The InterPARES Glossary
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

International Team

- Authenticity Task Force
- Appraisal Task Force
- Preservation Task Force
- Glossary Committee
- Strategies Task Force

- Canadian Research Team
- American Research Team
- Italian Research Team
- European Research Team
- Asian Research Team
- Australian Research Team
- Global Industry Research Team
Gather Information About Electronic Records

Evaluate Value of Electronic Records

Determine Feasibility of Preserving Authentic Electronic Records

Make Appraisal Decision

Information About Digital Components to be Preserved

Information About Appraised Electronic Records

Information About Appraisal Decision

Recommendation to Redo Appraisal

Information About Preservation Capabilities

Relevant Information About Electronic Records

Information About the Technological Context of Records

Information About Records' Contexts

Information From Electronic Records

Appraisal Strategies

Valuation Information

Feasibility Information

NODE: A2
TITLE: Appraise Electronic Records
NUMBER: v.3.1
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?