

NCD Normative documentation: Fields and definitions

Note:The Cardinality column shows fields that should be considered mandatory (**M**), repeatable (**R**), or may appear in one or more local languages (**L**).

Header

Label	Definition URL	Description	Cardinality
Record Source	At http://rs.tdwg.org/ontology/voc/Collection unless otherwise indicated. See the rdfs:comment at the top of collection.rdf		
	http://purl.org/dc/elements/1.1/source		
	Source of the record if not created by the author named in Author		
Record Harvest Date	#recordHarvestDate	Date the record was last harvested	
Author	http://purl.org/dc/elements/1.1/creator		
	Person that created the record	M	
Corporate Affiliation	http://www.w3.org/2001/vcard-rdf/3.0#Orgname	Organisational affiliation of the author	R L
Record Created Date	http://purl.org/dc/terms/created		
	Date of record creation	M	
Editor	http://purl.org/dc/elements/1.1/contributor	Person that last edited the record	
Record Edited Date	http://purl.org/dc/terms/modified		
	Date the record was last edited		
Record Rights	http://purl.org/dc/elements/1.1/rights	IPR statement about the record	L
Notes	http://www.w3.org/2001/vcard-rdf/3.0#Note	Notes	L

Collection

A group of specimens or other natural history objects.

Label	Definition URL	Description	Cardinality
	At http://rs.tdwg.org/ontology/voc/Collection unless otherwise indicated		

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Derived Collection	#derivedCollection	A "derived" collection record. The record has been derived from a query on an item-level database e.g. all items from Australia.	
Collection Identifier	#collectionId	The URI (LSID or URL) of the collection. In RDF, used as URI of the collection resource.	
Alternative Identifier	#alternativeld	Alternative identifier for the collection with an indication of the source e.g. ISCW.	R
Parent Collection Identifier	#isPartOfCollection	Identifier for the parent collection for this sub-collection. Enables a hierarchy of collections and sub collections to be built.	
Acronym or Coden	#acronymOrCoden	Acronym, coden or initialism by which the collection is generally known indicating the source, e.g. Index Herbariorum.	R
Collection Name	http://purl.org/dc/elements/1.1/title	Official name of the Collection in the local language.	M R L
Alternative Name	http://purl.org/dc/terms/alternative	Alternative name for the collection. In English language where <i>Collection name</i> is not in English.	R L
Associated Person	http://www.w3.org/2001/vcard-rdf/3.0#FN	Name(s) of person(s) associated with the collection.	R
Description	http://purl.org/dc/elements/1.1/description	Main description element may be anything from a few words to an essay, suitable for a general audience.	M L
Description for Specialists	#descriptionForSpecialists	Optional additional descriptive text using terms that are more suited to a specialist audience. Attribute indicates the language of the text.	L
Extent	#collectionExtent	A free-text indication of the size or extent of the collection.	L
Collection Type	#collectionType	Picklist keyword to indicate the typical content or unifying characteristic of the collection. Expected to contain an instance for	R

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		the Collection Type Term vocabulary.	
Common Name Coverage	#commonNameCoverage	Common names or group names equivalent to the taxon names, in the local language.	R L

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Conservation Status	#conservationStatus	Picklist keyword indicating the conservation status of the collection using the McGinley scale. Link to the date of assessment and repeat to show sequence of snapshots.	R
Conservation Status Date	#conservationStatusDate	The date that the conservation status was assessed.	R
Digital Format	http://purl.org/dc/elements/1.1/format	Use for digital collections, recording MIME Types or PUIDs.	R
Digital Medium	http://purl.org/dc/terms/medium	Use for digital collections, recording the material or physical carrier of the resource e.g. DVD-R.	R L
Development Status	#developmentStatus	Picklist keyword indicating potential for change to the scope of the collection.	
Expedition Name	#expeditionNameCoverage	Uniform name for an expedition or voyage of discovery during which the material was collected.	R
Formation Period	#formationPeriod	Text description of the time period during which the collection was assembled e.g. "Victorian", or "1922 - 1932", or "c. 1750".	R L
Place Name Coverage	#geospatialCoverage	Place names from which material in the collection originated.	R L
Geospatial Coordinates	#geospatialCoordinates	Decimal latitude(s) and longitude(s) of places of origin of the material in the collection.	R
Item-Level Access	#itemLevelAccess	URI of an item-level data source. This can be a Web service or a Webpage designed for humans.	R
Kingdom Coverage	#kingdomCoverage	Picklist keyword to indicate biological kingdom.	R
Known to Contain Types	#knownToContainTypes	Flag property to indicate that the collection is known to include type specimens	
Living Time Period	#livingTimePeriodCoverage	Time period during which biological material was alive. Includes palaeontological time periods or other text phrases.	R L

