

# From Access to Accessibility: Saying Goodbye to Microsoft Access

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ArchivesSpace Regional Forum | UC Irvine

hello!

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# University Archives accessions

## Microsoft Access

University Archives Accessions - Access

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Date rec'd	Accession num	Office	Contents	Dates	Contact	UA/UCLA Fac	Linear	Boxes	Rec Serie	Ms C	SPF Range	In Process	Target Contr	Processed by	Process Notes
2000 (?)	1750	Associated Students of UCLA	SCOP - UCLA's all campus magazine (selected issues)	1948-1950	Sharla Boehm (via Alumni Office)	University Archives	0.5	1 ms bx		0	SPF R6, sec 9 (1bx)	<input type="checkbox"/>		combine with other issues of SCOP	location confirmed 2013 j 22/cbb
2000 (circa)	0	Dixon, Wilfried J. (UCLA faculty - Biostatistics)	professional and research files.			UCLA Faculty	29	29 cartons		0		<input type="checkbox"/>			need to confirm location c boxes (2011may14/cbb)
2000 apr 1	0	Hundley, Norris. (UCLA faculty - History)	Pacific Historical Review files, papers.			UCLA Faculty	40.5			577	0	<input type="checkbox"/>			processed c.2004
2000 apr 1	953	Gold Shield Alumnae of UCLA.	Administrative records.			University Archives	3	2 boxes				<input type="checkbox"/>			
2000 aug 15	963	Film & Television, School of.	Media relations files relating to student film productions (c1980-2000). Audio and video tapes depicting miscellaneous UCLA campus events (1991-	c1980-2000	Terri Bond-Michael Padow	University Archives	1	2 ms, 1 rc			1	<input type="checkbox"/>			Inventory checked 2006 C 18. Note on box indicates add to record series 642.
2000 aug 16	964	Associated Students of UCLA (ASUCLA)	Store. Video library.		Anne Pautler xapautler@asucla.ucla.edu	University Archives	0.5	1 box				<input type="checkbox"/>			
		ennel, Charles F. (UCLA faculty - Physics) & Executive Vice Chancellor	Faculty papers, addition			UCLA Faculty	2	2 rc		498	SPF R24, sec 8 (2 bxs.)	<input type="checkbox"/>	13		location confirmed 2014 fe 6/cbb
		ffiliates.	Miscellaneous administrative files.	1984-1992; 2000		University Archives	4.5	2 rc, 5 ms		0	SPF R2, sec 5	<input type="checkbox"/>			2014 feb 6/cbb location confirmed.

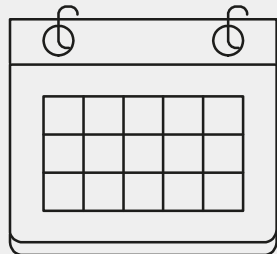


MAKE GIFS AT GIFSOUP.COM

# SO MANY MEETINGS

## Stakeholders

- University Archivist
- Collections Data Archivist
- Collection Management - ME



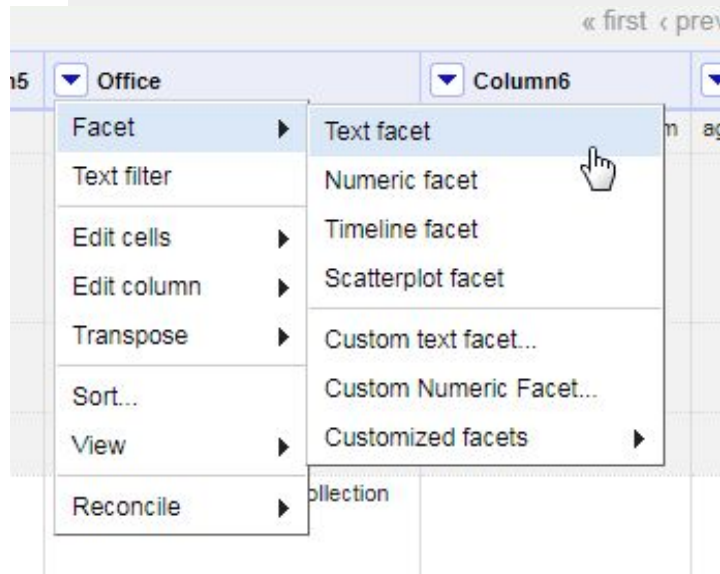
## Decisions

- What information to migrate (and clean) and what information is unnecessary
- Removed fields:
  - Rec Series and Coll numbers (not many assigned anyway  $\backslash\_(\text{?})\_/\_$ )
  - Locations (not consistent)
  - UA or Faculty/LSC
  - SRLF sent date
  - Process status
  - Processed by
  - Target Control (???)

# Clean up using OpenRefine

- Variants or inconsistencies of same name

## Create a facet



## Review inconsistencies



# Clean up using OpenRefine

- Variants or inconsistencies of same name

The screenshot shows the OpenRefine interface with a list of terms on the left and a table of records on the right. A dialog box is open over the table, showing the text 'Thesis & Dissertation' and buttons for 'Apply' and 'Cancel'. A mouse cursor is pointing at the 'Apply' button.

