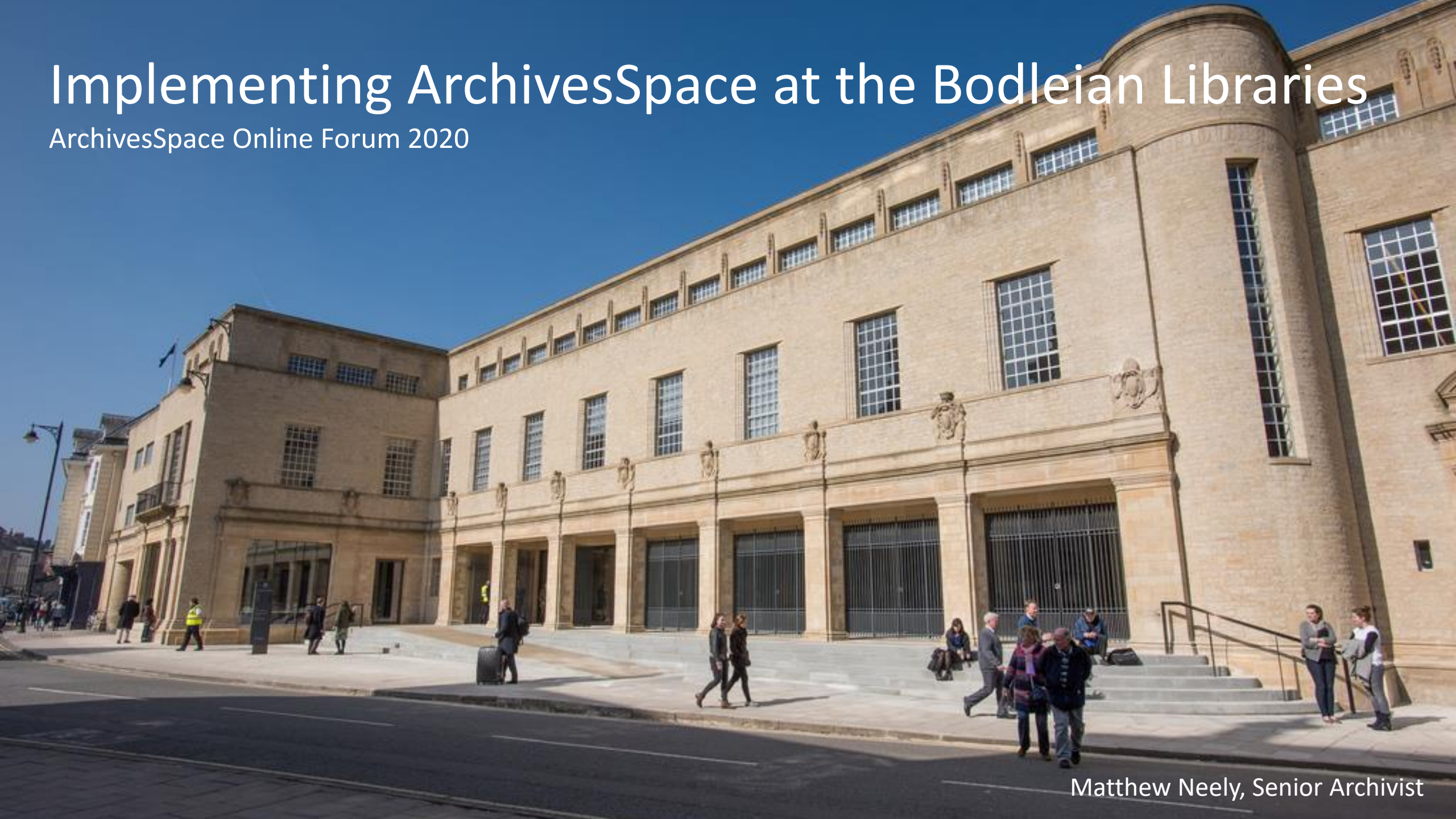


# Implementing ArchivesSpace at the Bodleian Libraries

ArchivesSpace Online Forum 2020



Matthew Neely, Senior Archivist

# Archival Description at the Bodleian: A very brief history

- Encoded Archival Description (EAD) adopted by the Bodleian in 1996.
- First EAD catalogue published online in 1997.
- Online catalogue of Archives and Manuscripts webpages gave undergone very little development work since early 2000s.
  - Search technology is very dated and relies on basic HTML search– CTRL F.
  - Difficult to see connections between archive collections for readers.
  - Poor user experience.
  - Reliant on a complex and time consuming XML to HTML transformation process for catalogue publication.
- EAD catalogues were handcrafted in XML until 2013 when Archivists' Toolkit was adopted as our cataloguing tool.
- Severe lack of standardisation across Bodleian EAD catalogues. Flexibility of EAD was seen as a positive for the Bodleian's complex catalogues when first adopted, but this approach created significant problems for the management of our metadata.
- c. 100,000 boxes / volumes of Bodleian Libraries archives and manuscripts are included in an EAD-based online description