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Physical Location	#physicalLocation	Link to the contact details for the host institution, or person for a private collection.	L
Primary Grouping Principle	#primaryGroupingPrinciple	Picklist keyword to indicate what the collection is about. The intellectual basis for grouping the collection rather than grouping based on physical characteristics. Expected to contain an instance from the Primary Grouping Principle Type Term vocabulary.	
Primary Purpose	#primaryPurpose	Picklist key word to indicate the primary reason that the collection was assembled.	
Related Material	http://purl.org/dc/elements/1.1/relation	Indicating resources that are related to the collection, such as printed catalogues, finding aids, Websites, obituaries, etc.	R L
Related Collection	#relatedCollection	Short descriptions of related collections, such as for other components of a large collection that has been dispersed.	R L
Specimen Preservation Method	#specimenPreservationMethod	Picklist keyword indicating the process or technique used to prevent physical deterioration of non-living collections. Expected to contain an instance from the Specimen Preservation Method Type Term vocabulary	R
Taxon Coverage	#taxonCoverage	Taxon or taxa in the collection at Family level or higher.	R
Temporal Coverage	#temporalCoverage	Time period covered by the materials in the collection.	R L
Access Conditions	http://purl.org/dc/terms/accessRights	Terms and conditions under which the collection may be accessed. May be a URL to standard T&C. Default text for an institution may be overwritten for a particular collection if the restrictions are different.	R L

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Usage Conditions	#usageRestrictions	Terms and conditions under which the collection may be used. May be a URL to standard T&C. Default text for an institution may be overwritten for a particular collection if the restrictions are different.	R L
Provenance	http://purl.org/dc/terms/provenance	A statement of any changes in ownership and custody of the collection since its creation that are significant for its authenticity, integrity, and interpretation.	R L
IPR Statements	http://purl.org/dc/elements/1.1/rights	Information about rights held in and over the resource. Typically, rights information includes a statement about various property rights associated with the resource, including intellectual property rights.	R L
Notes	http://rs.tdwg.org/ontology/voc/Common#note	Notes	L

Institution

An established organization or foundation, especially one dedicated to education, public service, or culture

Label	Definition URL	Description	Cardinality
	http://rs.tdwg.org/ontology/voc/Institution unless otherwise indicated		
Institution Identifier	#institutionId	The URI (LSID or URL) of the institution. In RDF this will be used as URI of the institution resource.	
Name	http://www.w3.org/2001/vcard-rdf/3.0#Orgname	Official name of the Institution in the local language.	L
Alternative Name	http://purl.org/dc/terms/alternative	Alternative name for the institution in English, if the official name is not in English.	
Unit Name	http://www.w3.org/2001/vcard-rdf/3.0#OrgUnit	Name of a component unit, such as a department.	L
Description	http://purl.org/dc/elements/1.1/description	Description of institution, suitable for a general audience.	L
Alternative Identifier	#alternativeId	Alternative identifier for the institution.	R
Contact	#hasContact	Link to Contact details (address, email etc.) to get more information about the collection.	R
Type	#institutionType	Picklist keyword describing the primary activity or purpose of an organisation or entity that holds or uses collections.	R
Parent Institution or Network	#isPartOfInstitution	Name, acronym, identifier or coden of parent institution or network(s)	R L

Contact Details

Information on how to contact an entity including postal and electronic methods.

