

Encoded Archival Description

Encoded Archival Description (EAD)

- **Type of collection:** Archivally-processed groups of materials whose organization and/or provenance is significant. These materials will generally be hierarchically arranged natural groupings assembled by a collector or creator (e.g., the papers or correspondence of a certain individual) rather than less-tightly related groups of materials assembled by a holding institution. A Finding Aid or inventory may or may not already exist. Materials will often be unpublished. Description at the collection level is necessary, lower levels of description may or may not be appropriate. Materials described may or may not be available in digital form.
- **Appropriate metadata standard:** EAD 2002
- **Example collection:** Finding Aids in the Online Archive of California <<http://www.oac.cdlib.org/>>
- **Resources to consult:** Official EAD Version 2002 Web Site <<http://www.loc.gov/ead/>>; EAD Help Pages, especially the EAD 2002 Cookbook <<http://www.iath.virginia.edu/ead/>>
- **Usage notes:** EAD 2002 can be used to describe the collection at the item, folder-only, or collection-only level. One EAD document should be created for each collection.

Migration Notes:

EAD is originally in SGML, and some conversion is necessary to XML. One thing in particular that has been causing some problem, is the text encoding. At some point in the process, an e-acute (é) character got converted to a undefined 0xFFFD, which should be 0xC3A9 in UTF-8. Other symbols have not translated correctly, so here's the summary so far:

Character Name	Character	HTML Entity	Latin-1	UTF-8
copyright	©	©	0xA9 (169)	0xC2A9
1/8		⅛		0x215B
1/4	¼	¼	0xBC (188)	0xC2BC
1/2	½	½	0xBD (189)	0xC2BD
5/8		⅝		0x215D
3/4	¾	¾	0xBE (190)	0xC2BE
e_acute	é	é	0xE9 (233)	0xC3A9