# Online Discovery



Bodleian Library  
UNIVERSITY OF OXFORD

## Online Catalogues of Archives and Manuscripts

### Introduction

The Online Catalogues of Archives and Manuscripts represent only a part of the manuscript holdings in the Bodleian Library. Here you will find descriptions of archives and manuscripts which have been catalogued after 2001; some retrospective digital conversions of earlier unpublished catalogues; and collection-level descriptions of most of the collections catalogued in our published hardcopy catalogues.

Visit the Special Collections [LibGuides](#) for further information, including details of other relevant finding aids.

For a list of recent additions to the online catalogues, see the [revision log](#).

<a href="#">Medieval</a>	<a href="#">1500-1900</a>	<a href="#">Modern</a>	<a href="#">Single Items</a>	<a href="#">Commonwealth and African Studies</a>
<a href="#">Search Electronic Catalogues</a>				

### Manuscripts c. 1500 - c. 1900

#### [The Abinger Papers](#)

Correspondence and papers of the Godwin and Shelley families, chiefly William Godwin (1756-1836), philosopher and author; with the correspondence and papers of his family, including his wife, the novelist and essayist Mary Wollstonecraft (1759-97); daughter, the author Mary Shelley (1797-1851); her husband, the poet Percy Bysshe Shelley (1792-1822); and Mary and Percy Bysshe Shelley's son Sir Percy Florence Shelley (1819-89), and his wife, Jane, Lady Shelley (d. 1899)

See also [A conspectus from 'Dep' to 'MS. Abinger'](#).

#### [Additional Acland Papers](#)

Additional papers of Henry Wentworth Acland and his daughter, Sarah Angelina Acland, 1852-86

#### [Papers Regarding the Baronetcy of Sir Henry Wentworth Acland](#) (Collection Level Description)

Papers regarding the Baronetcy of Sir Henry Wentworth Acland (1815-1900), 1st Baronet and physician, 1890.

#### [Acland Photograph Albums](#)

Four photograph albums of Sir Henry Wentworth Acland, 1840s-1890s and four photograph albums of his daughter, Sarah Angelina Acland, late 19th cent.

#### [Acland Family Papers](#) (Collection Level Description)

The Acland papers consist mainly of the correspondence of Sir Henry Wentworth Acland, 1820-1926

**Extent:** 1 box (2 folders)

**Scope and Content**

Comprises:

- Folder 1: MR3 'Establishment Survey: Presentation of results', by BJM Integrated Management Services, looking at attitudes towards giving, Dec 1986
- Folder 2: MR4 'Project Home', comprising
  - 'Project Home Research Findings', by Leslie Hallam and Amanda Rogers, BJM Integrated Management Services, looking at the image of charities and the motivations involved in giving, Jul 1987
  - 'Project Home Qualitative Research Findings Stage 1', by Leslie Hallam and Amanda Rogers, BJM Integrated Management Services, Nov 1987
  - 'Project Home Qualitative Research Findings Stage 2', by Norman Mould, Leslie Hallam and Amanda Rogers, BJM Integrated Management Services, Nov 1987
  - 'Summary of Oxfam Qualitative Research 1987' by DMB&B, Jan 1987

Market Research Reports: MR5-6

**Date:** Feb 1987-Dec 1988 and n.d. [c.1987]

**Shelfmark:** MS. Oxfam APL/2/2/4

**Language(s) of Material:** English

**Extent:** 1 box (2 folders)

**Scope and Content**

Comprises:

- Folder 1: MR5, comprising:
  - 'Oxfam and the Charity Market in Britain - A Report of Survey Findings' by BJM Partners Group, Feb 1987, and two untitled reports headed 'Background' and 'Introduction', n.d. [c.1987]
  - MR5A: 'Survey of Oxfam Donors in Canada - Final Report' by Points of View Research and Consulting, Sep 1988
- Folder 2: MR6, comprising:
  - 'Oxfam Press Advertising Strategy' by DMB&B, June 1988
  - 'Women's Sharer Plan/Inserts' by DMB&B, 1988
  - 'Oxfam Cold Mailing - November/December. Telex Sharer Plan 2. Women's' by DMB&B, Nov-Dec 1988
  - MR6A: 'Oxfam Research and Testing in 1989' by DMB&B, Dec 1988