Label	Definition URL http://www.w3.org/2001/vcard-rdf/3.0 unless otherwise indicated	Description	Cardinal ity
Name	#FN	Person name, as would appear on a name label.	
Family Name	#Family	Family name.	
Given Name	#Given	Given name.	
Other Name	#Other	Other name(s).	R
Prefix	#Prefix	Prefix, e.g. Mr or Dr.	
Suffix	#Suffix	Suffix e.g. Jr or III.	
Job Title	#Title	Job title e.g. Curator.	L
Role	#Role	Role e.g. Collector or Observer.	R L
Institution Name	#Orgname	Institution name.	L
Institution Unit	#Orgunit	Institution unit name, e.g. department name.	L
Post Office Box	#Pobox	Post Office box no.	
Extended Address	#Extadd	Extended address.	R
Street Number and Name	#Street	Street number and name.	
Local Area name	#Locality	Local area name.	
Regional Name	#Region	Regional name.	
Postcode or ZIP code	#Pcode	Postcode or ZIP code.	
Country Name	#Country	Country name.	
Telephone Number	#Tel	Telephone number.	R
Fax Number	#Fax	Fax number.	R
Email Address	#Email	Email address.	R
URL	#URL	URL for person or institution Web page	R
Logo URL	#Logo	URL for a logo.	R
Notes	#Note	Notes.	L

Consistent Terminology (picklists)

Institution Type	At http://rs.tdwg.org/ontology/voc/InstitutionType	
Institution Type	#institutionTypeTerm	Controlled vocabulary for institution types
Aquarium	#aquarium	An institution where aquatic collections of living organisms are kept and exhibited.
Archive	#archive	An institution where public and/or private records and historical documents are preserved and made accessible.
Botanic garden	#botanicGarden	A garden, sometimes with greenhouse, for the study and exhibition of special plants.
Conservation	#conservation	An organization dedicated to the conservation or preservation of wildlife and/or habitats.
Field station	#fieldStation	An establishment for the study and observation of phenomena that is in close proximity to the object of study.
Government	#government	Local or regional government agency or entity.
Historical society	#historicalSociety	An organization devoted to preserving the historical record of a place, institution, people, activity or thing
Horticultural institution	#horticulturalInstitution	An institution associated with the science and study of propagating plants.
Industry	#industry	A private or public industrial enterprise.
Laboratory	#laboratory	An institution or facility for experimental, observational or analytical studies.
Library	#library	An institution holding books, manuscripts, images and recordings for research and study.

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Management	#management	An institution dedicated to preservation and management of natural resources in a specific region.
Museum	#museum	An institution for the procurement, preservation, study and exhibition of specimens and objects of value.
Nature education center	#natureEducationCenter	An institution dedicated to informing audiences on phenomena related to the natural world.
Non university college	#nonUniversityCollege	An institution of higher learning that does not grant advanced degrees beyond the bachelor's.
Park	#park	Managed open space e.g. national park
Repository	#repository	An institution that provides care and accessibility to deposited materials based upon a series of defined formal agreements.
Research institute	#researchInstitute	An institution dedicated to acquiring, developing and communicating knowledge.
School	#school	An institution dedicated to providing basic knowledge and education, typically from the earliest stages to the college or university level.
Science center	#scienceCenter	An institution dedicated to informing audiences on scientific facts, phenomena and theory.
Society	#society	An organization or association of persons engaged in a common profession, activity, or interest
University	#university	A degree-granting institution of higher learning.
Zoo	#zoo	An institution where living animals are maintained and exhibited.

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CollectionType	At http://rs.tdwg.org/ontology/voc/CollectionType	Definition	Notes
Archival	#archival	Public and/or private records and historical documents in various media which are preserved and accessible.	Papers and records, field logs, photographs, etc.
Art	#art	Representational and impressionistic works from the human hand.	Paintings, drawings, scientific illustrations.
Audio	#audio	Recorded auditory phenomena.	Amphibian mating calls.
Cell Cultures	#cellCultures	Biological material that is intentionally cultured and maintained in a viable state.	cell lines, microorganisms.
Electronic	#electronic	Data or information that has been captured and fixed for storage and manipulation in an automated system and that requires the use of the system to render it intelligible by a person	Electronic documents, web sites, databases.
Facsimiles	#facsimiles	Accurate representations of the original item; may be naturally occurring or manufactured.	Endocasts, moulds.
Fossils	#fossils	Biological specimens that are preserved through geological processes.	Tyrannosaurus Rex.
Genetic	#genetic	Stored or banked biological samples for future use.	Germplasm, seed, blood, DNA.
Geological	#geological	Collections of rocks and gemstones	
Herbarium	#herbarium	Collections of preserved plant material	
Living	#living	Collections that grow and reproduce, including botanic gardens, zoos and aquaria.	Plants, fish.
Manuscripts	#manuscripts	Collections of manuscripts	Letters, field note books
Mineralogical	#mineralogical	Collections of minerals	Rocks, minerals, gemstones, meteorites
Observations	#observations	Recorded visual phenomena, may be observation or measurement.	Avian mating displays.