Thesis & Dissertation	2005-10-01	Transfer
Thesis & Dissertation	1973-04-01	Transfer
Thesis & Dissertation	2005-08-29	Transfer

The screenshot shows a list of terms in the OpenRefine interface. A red arrow points to the term 'Thesis & Dissertation', which has a count of 12. Other terms in the list include 'Theatre, film and television. 1', 'Theta Kappa Phi Sorority. 3', 'Theta Kappi Phi Sorority. 1', and 'Thomas. Diana. (UCLA Faculty -

\*Clustering is another way to clean up data

# Clean up using OpenRefine

- Value.replace
  - **c./ca./c -> circa**
  - Edit cells > Transform > Expression

The screenshot shows the 'Custom Facet on column Dates date\_1\_expression' dialog box in OpenRefine. The 'Expression' field contains the code `value.replace("c","circa")`. The 'Language' dropdown is set to 'General Refine Expression Language (GREL)'. Below the expression field, a preview table shows the results of the transformation for several rows. The first two rows, 814 and 815, are highlighted with a red box. Row 814 shows 'c1965-1968' being transformed into 'circa1965-1968'. Row 815 shows '1951-1967' being transformed into '1951-1967'. Rows 816, 817, and 819 show 'null' with error messages: 'Error: replace expects 3 strings, or 1 string, 1 regex, and 1 string'. Row 818 shows 'c1952-1956' being transformed into 'circa1952-1956'. The dialog box has 'OK' and 'Cancel' buttons at the bottom.

Preview	History	Starred	Help
814.	c1965-1968		circa1965-1968
815.	1951-1967		1951-1967
816.	null		Error: replace expects 3 strings, or 1 string, 1 regex, and 1 string
817.	null		Error: replace expects 3 strings, or 1 string, 1 regex, and 1 string
818.	c1952-1956		circa1952-1956
819.	null		Error: replace expects 3 strings, or 1 string, 1 regex, and 1 string

# Clean up using OpenRefine

## □ Accession\_date for ASpace compliance

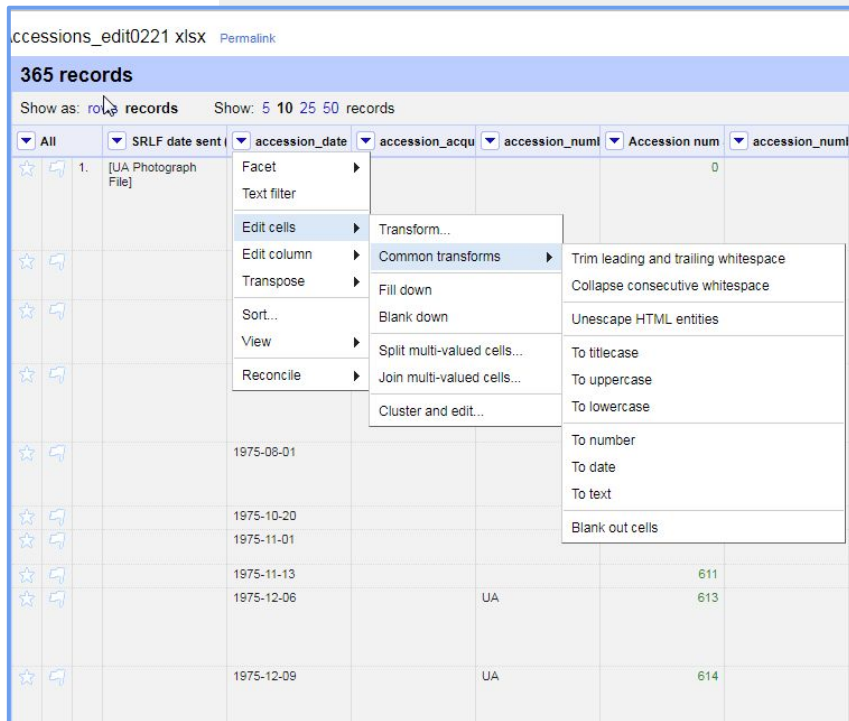
- **2000 apr 1 -> 2000-04-01**

- Edit cells

- Common transforms
- To date

- Edit cells

- Transform
- Expression:  
`value.toString("yyyy-MM-dd")`



ccessions\_edit0221.xlsx Permalink

365 records

Show as: **rows** records Show: 5 10 25 50 records

All	SRLF date sent	accession_date	accession_acqu	accession_num	Accession num	accession_num
1.	[UA Photograph File]					0
		1975-08-01				
		1975-10-20				
		1975-11-01				
		1975-11-13				611
		1975-12-06	UA			613
		1975-12-09	UA			614



# Finally, **Simple** **accession records** on ArchivesSpace

- Identifier
- Accession date
- Content desc.
- General note
- Acquisition type
- Resource type
- Extent
- Date
- Agents...future clean up project



Edit Add Event ▾ Spawn ▾ More ▾ Suppress Delete

## LSC-10 Accession

### Basic Information

Identifier	LSC	10		
Accession Date	2014-02-04			
Content Description	professional files, writings, speeches, reprints.			
General Note	2014 feb 4/cbbrown: ca.1 lin. ft. processed; ca. 2.75 lin. ft. unprocessed - to be reviewed, dupes removed, refoldered, etc.; SCREAD f.a. created but not yet converted to AT.			
Acquisition Type	Transfer			
Resource Type	Papers			
Restrictions Apply?	False			
Publish?	False			
Access Restrictions?	False			
Use Restrictions?	False			

Created by admin 2018-06-27 18:17:31 +0000, Last Modified by admin 2018-06-27 18:17:31 +0000

### Extents

➤ 3 Linear Feet 3 cartons

### Agent Links

Role	Relator	Agent	
Creator		<span style="color: blue;">Cartier, Allan M. (UCLA Faculty - Education)</span>	

thanks!

**Any questions?**

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