Market Research Reports: MR7-9

**Date:** Feb 1989-Nov 1991 and n.d. [1989, 1990]

**Shelfmark:** MS. Oxfam APL/2/2/5

**Language(s) of Material:** English

**Extent:** 1 box (3 folders)

**Scope and Content**

Comprises:

- Folder 1: MR7, comprising:
  - 'Project: Eden. Research Proposal for Sharerplan Development Project', by Michael Herbert Associates, Apr 1991
  - 'Project Eden. Presentation Charts of Qualitative Research Findings' by Michael Herbert Associates, Jun 1991
  - 'Project Eden. Report on Qualitative Research into Sharerplan' by Michael Herbert Associates, Jul 1991

# 'Back of the book' indexes

## Index

**Note:** N.B. Peers indexed under titles. Most of the entries refer to letters to or from the people indexed. Index awaiting revision.

ABERCONWAY (Charles Benjamin Bright McLaren) 1st Baron  
MS. Asquith 33, fol. 182  
MS. Asquith 35, fol. 106.

ABERDARE (Henry Austin Bruce) 1st Baron  
MS. Asquith 65, fol. 99.

ABERDEEN AND TEMAIR (Ishbel Maria) Marchioness of  
MS. Asquith 46, fol. 99

ABERDEEN AND TEMAIR (John Campbell Gordon) 1st Marquess of  
MS. Asquith 4, fol. 60  
MS. Asquith 24, fol. 180  
MS. Asquith 41, fols. 10, 12, 15, 18, 134  
MS. Asquith 46, fol. 97.

ABERDEEN AND TEMAIR (George Gordon) 2nd Marquess of  
MS. Asquith 33, fol. 192

ABRAHAMS (Sir Lionel)  
MS. Asquith 127, fol. 16.

ABRAHAMSON (Harold Sidney)  
MS. Asquith 148, fols. 104-91, *passim*.

ACLAND (Arthur Herbert Dyke)  
MS. Asquith 9, fols. 133, 169  
MS. Asquith 10, fols. 25, 27, 188  
MS. Asquith 13, fol. 169  
MS. Asquith 17, fol. 219  
MS. Asquith 18, fol. 119

ACLAND (Francis Dyke)  
MS. Asquith 13, fol. 89  
MS. Asquith 18, fols. 1, 120, 122  
MS. Asquith 19, fol. 86  
MS. Asquith 26, fols. 68, 74  
MS. Asquith 33, fol. 34  
MS. Asquith 34, fol. 222  
MS. Asquith 115, fol. 117

ADAMSON (William)

# Metadata audit and migration

- Audit of over 3000 EAD catalogues to gain overview and consolidate storage of distributed data
- Migration of EAD catalogues: EAD 1.0 > EAD 2002 standard
  - Trainee Digital Archivists and NQ Project Archivists - funded by Carnegie Corporation/HLF
  - Trainee Digital Archivists and Newly Qualified Project Archivists - funded by Carnegie Corporation and the Heritage Lottery Fund.
  - Software developer funded by Carnegie Corporation grant.
  - Some catalogues published online for the first time.
  - New Bodleian Archives metadata standard and cataloguing rules adopted.
  - Some catalogues going online for the first time.
- Identify issues which future metadata migration must tackle
  - Standardisation of metadata – what data recorded and how
  - Gaps in ISAD(G) compliance
- Identify issues which future metadata migration must tackle
  - Standardisation of metadata – what data recorded and how
  - Gaps in ISAD(G) compliance



# Implementing ArchivesSpace



- Out of the box implementation with some customisation of the PUI.
- Migration of all EAD catalogues of archives and manuscripts currently published online, February to July 2019
- Internal staff testing of the PUI, April to July 2019
- Internal staff launch of the PUI in August 2019.
- Staff training sessions on the PUI in August 2019
- User testing August 2019
- Public launch of the PUI in September 2019.

## Search the Bodleian Libraries' archives and manuscripts

**Years:** From  To

### What is included?

Descriptions of archives and manuscript material created between c. 1500 and the 21st century. Material described is predominantly in manuscript form, but also includes photographic material, audiovisual items and born-digital content.