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Preserved	#preserved	Biological specimens that are preserved indefinitely.	Pinned butterfly, herbarium specimen, skeleton, skin, fluid-preserved invertebrate.
Products	#audio	Specimens that result from biological functions or behaviours.	Nests, webs, moults
Specimens	#specimens	Relating to a particular grouping of biological or geological specimens.	North American Mammal collection, lichen collection, arachnid collection.
Texts	#texts	A collection of books or other written material, or a list of works.	Books, journals and other printed publications.
Tissue	#tissue	Plant and/or animal tissues.	Blood, muscle, ovary, leaf.
Visual	#visual	Visual representations of an item or object produced with the aid of a camera or a digital imaging system.	Photograph, SEM image, video.

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KingdomType	At http://rs.tdwg.org/ontology/voc/Collection	Controlled vocabulary for taxonomic kingdom.
Animalia	#animalia	Animals
Archaeobacteria	#archaeobacteria	Archaeobacteria
Eubacteria	#eubacteria	Eubacteria
Fungi	#fungi	Fungi
Plantae	#plantae	Plants
Protista	#protista	Protists

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Primary Grouping Principle Type	At http://rs.tdwg.org/ontology/voc/Collection	Definition	Notes
Cultural	#cultural	Collections relating to a group of people.	Example: Victorian taxidermy
Ecosystems	#ecosystems	Collections relating to complex community of living organisms and their environment.	Examples: Water column samples or forest plot collections.
Environmental	#environmental	The aggregate of external conditions in which organisms live or phenomena occur; may be defined components only.	Examples: Rainfall measurements, average temperature, specimens from hydrothermal vents.
Events	#events	Collections that were made as a result of an event or that document an event.	Examples: ash samples collected during a specific volcanic eruption, birds collected or killed as a result of suspected H5N1 (bird flu)
Expeditions	#expeditions	Collections resulting from a named journey or trip such as a voyage of discovery.	Examples: Items from Captain Cook's First Voyage or from H.M.S. Beagle
Historical	#historical	relating to a particular time period relevant to human history	Example: Collecting equipment used in the 1700's
National	#national	Collections of material from a specific country c.f. regional	Example: Fossils from Canada
Relationships	#relationships	Organisms sharing an intimate biological relationship.	Examples: Parasitic or Symbiotic
Repository	#repository	Similar or related items that are placed in a facility for long term care as the result of a specific agreement.	Examples: Specimens from US Mineral Management Service, specimens from US National Park Service.
Regional	#spatial	Relating to a physical location or region rather than a country c.f. national.	Examples: Plants from North America

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Stage	#stage	Relating to a specific phase in physical development.	"Examples: Larva, fetus.
Taxonomic	#taxonomic	Collections laid out according to a particular taxonomy.	Example: Insect collection grouped by Family
Temporal	#temporal	Relating to a particular time period.	Examples: Cenozoic mollusks.

Primary Purpose	At http://rs.tdwg.org/ontology/voc/Collection	Controlled vocabulary for primary purpose.
Commercial	#commercial	Biological or geological material for sale or other commercial use, such as some culture collections.
Education	#education	Acquired to educate, inform, or convey information e.g. for distance learning.
Exhibition	#exhibition	Acquired to educate, inform, or convey information through display.
Monitoring	#monitoring	Acquired as a result of observation, measurement, or sampling.
Ornamental	#ornamental	Acquired for decorative purposes.
Personal	#personal	Acquired for idiosyncratic reasons.
Research	#research	Acquired for current and future study.
Voucher	#voucher	Acquired and maintained to document organisms, observations, or phenomena.

