



Top 5 tips for using the DE-BIAS tool

in the standalone version

1 - A quick check

Use the option to 'Insert texts' if you want to quickly check one or multiple shorter texts. You can type in the texts directly or copy and paste them from e.g. your institution's collection management system or a website where cultural heritage collections have been published.

2 - Analyse in bulk

If you want to check a small(er) set of files with cultural heritage descriptions in one go, use the option to 'Upload a file'. Remember that each individual file has to be in .txt format and will be interpreted by the tool as representing a single item to be analysed. Whether you have one or several .txt file(s), to upload to the tool your file(s) need to be compressed in a .zip file.

3 - Identify named entities (persons, places, etc.)

The operation 'NER', standing for Named Entity Recognition, is disabled by default. If you are working with descriptions including lots of personal names, e.g. correspondence or portrait collections, or lots of place names, e.g. collections of maps or postcards, you might want to play around with enabling NER - or disabling it again - to avoid that names of such entities are falsely flagged as being contentious.

4 - Disambiguate terms in different contexts

Similarly, the operation 'Disambiguation' is disabled by default. Check the relevant language tab in the [public spreadsheet of the DE-BIAS vocabulary](#) to see which terms are marked as ambiguous, i.e. are contentious in one context, but non-contentious in another. If your data regularly contains one or more of these terms, try enabling disambiguation - or disabling it again - for more precise results.

5 - Be language specific

Whether inserting texts or uploading files, whenever you analyse several pieces of data together, all need to be in the same language - and in one of the languages that the tool currently supports (Dutch, English, French, German, Italian). If you have data in multiple languages, either group them according to language or run the tool repeatedly with a different language selected each time to see any potential differences in the result.

Read more about the [DE-BIAS tool](#).

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