- ✓ Archives and manuscripts (post-1500) held in the Bodleian Libraries
- ✗ Medieval Manuscripts (see [Medieval Manuscripts in Oxford Libraries](#))
- ✗ Manuscripts in oriental languages (see our [LibGuide for Oriental Manuscripts](#))
- ✗ Administrative records of the University itself (see [Oxford University Archives](#))

### New additions

For a list of recent additions to the online catalogues, see our [new additions page](#).

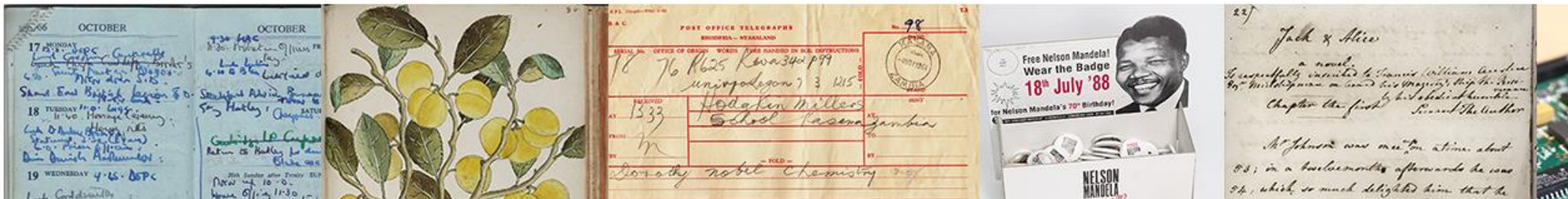
### What am I searching?

- Full descriptions of all items catalogued after 2001
- Collection-level descriptions of most collections described in our published printed catalogues
- Full descriptions of some collections catalogued before 2001 are being added as they are digitised

This catalogue does not yet provide a comprehensive search of all holdings, but we are working towards this goal.

### Need help?

Take a look at our [help page](#) for details of how to consult the materials described in Bodleian Archives & Manuscripts, and for links to further information about how to use our services.





## Showing Collections: 1 - 20 of 3796

## Filter Results

## Additional filters:

## Indexed subjects

20th century 2416

19th century 1405

18th century 606

17th century 451

16th century 184

21st century 152

Literature 143

Oxfordshire (England) 133

Great Britain -- Politics and government --

20th century 131

Poetry 99

English literature -- 20th century 83

x - 15th century 83

Music 79

Oxford (England) 77

Dissertations 55

1 2 3 4 5 6 7 8 9 10 ... 190 →Next

Title (ascending)  Single  
Item**A 17th-cent. Latin play**

A 17th-cent. Latin play

**Shelfmark:** MS. Don. d. 102**Extents:** 33 Leaves**Dates:** 17th century

Collection

**19th-century Diaries and a Commonplace Book collected by Margaret Crompton**

Commonplace book of Eliza Cooper, mid-19th century, including copies of poems, late 18th - mid-19th century, many by members of the George family of Bristol Intermittent diary entries by a woman, probably a member of the George family of Downside, near Bristol, 1875-84 Diaries of Elizabeth Hannah Otway (née Batt), written mainly in Ireland, 1850-8, 1870-5 ...

**Extents:** 4 shelfmarks**Dates:** 19th cent.

Collection

**19th-century Drawings and Water-colours**

Collection of 19th-century drawings and water-colours, mainly topographical, compiled by Archibald Leslie-Melville.

**Extents:** 12 shelfmarks**Dates:** 19th cent.

Collection


**1994 South African Election Material**

General policy documents and statements, leaflets, newspaper advertisements, etc., African National Congress; manifestos,

## Archive of Herbert Henry Asquith, 1st Earl of Oxford and Asquith

 **Collection**

  
PDF version of  
this catalogue

  
View  
citation

  
How to  
request

Bodleian Libraries | Archive of Herbert Henry Asquith, 1st Earl of Oxford and Asquith

**Collection overview**

Collection contents

Collection index

Correspondence and papers of Herbert Henry Asquith, mainly as Prime Minister, 1908-1916.

### Dates

1892-1928

### Extent

15.2 Linear metres (152 physical shelfmarks)

### Language of Materials

English

### Conditions Governing Use

For conservation reasons, microfilms are to be consulted in place of the original papers.

### Preferred Citation

Oxford, Bodleian Libraries [followed by shelfmark and folio or page reference, e.g. MS. Asquith 1, fols. 1-2].

Please see our [help page](#) for further guidance on citing archives and manuscripts.