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Specimen Preservation Method	At http://rs.tdwg.org/ontology/voc/Collection	Controlled vocabulary for specimen preservation method.
Controlled atmosphere	#controlledAtmosphere	Held in conditions that vary from the typical elemental mix of the atmosphere; usually implies reduced oxygen.
Cryopreserved	#cryopreserved	Held at very low temperatures, typically in liquid Nitrogen.
Dried	#dried	Treated or exposed to remove all internal fluids; may have used silica gel.
Dried and pressed	#driedAndPressed	Treated to remove all internal fluids; flattened, typically mounted on paper.
Embedded	#embedded	Maintained in a solid matrix suitable for making thin sections.
Fluid preserved	#fluidPreserved	Maintained in formalin, ethyl alcohol, or other liquid preservative.
Freeze dried	#freezeDried	Removal of internal liquids using cold, low humidity environment.
Frozen	#frozen	Held at temperatures below freezing (32 Degrees F or 0 degrees C).
Glycerin	#glycerin	Replacement of original internal fluids with glycerine.
No treatment	#noTreatment	Absence of any deliberate preservation action.
Not applicable	#notApplicable	For living collections that grow and reproduce.
Pinned	#pinned	Treated to remove all internal fluids; held on metallic pin.
Recorded (analog)	#recordedAnalog	Observations, measurements, or images that capture phenomena in analog formats.
Recorded (digital)	#recordedDigital	Observations, measurements, or images that capture phenomena in digital formats.
Refrigerated	#refrigerated	Maintained at cool temperatures above freezing.
SEM stub	#semstub	Mounted and coated for scanning electron microscopy.
Skeletonized	#skeletonized	Removal of soft tissues including connective tissues.
Slide mount	#slideMount	Held on a glass slide using fixative and cover slip.
Stasis	#stasis	Collections capable of growing and reproducing that are held in a suspended state.
Surface coating	#surfaceCoating	Application of protective or consolidating surface coating using organic or inorganic materials.
Tanned	#tanned	Chemically treated skins and hides.

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Development Status Type	At http://rs.tdwg.org/ontology/voc/Collection	Controlled vocabulary for development status.
Active growth	#activeGrowth	Currently increasing in volume, count, number of taxa represented or other dimension due to intentional activity.
Closed	#closed	Currently closed to acquisitions or deposits.
Consumable	#consumable	Collection may or will be decreasing in volume, count, representation or other dimension due to intentional destructive analytical activity.
Decreasing	#decreasing	Currently diminishing in volume, count, number of taxa represented, or other dimension due to intentional activity.
Lost	#lost	Host institution has concluded that collection is permanently unavailable after appropriate efforts have been made although documentation of the collection exists.
Missing	#missing	Physical collection cannot be located although its documentation exists; the possibility of finding the collection exists.
Passive growth	#passiveGrowth	May increase in volume, count, number of taxa represented or other dimension due to unplanned and unpredictable activity.
Static	#static	Cannot or will not increase or decrease in any manner.

Conservation Status Type Term	At http://rs.tdwg.org/ontology/voc/Collection	Controlled vocabulary for conservation status. Terms are taken from the McGinley levels.
McGinley Level 1	#mcginley1	Specimens deteriorating, potentially cullable, or unprepared. Collection unit in need of immediate attention; museum pests, rusting pins, crystallizing slide media, unringed Hoyer's media, evaporated alcohol, fading labels, broken cover slip or slide, etc. Primary types missed in general collection.
McGinley Level 2	#mcginley2	Material properly prepared but not sorted or only rough-sorted; not readily available to specialists.
McGinley Level 3	#mcginley3	Specimens sorted to a level necessary to be efficiently accessible to research specialist for study. All specimens in soft-bottom trays, shell vials in jars or slide boxes, with appropriate levels denoting pertinent taxonomic information. Taxonomic category may vary among different taxa.
McGinley Level 4	#mcginley4	Valuable material that has been identified to the species level but not yet put away effectively inaccessible.
McGinley Level 5	#mcginley5	All specimens identified and integrated. However, this collection unit needs upgrading, e.g., names checked, header labels for unit trays prepared, transfer to soft-bottom trays, etc., box header labels checked against slides. Alcoholic collection with individual exposed vials, jar labels misleading or without detail, overall format heterogenous.
McGinley Level 6	#mcginley6	All specimens in soft-bottom unit trays; all unit-tray header labels, drawer or box, and cabinet labels completed; space left for expansion. When a collection reaches Level 6, the name(s) or who did the curation, the date of curation and listing of catalogues or monographs on which the names are based should be entered in the Smithsonian Collection Inventory File computerized files. Vial within jar system established, labels complete and accurately typed, expansion space allocated, and alcohol levels adequate.
McGinley Level 7	#mcginley7	Species inventory with header or box label generation completed. Alcoholic collection with taxa listed on jar labels and in database, as in Level 6 plus species-level inventory.

