

# Metadata Application Profile - Group 4, DSCI/LIB 350m Fall 2025

Field Name	Is the field required by my instructor?  Does the field align with a DublinCore Standard element?  Is the field required by Collection Managers?  Is it a CollectionBuilder required or optional field?	Obligation: Required or Optional	Definition	Is a Controlled Vocabulary Required?	Data Entry How-to	Example
Alternative Text	DublinCore Alignment: No  Instructor Requirement: Yes  Collection Managers Requirement: Yes  CollectionBuilder Requirement: No	Required	This field provides a short textual description of the image to ensure accessibility for users relying on screen readers.	No	Provide a brief, Neutral description of the object.	This is an image featuring a person singing into a microphone. Many students stand near listening.
Creator	DublinCore Alignment: Yes  Instructor Requirement: Yes  Collection Managers Requirement: Yes	Required	This field identifies the person, organization, or group responsible for creating the item.	No	-Enter "Last Name, First Name." If unknown, write "Unknown."  -Both Publisher, as well as photographer if applicable.	Smith, Jordan

	CollectionBuilder Requirement: No					
Date	DublinCore Alignment: Yes Instructor Requirement: Yes Collection Managers Requirement: Yes CollectionBuilder Requirement: No	Required	This field records the date in which the item was created/published.	No	- If date range, use first date  - If date, use the following format with as much precision as provided:  yyyy-mm-dd yyyy-mm yyyy	1945  1945-07-01 1945-07 1945
Description	DublinCore Alignment: Yes Instructor Requirement: Yes Collection Managers Requirement: Yes CollectionBuilder Requirement: No	Required	This field provides a brief summary or context behind the object.	No	1-3 sentences providing a brief summary or description of the object.	Campus anti-war graffiti is visible on particle board that surrounds a campus building project. The graffiti reads: Communists lose in Vietnam.
Display Template	DublinCore Alignment: No Instructor Requirement: Yes Collection Managers Requirement: Yes CollectionBuilder Requirement: Strongly suggested	Required	This field shows how the item appears in the collection (image, map, audio, etc.).	Yes	Choose a display template from the corresponding controlled vocabulary list.	image
Format	DublinCore Alignment: Yes Instructor Requirement: Yes Collection Managers	Required	This field describes the file type, physical medium or digital format of the item.	Yes	Enter file type, choose from either image/jpg or image/jpeg.	image/jpg

	Requirement: Yes  CollectionBuilder Requirement: Yes					
Identifier	DublinCore Alignment: Yes  Instructor Requirement: Optional  Collection Managers Requirement: Yes  CollectionBuilder Requirement: No	Optional	The original unique identifier assigned to the object by the object's source collection.	No	Use the identifier found in the metadata of the object in the original digital collection the object was found in.	SPAM96_P_05_022
Filename	DublinCore Alignment: Yes  Instructor Requirement: Yes  Collection Managers Requirement: Yes  CollectionBuilder Requirement: Yes	Required	This field provides the actual filename of the individual object	No	Reference this document for filename conventions:  <a href="#">File Naming Conventions</a>	ucla_1966_film-photo_002. jpg
Object ID	DublinCore Alignment: No  Instructor Requirement: Yes  Collection Managers Requirement: Yes  CollectionBuilder Requirement: Yes	Required	This field records the internal number for the physical or original item.	No	Same as filename but remove the .jpg/.jpeg.	ucla_1966_film-photo_002
Language	DublinCore Alignment: Yes  Instructor Requirement:	Optional	This field indicates the language or languages associated with this	Yes	Choose from a list of controlled variables for language. If multiple languages, separate with a	English

	Optional  Collection Managers Requirement: Yes  CollectionBuilder Requirement: No		item		semicolon and a space.  If no language associated use N/A	
Location	DublinCore Alignment: No  Instructor Requirement: Yes  Collection Managers Requirement: Yes  CollectionBuilder Requirement: No	Required	This field indicates the University that the item is associated with.	Yes	Choose a University title from the corresponding controlled vocabulary.	University of California, Los Angeles
Latitude	DublinCore Alignment: No  Instructor Requirement: No  Collection Managers Requirement: Yes  CollectionBuilder Requirement: No	Required	This field indicates the latitude corresponding to the university the object is associated with.	No	Enter the latitude of the University the item corresponds to. This should include just digits, no alphabetical letters.	37.8712
Longitude	DublinCore Alignment: No  Instructor Requirement: No  Collection Managers Requirement: Yes  CollectionBuilder Requirement: No	Required	This field indicates the longitude corresponding to the university the object is associated with.	No	Enter the latitude of the University the item corresponds to. This should include just digits, no alphabetical letters.	-122.2555
Rights	DublinCore Alignment: Yes,	Required	This field is a	Yes	Use a rights statement that	<a href="http://rightsstatements.">http://rightsstatements.</a>