### Full range of shelfmarks:

MSS. Asquith 1-152

### Collection ID (for staff)

CMD ID 12629

**Collapse All**

#### Additional Description

#### Overview

Search this collection

From year

To year

Search

### Navigate this collection

Archive of Herbert Henry Asquith, 1st Earl of Oxford and Asquith

- › Correspondence, 1891-1928
- › Miscellaneous letters and memoranda arranged by subject, 18...
- › Irish papers, 1909-1918
- › Papers by Asquith, 1892-1928
- › Papers (MS. and printed) relating to Parliamentary measures, c...
- › Parliamentary, Cabinet and other official papers, 1886-1927
- › Maps, 1914-1919
- › Press cuttings, 1906-1929
- › Miscellaneous official papers, 1917-1920
- › Papers chiefly relating to the post-war Liberal Party and newsp...
- › Non-official printed material, 1864-1925
- › Non-Asquith papers found in the collection, 1914-1929

# Diary labelled 'Miscellanea 1826 Paris', Mar 1826-Feb 1827

 **File** MS. WHF Talbot 1



PDF version of  
this catalogue



View  
citation



How to  
request

[Bodleian Libraries](#) | [Archive of William Henry Fox Talbot and the Talbot family](#) | [Papers of William Henry Fox Talbot, 1806-1876, n.d.](#) | [Diaries, 1826-1829](#)  
| [Diary labelled 'Miscellanea 1826 Paris', Mar 1826-Feb 1827](#)

Includes notes on definitions of words and miscellaneous travel notes on Paris and Florence.

## Dates

Mar 1826-Feb 1827

## Extent

1 volume

## Shelfmark

MS. WHF Talbot 1

### Repository Details

## Repository Details

Part of the Bodleian Libraries Repository

<https://www.bodleian.ox.ac.uk/weston>

### Contact:

Weston Library

Broad Street

Oxford OX1 3BG United Kingdom

✉ [specialcollections.enquiries@bodleian.ox.ac.uk](mailto:specialcollections.enquiries@bodleian.ox.ac.uk)

Search other records in this collection

From year

To year

Search

## Navigate this collection

▼ Papers of William Henry Fox Talbot, 1... ^

▼ Diaries, 1826-1829

Diary labelled 'Miscellanea 18...

Diary, Jul-Aug 1828

Diary, Jan-Mar 1829

- Correspondence, 1812-1876, n.d.
- Photographs, 1832-1975, n.d.
- Notebooks, 1806-1845, n.d.
- Research drafts, notes and literar...
- Botanical specimens, [c.1809]-18...
- Political papers, 1832-1833, n.d.
- Drawings, [1820s-1830s], n.d.
- Financial and legal papers, [1824...
- Miscellaneous, c.600 BC-1868

## Index

- ABERCONWAY (Charles Benjamin Bright McLaren) 1st Baron
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  - MS. Asquith 19, fol. 86
  - MS. Asquith 26, fols. 68, 74
  - MS. Asquith 33, fol. 34
  - MS. Asquith 34, fol. 222
  - MS. Asquith 115, fol. 117
- ADAMSON (William)
  - MS. Asquith 45, fol. 87
- ADDIS (Sir Charles Stewart)
  - MS. Asquith 34, fol. 100
- ADDISON (Christopher) 1st Viscount
  - MS. Asquith 39, fol. 159
- ADKINS (Sir W. Ryland Dent)
  - MS. Asquith 28, fol. 153
- AGA KHAN (Aga Sultan Mahomed Shah)
  - MS. Asquith 27, fol. 31
- AGAR-ROBARTES (Thomas Charles Reginald)
  - MS. Asquith 12, fol. 42

# Next steps

- Develop cataloguing guidelines and local standards for staff using the SUI
- Develop and deliver staff training on cataloguing in ArchivesSpace
- Migration of active cataloguing projects.
- Name and Subject authority file consolidation.
- Retrospective conversion of the Bodleian Summary Catalogue (c.50,000 boxes).
- Retrospective conversion of the catalogue of the archive of the University of Oxford (c. 16,000 boxes).
- Barcoding of all Bodleian archives and manuscripts.
- Integration with circulation system for archives and manuscripts.
- Persistent URLs.
- Investigate handling of born-digital and digitised collection metadata.



Email: [matthew.neely@bodleian.ox.ac.uk](mailto:matthew.neely@bodleian.ox.ac.uk)

Web: [www.bodleian.ox.ac.uk/weston](http://www.bodleian.ox.ac.uk/weston)

PUI: <http://archives.bodleian.ox.ac.uk>