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McGinley Level 8	#mcginley8	Label data are recorded for systematic, biogeography or natural history studies. The data elements recorded will vary by group, however, a standard core set includes the following: a) a country/province/place/latitude-longitude; b) date of collection; c) collector(s); d) miscellaneous (for example, elevation, host). Miscellaneous voucher specimens, including types, from various studies are also ranked at this level.
McGinley Level 9	#mcginley9	Measurements, graphics, or other pertinent (descriptions) of specimens are captured in a database.
McGinley Level 10	#mcginley10	Groups of specimens included in published monographic, synthetic, or revisionary works, including primary type collection if storage is at Level 7 or higher. When groups of specimens serve to voucher published scientific collection-based studies and have undergone conservation and accession requirements of at least Level 7.

NCD: Normative documentation: Example NCD record

Note:The Cardinality column shows fields that should be considered mandatory (**M**), repeatable (**R**), or may appear in one or more local languages (**L**).

Header

Metadata about the record itself.

Label	Data	Description	Cardinality
Record Source	Test record transferred from NHM Collections Navigator. Originally authored in the NHM Unicorn LMS	Source of the record if not created by the author named in Author	
Record Harvest Date	2003-05-13	Date the record was last harvested	
Author	Susan Bennett	Person that created the record	M
Corporate Affiliation	Natural History Museum, London	Organisational affiliation of the author	R L
Record Created Date	2002-09-09	Date of record creation	M
Editor	Neil Thomson	Person that last edited the record	
Record Edited Date	2008-07-15	Date the record was last edited	
Record Rights	© 1994 - 2002 The Natural History Museum (London)	IPR statement about the record	L
Notes		Notes	L

Collection

A group of specimens or other natural history objects.

Label	Data	Description	Cardinality
Derived Collection		A "derived" collection record. The record has been derived from a query on an item-level database e.g. all items from Australia.	
Collection Identifier		LSID or URL of the RDF:about record	
Alternative Identifier	Museum Number: uls-a352878	Alternative identifier for the collection with an indication of the source e.g. ISCW.	R

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Parent Collection Identifier		Identifier for the parent collection for this sub-collection. Enables a hierarchy of collections and sub collections to be built.	
Acronym or Coden		Acronym, coden or initialism by which the institution is generally known indicating the source, e.g. Index Herbariorum.	R
Collection Name	Manuscript Collection of Hugh Whistler (1889-1943)	Official name of the Collection in the local language.	M R L
Alternative Name		Alternative name for the collection. In English language where <i>Collection name</i> is not in English.	R L
Associated Person	Whistler, Hugh, 1889-1943	Name(s) of person(s) associated with the collection.	R
Associated Person	Whistler, Fuller	[repeat]	
Associated Person	Ticehurst, Claud Buchanan, 1881-1941	[repeat]	
Associated Person	Mason, Kenneth	[repeat]	
Associated Person	Cave, Francis Oswin, 1897-1974	[repeat]	
Description	<p>The manuscript collection of Hugh Whistler (1889-1943) comprises notes on birds collected in 1926 on an expedition into the Shaksgam Valley and the Aghil Range which lie near the frontier between Kashmir and Chinese Turkestan [1926-1927] by K. Mason and F. O. Cave, accompanied by newspaper cuttings and letters to Whistler.</p> <p>The collection also contains notes on birds seen and collected on a trip to Sicily 1933, lists of Indian collecting localities compiled circa 1937, with annotated printed maps, and the following volumes entitled:</p> <p><i>Collection of birds skins (mounted and unmounted) in the possession of Captain F[uller] Whistler and Hugh</i></p>	Main description element may be anything from a few words to an essay, suitable for a general audience.	M L

