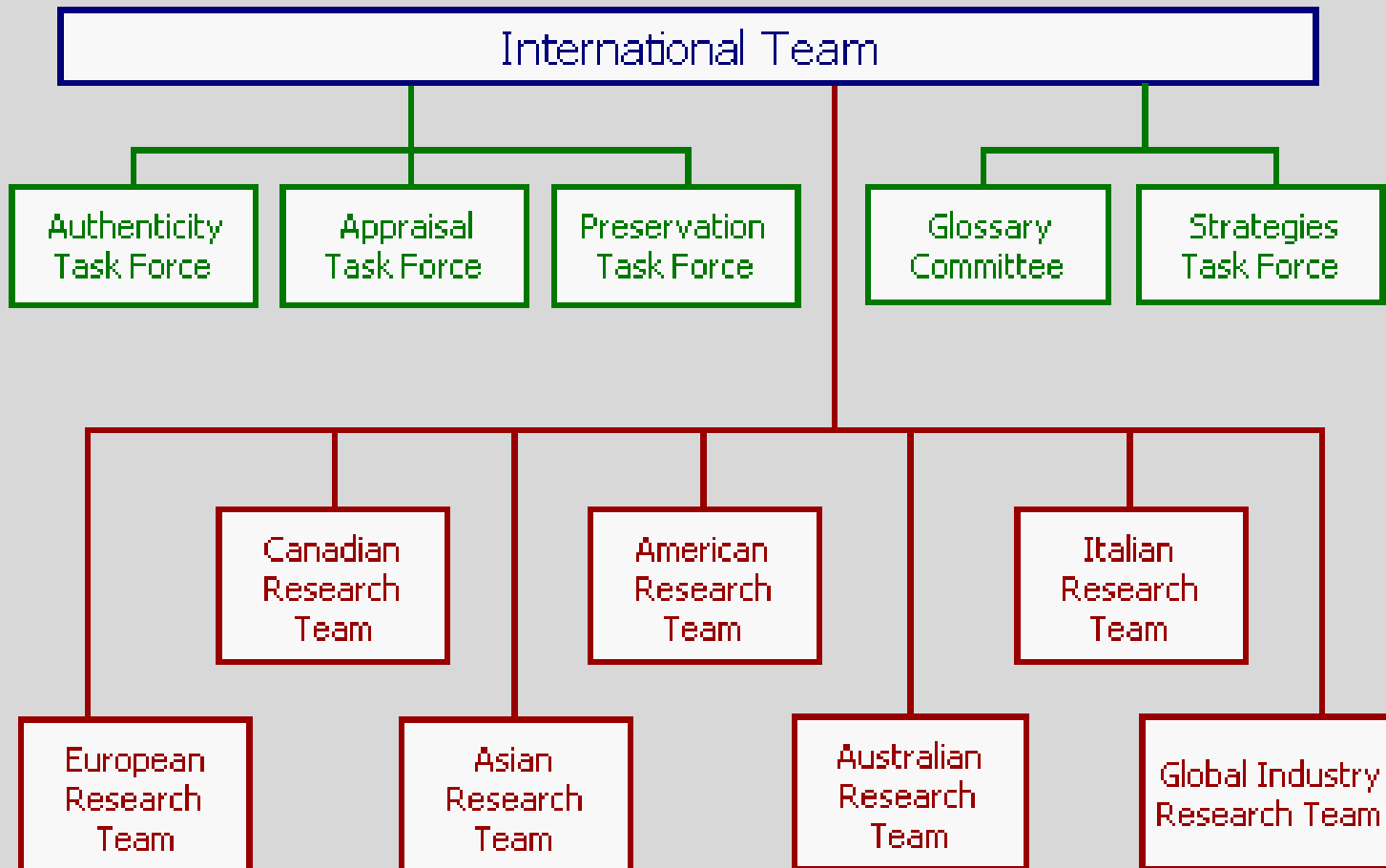
# Help required from other disciplines



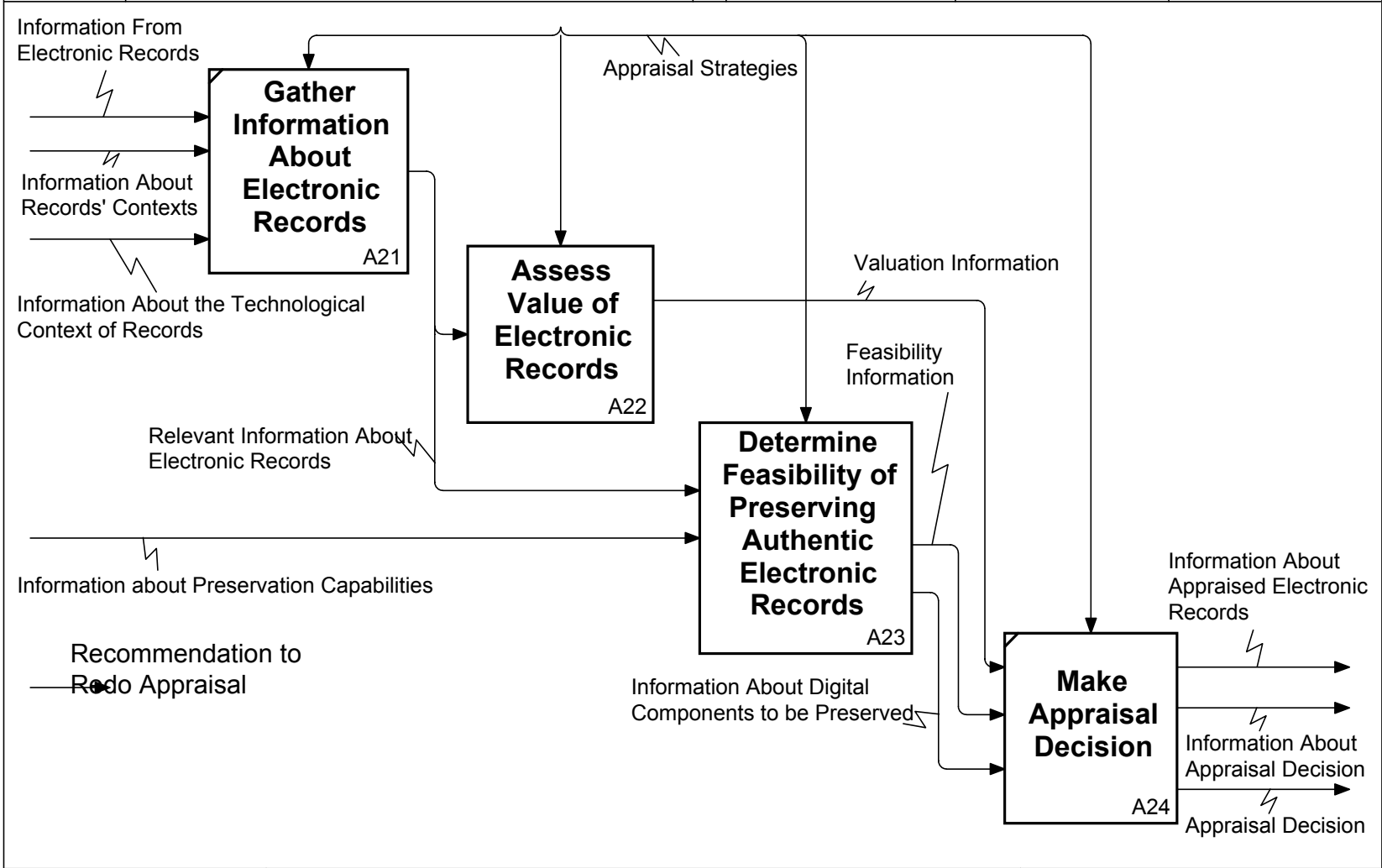
# Defining the task

- Diplomatic analysis
- IDEFØ  
(Integration definition for function modeling)

# InterPARES Project Organizational Structure



USED AT: Ottawa, April-May 2001	AUTHOR: ApTF	DATE: 05/05/2000	WORKING	READER	DATE	CONTEXT:  A0
	PROJECT: InterPARES Project	REV: 06/02/2001	DRAFT			
			RECOMMENDED			
	NOTES: 1 2 3 4 5 6 7 8 9 10		PUBLICATION			



NODE: A2	TITLE: Appraise Electronic Records	NUMBER: v.3.1
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# Glossary System

- Software applications to manage the workflow
- A set of procedures
- Glossary Committee
- Research Assistants
- System Administrator

# Glossary Committee

- Representative of the Authenticity Task Force
- Representative of the Appraisal Task Force
- Representative of the Preservation Task Force
- Project Director
- Neutral Chair
- Neutral Vice-chair



# Nomination Criteria

- Entity or concept that was key to understanding the research questions
- Specific to one discipline or sector and likely to be unfamiliar to researchers from another discipline or sector
- Conflicting definitions between disciplines
- Conflicting definitions within discipline
- Multiple meanings
- One or more synonyms
- Obscure word or phrase

# Workflow and procedures

- Term nominated, using *Term Proposal*, *Research and Nomination Form*, or *Term Record Revision Request*
- Posted to Glossary Forum
- Ten-day “quick-vote” period
- If no objection, term passes into *Glossary System* and is researched
- If objection indicated term discussed at next meeting of *Glossary Committee*

# Workflow and procedures

- Research and compliance with *Style Guidelines*
- RA recommendations added to *Term Proposal, Research and Nomination Form*
- Researched terms presented to Glossary Committee
- Second “quick-vote”
- Term added to *InterPARES Glossary*

# InterPARES Glossary

- Publication of InterPARES Glossary
- Maintenance of Term Records
- Prototype for compilation of InterPARES 2 Glossary?