DISMARC/ Europeana Audio Aggregation Platform FAQs

Who can contribute audio and catalogue data?
All European institutions owning digital audio and metadata are welcome to contribute their audio and data. Non-European archives are also welcome to contribute data where such content is of European relevance.

What kind of metadata do I need?
Your metadata should contain the elements necessary for inclusion in Europeana. Full details of the Europeana Semantic Elements specifications (ESE V3.2) are now obtainable online - contact us for details.

It doesn't matter what kind of database your archive operates, as long as it allows the export of data (for example as an Excel file or XML string). EuropeanaConnect stores a copy of this data. Your data will be then mapped to the general schema.

Can we deliver catalogue data only?
EuropeanaConnect aggregates audio for Europeana, thus only data including audio (either complete items or extracts) can be transferred to Europeana via the DISMARC platform. Catalogue-only data will remain searchable via the DISMARC aggregation platform.

What is the cost?
Aggregation to Europeana via DISMARC is free for the contributor.

Do archives need to change routines in order to participate?
EuropeanaConnect and the aggregation platform DISMARC do not impose or require any changes to your established archive workflows in any way.

Aggregation of audio:
Audio aggregated to the DISMARC/Europeana Audio Aggregation Platform can be stored either on your audio repository (i.e. your own server or a server belonging to your technical partner) or on the DISMARC audio server. Any audio contributed should either be in the public domain or fully-owned by the archive. Audio can either be full-length tracks or extracts.

All technical details should be discussed with AIT/Gerda Koch. Audio format is MP3, and exact details of Europeana requirements will follow in due course.

Administrative and technical issues:

Step one:
Please complete the Assignment for Use below, which refers to the aggregation of your data to the audio aggregation platform and the subsequent presentation of it in the Europeana portal. The Assignment should be signed by a director or other responsible person, and returned as indicated.

Step two:
You will be asked to send an extract of catalogue data from your database of between 50 - 100 items, in its current format, to our technical team AIT. Gerda Koch(kochg@ait.co.at) will analyse your catalogue structure. The test data will be mapped to the Dublin Core-based Europeana schema.

Step three:
The results will be checked using a test server. Following a successful test mapping, the import routine will be carried out, with support as necessary.

Step four:
All data contributed will be incorporated into the aggregation database, and will be searchable online via the DISMARC portal and the Europeana portal. The Europeana portal will be officially launched in 2010.

Assignment for Use

The following Assignment for Use is your entry to Europeana via the aggregation platform DISMARC. By signing, you become a DISMARC / Europeana contributor.

Please complete, sign and return the below Assignment:

- by email (i.e. scanned) to: martin.gordon@rbb-online.de

- or by fax to: +49 30 97993 35379

- or by post to:
  Rundfunk Berlin-Brandenburg
  EuropeanaConnect / att. Martin Gordon
  Masurenallee 8-14, D-14057 Berlin, Germany

ASSIGNMENT FOR USE	
Contact details	
Name of archive/institute	
Name and position of contact person	
Telephone	
Email	
Web address	
Name of technical contact person	
Telephone of technical contact person	
Email of technical contact person	
Collections to be aggregated by DISMARC/Europeana	
Name of collection/s	
Themes / topics represented by your content	
In which format is your metadata (i.e. Excel, SQL, etc.)?	
How often is the data updated?	
How many metadata records do you intend to contribute?	
How much audio content will you contribute (number of tracks / duration in hours)?	
Permissions and undertakings	
I confirm that our institution authorises the transfer of the metadata and audio content described above to the DISMARC/Europeana Audio Aggregation Platform for dissemination. We agree that metadata/audio harvested and disseminated via by DISMARC can also be harvested and disseminated by Europeana.	Name_____ Signed_____ Date_____

email: audio@europeanaconnect.eu
web: www.europeanaconnect.eu