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	<p><i>Whistler of Battle, Sussex</i> [from the British Isles, Egypt and India] 1909-1916.</p> <p><i>Measurements of Indian Birds</i> compiled circa 1940, <i>Measurements of Palearctic Birds</i> compiled circa 1942, and letters, maps, printed cuttings, and notes, including two boxes on the moult of mostly Indian birds.</p> <p><i>Birds of the Himalayas</i>, circa 1942, an incomplete typescript volume.</p>		
Description for Specialists	<p>Hugh Whistler (1889-1943), F.Z.S., M.B.O.U., was born at Mablethorpe in Lincolnshire and educated at Aldenham School. He served with the Indian police in the Punjab province for seventeen years.</p> <p>Whistler studied and collected birds and on retiring to England in 1926 he continued his researches into Indian ornithology. He also made collecting trips to Europe and North Africa, often in the company of Claud Buchanan Ticehurst (1881-1941).</p> <p>Whistler's publications include the <i>Popular handbook of Indian birds</i> (1928) and many papers on the birds of India.</p> <p>In collaboration with C. B. Ticehurst he began work on what was to be a comprehensive handbook on the birds of India, Burma and Ceylon.</p> <p>With the death of Whistler two years after that of Ticehurst the work was never completed.</p>	Optional additional descriptive text using terms that are more suited to a specialist audience. Attribute indicates the language of the text.	L
Extent	26 boxes of manuscript notes, 8 volumes, 2 typescripts, 1 manuscript, 2 notebooks, Letters, 2 newspaper cuttings and maps maps	An indication of the size or extent of the collection.	L
Collection Type	Manuscripts	Picklist keyword to indicate the typical content or unifying characteristic of the collection.	R

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Common Name Coverage	Birds (LCSH)	Common names or group names equivalent to the taxon names, in the local language.	R L
Conservation Status		Picklist keyword indicating the conservation status of the collection using the McGinley scale. Link to the date of assessment and repeat to show sequence of snapshots.	R
Conservation Status Date		The date that the conservation status was assessed.	R
Digital Format		Use for digital collections, recording MIME Types or PUIDs.	R
Digital Medium		Use for digital collections, recording the material or physical carrier of the resource e.g. DVD.	R L
Development Status	Closed	Picklist keyword indicating potential for change to the scope of the collection.	
Expedition Name		Uniform name for an expedition or voyage of discovery during which the material was collected.	R
Formation Period	c. 1926	Text description of the time period during which the collection was assembled e.g. "Victorian", or "1922 - 1932", or "c. 1750".	R L
Place Name Coverage	Shaksgam Valley (local)	Place names from which material in the collection originated.	R L
Place Name Coverage	Aghil Range (local)	[repeat]	
Place Name Coverage	Jammu-Kashmir (tgn 7000799)	[repeat]	
Place Name Coverage	Kashmir local Bharat (tgn 7000198)	[repeat]	
Place Name Coverage	Asia (tgn 1000004)	[repeat]	

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Place Name Coverage	Turkestan (tgn 7016836)	[repeat]	
Place Name Coverage	Sicilia (tgn 7003122)	[repeat]	
Place Name Coverage	Sicily (local)	[repeat]	
Place Name Coverage	Italia (tgn 1000080)	[repeat]	
Place Name Coverage	Europe (tgn 1000003)	[repeat]	
Place Name Coverage	India (local)	[repeat]	
Place Name Coverage	Great Britain (tgn 7008653)	[repeat]	
Place Name Coverage	United Kingdom (tgn 7008591)	[repeat]	
Place Name Coverage	As Sa`id (tgn 7001437)	[repeat]	
Place Name Coverage	Misr (tgn 7016833)	[repeat]	
Place Name Coverage	Egypt (local)	[repeat]	
Place Name Coverage	Africa (tgn 7001242)	[repeat]	
Place Name Coverage	Himalayas (tgn 7016919)	[repeat]	
Geospatial Coordinates		Decimal latitude(s) and longitude(s) of places of origin of the material in the collection.	R
Item-Level Access		URI of an item-level data source. This can be a Web service or a Webpage designed for humans.	R
Kingdom Coverage	Animalia	Picklist keyword to indicate biological kingdom.	R
Known to Contain Types		Flag element to indicate that the collection is known to include type specimens	
Living Time Period	Early 20 th century	Time period during which biological material was alive. Includes palaeontological time periods or other text phrases.	R L