Statement	Rights Instructor Requirement: Yes Collection Managers Requirement: Yes CollectionBuilder Requirement: No		standardized rights statement, designated in the form of a URI.		matches the copyright status for an item.  Required to use the <a href="https://rightsstatements.org">RightsStatements.org</a> URI addressed as the authority control.  Do not hyperlink. CollectionBuilder will automatically transform the URI into hyperlinked text.	org/vocab/InC/1.0/
Rights	DublinCore Alignment: Yes Instructor Requirement: Yes Collection Managers Requirement: Yes CollectionBuilder Requirement: No	Required	This field provides a short textual statement about the copyright holder or usage permissions.	No	Add a brief note regarding what type of CC rights you have for this image.	Creative Commons Licensing- Non Commercial
Access Restrictions	DublinCore Alignment: No Instructor Requirement: No Collection Managers Requirement: No CollectionBuilder Requirement: No		This field provides any additional access restrictions associated with the object.	No	Add a brief statement for any additional access restrictions that are worth noting for the object.	Permission has been granted to publish by the University of British Columbia's Special Collections department
Source	DublinCore Alignment: No Instructor Requirement: Yes Collection Managers Requirement: Yes	Required	This field identifies the original source, collection, or repository from which the item originated.	No	Provide the name of the source followed by a dash (-) and the link to the source.	UBC Berkeley 1968-1973 Poster Collection - <a href="https://open.library.ubc.ca/collections/berkpos/items/1.0001204">https://open.library.ubc.ca/collections/berkpos/items/1.0001204</a>

	CollectionBuilder Requirement: No					
Subject	DublinCore Alignment: Yes Instructor Requirement: Yes Collection Managers Requirement: Yes CollectionBuilder Requirement: No	Required	This field lists the main topics, themes, or subjects represented in the item.	Yes	Choose a subject or subjects from the corresponding controlled vocabulary that best represent the object.  Separate subjects with a semicolon and a space	Slogans; Political art; Posters; Draft; Civil disobedience; UC Berkeley
Title	DublinCore Alignment: Yes Instructor Requirement: Yes Collection Managers Requirement: Yes CollectionBuilder Requirement: Yes	Required	This field provides the formal title or name given to the item.	No	Utilize the title given by the digital collection for the object.  If no title is provided, write [Unknown]	UCLA students and faculty standing in silence protest over the Vietnam War, 1966
Type	DublinCore Alignment: Yes Instructor Requirement: Yes Collection Managers Requirement: Yes CollectionBuilder Requirement: No	Required	This field provides the type of media being received by the computer	Yes	Choose a value from the provided controlled vocabulary for type. If multiple types, separate with a semi-colon	Image; StillImage
Resource Type	DublinCore Alignment: No Instructor Requirement: No Collection Managers Requirement: Yes	Required	This field describes the nature or genre of the item.	Yes	Choose a type from the corresponding controlled vocabulary.	Poster

	CollectionBuilder Requirement: No					
Citation	DublinCore Alignment: No  Instructor Requirement: No  Collection Managers Requirement: Yes  CollectionBuilder Requirement: No	Required	This field provides a full MLA citation of the resource	No	Enter the MLA formatted citation for your object.	The Law Requires That You Inform Your Draft Board of All Changes in Status. 1968. UBC Berkeley 1968–1973 Poster Collection, University of British Columbia Library, Rare Books and Special Collections, open.library.ubc.ca/coll ections/berkpost/items /1.0001204.
Cataloger	DublinCore Alignment: No  Instructor Requirement: No  Collection Managers Requirement: Yes  CollectionBuilder Requirement: No	Required	This field provides the name of the person who cataloged this item	No	Enter the first name of the person who cataloged this object	Daniel

# Controlled Vocabulary Lists

Field Name	<b>Controlled Vocabulary</b> Use these controlled vocabularies for each designated field. Identify if it is a pick list or an authority control.
Rights Statements	<b>Controlled List Type:</b> Authority Control  Any URIs found at <a href="https://RightsStatements.org">RightsStatements.org</a> should be used for this field's controlled vocabulary.
Display Template	Choose a display template from this list: <ul style="list-style-type: none"><li>• Image</li><li>• Audio</li><li>• Video</li><li>• Map</li><li>• Document</li><li>• Timeline item</li><li>• Generic item</li></ul>
Type	Choose a value from the DCMI type vocabulary: <a href="https://www.dublincore.org/specifications/dublin-core/dcmi-type-vocabulary/2003-02-12/">https://www.dublincore.org/specifications/dublin-core/dcmi-type-vocabulary/2003-02-12/</a>
Resource Type	Choose a type from this list: <ul style="list-style-type: none"><li>• Black and white film camera</li><li>• Film</li><li>• Button</li><li>• Poster</li></ul>
Format	Use only these terms to catalog: <ul style="list-style-type: none"><li>• image/jpg</li><li>• image/jpeg</li></ul>
Language	Use the Library of Congress's controlled vocabulary list for languages: <a href="https://www.loc.gov/standards/iso639-2/php/code_list.php">https://www.loc.gov/standards/iso639-2/php/code_list.php</a>
Location	Choose a University from this list to catalog: <ul style="list-style-type: none"><li>• University of California, Berkeley</li><li>• University of California, Los Angeles</li></ul>



	<ul style="list-style-type: none"><li>• University of Oregon, Eugene</li><li>• San Jose State University</li></ul>
Subject	<p>Choose subject(s) from this list, use only these terms:</p> <ul style="list-style-type: none"><li>• Protest</li><li>• Students</li><li>• Anti-war</li><li>• Protest signs</li><li>• Slogans</li><li>• Civil disobedience</li><li>• Draft</li><li>• Pacifism</li><li>• Campus activism</li><li>• Public speaking</li><li>• Crowds</li><li>• Political art</li><li>• Activism</li><li>• Black-and-white photographs</li><li>• Posters</li><li>• Strike</li><li>• Violence</li><li>• UCLA</li><li>• UC berkeley</li><li>• San Jose State University</li><li>• University of Oregon</li><li>• Eugene</li></ul>