



ECP-2008-DILI-528001

## EuropeanaConnect

### Deliverable D6.4.1 Joining the EuropeanaConnect Audio-Network Starter Kit

<b>Deliverable number/name</b>	<b>D6.4.1 / The EuropeanaConnect Audio-Network Starter Kit</b>
<b>Dissemination level</b>	<i>Public</i>
<b>Delivery date</b>	<i>September 17 2009</i>
<b>Status</b>	<i>Final</i>
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**eContentplus**

This project is funded under the eContentplus programme,  
a multiannual Community programme to make digital content in Europe more accessible, usable and exploitable.



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## Joining the EuropeanaConnect Audio-Network Starter Kit

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This deliverable is the Starter Kit which enables EuropeanaConnect to begin the process of aggregation of audio material from content owners.



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This deliverable is the Starter Kit which enables EuropeanaConnect to begin the process of aggregation of audio material from content owners.

This document is to be signed and returned by all content owners providing audio content to Europeana via EuropeanaConnect. By signing the attached Assignment for Use, content owners grant relevant permissions in order for the process of aggregation to begin.

Following the delivery of the Europeana Licensing Framework (final version in July 2010) , the Starter Kit will be updated

## 1. EuropeanaConnect Audio Aggregation Platform FAQs

### ***What is DISMARC?***

The EU-funded project EuropeanaConnect uses the DISMARC infrastructure to provide an Audio Aggregation Platform for Europe's flagship web portal [Europeana](http://www.europeana.eu)<sup>1</sup>. Europeana is EU-funded until 2013.

[DISMARC](http://www.dismarc.eu)<sup>2</sup> is a former EU-funded project which aggregated catalogue data from distributed sound archives and which enabled a central point of access to this distributed data. In the latter stages of the project (2006–2008), DISMARC began the aggregation of audio files in addition to catalogue data.

DISMARC is jointly administered by Rundfunk Berlin-Brandenburg (RBB) and Angewandte Informationstechnik Forschungsgesellschaft mbH (AIT). RBB and AIT are responsible for maintaining the DISMARC server, website and infrastructure. Under the terms of the DISMARC/EU Grant Agreement, DISMARC consortium leader Rundfunk Berlin-Brandenburg will maintain the DISMARC website, infrastructure and server until at least 2013.

### ***What will DISMARC do for you?***

Participation in Europeana brings enormous benefits to content owners. Increased discovery leads to greater use of content, enhanced visibility, greater networking and increased funding possibilities for the content owner.

The DISMARC audio infrastructure also creates the possibility of having an on-line archive which can be managed by the content owner regardless of location. Additionally, content from a single archive can also be presented in a design selected by that archive and integrated into the owner's website (this feature is coming soon).

### ***What is the Audio Aggregation Platform (AAP)?***

The AAP provides the infrastructure for aggregation and delivery of audio metadata to Europeana. It consists of back end tools for data mapping, data enrichment and data upload, and also various front end tools (search/ browse content, personalisation features, vocabulary web services, etc). These tools were developed within the DISMARC project.

### ***Who can contribute audio and catalogue data to Europeana?***

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

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<sup>1</sup> <http://www.europeana.eu>

<sup>2</sup> <http://www.dismarc.eu>

### ***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 obtainable [online](#)<sup>3</sup>. The ESE v3.2 XML Schema extends the DC XML Schema with the addition of elements belonging to the Europeana namespace. The schema can be found [here](#)<sup>4</sup>.

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 ESEV3.2 Schema.

For questions regarding administrative and general issues, please contact Martin Gordon ([martin.gordon@rbb-online.de](mailto:martin.gordon@rbb-online.de)). For technical issues, please contact Gerda Koch ([kochg@ait.co.at](mailto:kochg@ait.co.at)). General email address: [audio@europeanacconnect.eu](mailto:audio@europeanacconnect.eu).

### ***Does Europeana accept catalogue data only?***

Only catalogue data that links to audio files (either complete items or extracts) is being transferred to Europeana via the EuropeanaConnect Audio Aggregation Platform. Archives that currently have only catalogue data can nonetheless upload this data to the AAP – when their audio data becomes available, the catalogue data will then be aggregated to Europeana.

### ***Storage of audio***

Audio aggregated to the EuropeanaConnect 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 optionally on the DISMARC Audio Server, which hosts audio for access via Europeana. 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 our technical partner AIT ([kochg@ait.co.at](mailto:kochg@ait.co.at)). Audio format is MP3, and exact details of Europeana audio requirements will follow in due course.

### ***Are there costs involved?***

Apart from your own personnel costs, aggregation to Europeana via EuropeanaConnect is free for the contributor.

### ***Will archives need to change routines in order to participate?***

EuropeanaConnect and the Audio Aggregation Platform do not impose or require any changes to your established archive workflows in any way.

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<sup>3</sup> [http://group.europeana.eu/c/document\\_library/get\\_file?uuid=c56f82a4-8191-42fa-9379-4d5ff8c4ff75&groupId=10602](http://group.europeana.eu/c/document_library/get_file?uuid=c56f82a4-8191-42fa-9379-4d5ff8c4ff75&groupId=10602)

<sup>4</sup> <http://www.europeana.eu/schemas/ese/ESE-V3.2.xsd>

## 2. The step-by-step process of uploading audio

### **Step one:**

Please complete the **Assignment for Use** below, which refers to the aggregation of your metadata to the EuropeanaConnect Audio Aggregation Platform and the subsequent presentation of it in the Europeana portal.

The Assignment should be signed by your legal representative (director or other responsible person), and returned as indicated.

### **Step two:**

You will be asked to **send an extract of test catalogue data from your database**, of between 50 – 100 items, in its current data format, to the technical team at AIT, who will analyse your catalogue structure. The test data will be mapped to the Dublin Core-based Europeana ESEV3.2 schema which is generated from the DISMARC dmOAP scheme (*see footnotes 3, 4 and 5 for further details*). The DISMARC dmOAP is the common static metadata format used by the AAP.

### **Step three:**

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

### **Step four:**

All metadata delivered will be **incorporated into the Audio Aggregation Platform**, and will be searchable online via the Europeana portal. The Europeana portal will be officially launched in mid 2010. Audio files can either be stored on the participating archive's audio server or optionally can be stored on the Audio Aggregation Platform server at no extra cost.

## 3. Assignment for Use

The following **Assignment for Use** is your entry to Europeana via the EuropeanaConnect Audio Aggregation Platform. By signing, you become a EuropeanaConnect / Europeana contributor.

Please complete, sign and return the below Assignment:

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

<b>ASSIGNMENT FOR USE</b>	
<b>Contact details</b>	
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	
<b>Collections to be aggregated by EuropeanaConnect. Use one table per collection - please copy the table if you have more than one collection.</b>	
Name of collection	
Themes / topics represented by your content	
In which format is your metadata (i.e. Excel, SQL, etc.)?	
How often is your data updated?	
How many metadata records do you intend to contribute?	
How much audio content will you contribute (number of tracks / duration in hours)?	
<b>Permissions and undertakings</b>	
<p>I confirm that our institution authorises the transfer of the metadata and audio content described above by the EuropeanaConnect Audio Aggregation Platform (AAP).</p> <p>We agree that metadata/audio harvested by the AAP can also be made available by the Europeana portal (www.europeana.eu).</p>	<p>Name.....</p> <p>Signed.....</p> <p>Date.....</p>