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Physical Location	Tring Library MSS. WHISTLER 1	Link to the contact details for the host institution, or person for a private collection.	L
Primary Grouping Principle		Picklist keyword to indicate what the collection is about. The intellectual basis for grouping the collection rather than grouping based on physical characteristics.	
Primary Purpose	Research	Picklist key word to indicate the primary reason that the collection was assembled.	
Related Material	Finding aid by Frances E. Warr. <i>Manuscripts and Drawings in the Ornithology and Rothschild Libraries of The Natural History Museum at Tring</i> . Tring, Hertfordshire: British Ornithologists' Club in association with The Natural History Museum, London, 1996.	Indicating resources that are related to the collection, such as printed catalogues, finding aids, Websites, obituaries, etc.	R L
Related Material	Obituary. <i>Ibis</i> , 1943 pp.524-532.	[repeat]	
Related Collection	Whistler's huge collection of 17,000 birds was presented by the Hon. Mrs Whistler to The Natural History Museum (London)	Short descriptions of related collections, such as for other components of a large collection that has been dispersed.	R L
Related Collection	Letters written by Claud Buchanan Ticehurst (1881-1941) to Hugh Whistler (1889- 1943) are in the Zoology Department of The Natural History Museum (London)	[repeat]	
Specimen Preservation Method		Picklist keyword indicating the process or technique used to prevent physical deterioration of non-living collections.	R
Taxon Coverage	Aves	Taxon or taxa in the collection at Family level or higher.	R
Temporal Coverage	Early 20 th century	Time period covered by the materials in the collection.	R L

Access Conditions	http://www.nhm.ac.uk/research-curation/collections-library/collections-management/collections-navigator/accessrestrict.jsp	Terms and conditions under which the collection may be accessed. May be a URL to standard T&C. Default text for an institution may be overwritten for a particular collection if the restrictions are different.	R L
Usage Conditions	http://www.nhm.ac.uk/research-curation/collections-library/collections-management/collections-navigator/userrestrict.jsp	Terms and conditions under which the collection may be used. May be a URL to standard T&C. Default text for an institution may be overwritten for a particular collection if the restrictions are different.	R L
Provenance		A statement of any changes in ownership and custody of the collection since its creation that are significant for its authenticity, integrity, and interpretation.	R L
IPR Statements	Citation: By permission of the Trustees of The Natural History Museum (London).	Information about rights held in and over the resource. Typically, rights information includes a statement about various property rights associated with the resource, including intellectual property rights.	R L
Notes		Notes	L

Institution

An established organization or foundation, especially one dedicated to education, public service, or culture

Label	Data	Description	Cardinality
Institution Identifier		LSID or URL of the RDF:about record	
Name	Natural History Museum	Official name of the Institution in the local language.	L

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Alternative Name		Alternative name for the institution in English, if the official name is not in English.	
Unit Name	Department of Ornithology Library	Name of a component unit, such as a department.	L
Description	Outstation of the Natural History Museum at Tring in Hertfordshire, previously owned by Lionel Walter Rothschild	Description of institution, suitable for a general audience.	L
Alternative Identifier		Alternative identifier for the institution.	R
Contact	The Librarian, Natural History Museum, Department of Ornithology.	Link to Contact details (address, email etc.) to get more information about the collection.	R
Type	Research Institute Museum	Picklist keyword describing the primary activity or purpose of an organization or entity that holds or uses collections.	R
Parent Institution or Network	urn:lsid:biocol.org:col:34665	Name, acronym or coden of parent institution or network(s)	R L

Contact Details

Information on how to contact an entity including postal and electronic methods.

Label	Data	Description	Cardinality
Name		Person name, as would appear on a name label.	
Family Name		Family name.	
Given Name		Given name.	
Other Name		Other name(s).	R
Prefix		Prefix, e.g. Mr or Dr.	
Suffix		Suffix e.g. Jr or III.	
Job Title	The Librarian	Job title e.g. Curator.	L
Role		Role e.g. Collector or Observer.	R L
Institution Name	Natural History Museum	Institution name.	L
Institution Unit	Department of Ornithology	Institution unit name, e.g. department name.	L
Post Office Box		Post Office box no.	
Extended Address		Extended address.	R

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Street Number and Name	The Walter Rothschild building , Akeman Street	Street number and name.	
Local Area name	Tring	Local area name.	
Regional Name	Hertfordshire	Regional name.	
Postcode or ZIP code	HP23 6AP	Postcode or ZIP code.	
Country Name	United Kingdom	Country name.	
Telephone Number	+44 (0)20 7942 6171	Telephone number.	R
Fax Number		Fax number.	R
Email Address		Email address.	R
URL	http://www.nhm.ac.uk	URL for person or institution Web page	R
Logo URL		URL for a logo.	R
Notes		Notes.	L