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WORKSHOP AGREEMENT

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Dublin Core Metadata Element Set - Reference Description - Version 1.1

This CEN Workshop Agreement can in no way be held as being an official standard as developed by CEN National Members.

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Rue de Stassart, 36 • B-1050 Bruxelles
Tel : +32 2 550 08 11 • Fax : +32 2 550 08 19

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Foreword

This CEN Workshop Agreement (CWA) endorses the reference description, Version 1.1 of the Dublin Core Metadata Element Set, as developed by the Dublin Core Metadata Initiative. The 15 Metadata Elements in this CWA represent a stable set within the Dublin Core community. The version of the Dublin Core Metadata Element Set in this CWA represents a fixed point in an ongoing development process as a result of which the CWA may require to be updated.

Within the Dublin Core community, having agreed upon version 1.1, attention has now shifted to development of qualifiers for these 15 elements. Development work on DC qualifiers is ongoing and contributions from all sectors are sought by the DC community (http://purl.org/dc/).

The production of this CEN Workshop Agreement "Dublin Core Metadata Element Set - Reference Description" was formally accepted as part of the CEN/ISSS Workshop on Metadata for Multimedia Information - Dublin Core (WS/MMI-DC) in the Workshop's Kick-Off meeting on 1999-10-07.

The Dublin Core Metadata Element Set is designed for simple resource description and to provide minimum interoperability between metadata systems. Its potential for cross-sector interchange of metadata is recognised.

The Dublin Core Metadata Element Set does not attempt to meet all requirements of all sectors: other domain specific metadata schemas are available for richer description (e.g. the Geographic Information sector) There are several sector-specific DC implementations. Recognising these sector specific requirements, sectors are invited to consider the Dublin Core for integration into their domain-specific solutions.

It is expected that a cross-industry acceptance would benefit from a more formal status within Europe and from the availability of guidance information, which would lead to a rapid application within Europe. Therefore, after this endorsement of the Dublin Core specification 1.1 as a CEN Workshop Agreement, efforts will be directed towards the provision of guidance to European industry, making use of the Dublin Core.

This CWA has been agreed upon by the contributing partners in the CEN/ISSS Workshop on MMI-DC. A list of companies who have supported the document's contents may be obtained from the CEN/ISSS Secretariat.

The final review/endorsement round for this CWA was started on 1999-12-15 and was successfully closed with the approval by the MMI-DC Workshop meeting on 2000-01-25. The final text of this CWA was submitted to CEN for publication on 2000-02-28.

1 Scope

The Dublin Core is a metadata element set intended to facilitate discovery of electronic resources. Originally conceived for author-generated description of Web resources, it has attracted the attention of formal resource description communities such as museums, libraries, government agencies, and commercial organizations.

2. Definitions for the Dublin Core Metadata Element Set

The document summarizes the updated definitions for the Dublin Core metadata elements as originally defined in RFC2413 [1]. These new definitions will be officially known as Version 1.1. The definitions utilise a formal standard for the description of metadata elements. This formalisation helps to improve consistency with other metadata communities and enhances the clarity, scope, and internal consistency of the Dublin Core metadata element definitions.
Each Dublin Core element is defined using a set of ten attributes from ISO/IEC 11179-3 [2] for the description of data elements. These include:

- Name - The label assigned to the data element
- Identifier - The unique identifier assigned to the data element
- Version - The version of the data element
- Registration Authority - The entity authorised to register the data element
- Language - The language in which the data element is specified
- Definition - A statement that clearly represents the concept and essential nature of the data element
- Obligation - Indicates if the data element is required to always or sometimes be present (contain a value)
- Datatype - Indicates the type of data that can be represented in the value of the data element
- Maximum Occurrence - Indicates any limit to the repeatability of the data element
- Comment - A remark concerning the application of the data element

Fortunately, six of the above ten attributes are common to all the Dublin Core elements. These are, with their respective values:

```
Version:                1.1
Registration Authority: Dublin Core Metadata Initiative
Language:               en
Obligation:             Optional
Datatype:               Character String
Maximum Occurrence:     Unlimited
```

The above attributes will not be repeated in the below definitions, however, they do represent part of the formal element definitions.
The definitions provided here include both the conceptual and representational form of the Dublin Core elements. The Definition attribute captures the semantic concept and the Datatype and Comment attributes capture the data representation.

Each Dublin Core definition refers to the resource being described. A resource is defined in RFC2396 [3] as "anything that has identity". For the purposes of Dublin Core metadata, a resource will typically be an information or service resource, but may be applied more broadly.

Element: Title

```
Name:        Title
Identifier:  Title
Definition:  A name given to the resource.
Comment:     Typically, a Title will be a name by which the resource is
             formally known.
```

Element: Creator

```
Name:        Creator
Identifier:  Creator
Definition:  An entity primarily responsible for making the content of
             the resource.
Comment:     Examples of a Creator include a person, an organisation,
             or a service.
             Typically, the name of a Creator should be used to
             indicate the entity.
```

Element: Subject

```
Name:        Subject and Keywords
Identifier:  Subject
Definition:  The topic of the content of the resource.
Comment:     Typically, a Subject will be expressed as keywords,
             key phrases or classification codes that describe a topic
             of the resource.
             Recommended best practice is to select a value from a
             controlled vocabulary or formal classification scheme.
```

Element: Description

```
Name:        Description
Identifier:  Description
Definition:  An account of the content of the resource.
Comment:     Description may include but is not limited to: an abstract,
             table of contents, reference to a graphical representation
             of content or a free-text account of the content.
```

Element: Publisher

```
Name:        Publisher
Identifier:  Publisher
Definition:  An entity responsible for making the resource available
Comment:     Examples of a Publisher include a person, an organisation,
             or a service.
             Typically, the name of a Publisher should be used to
             indicate the entity.
```

Element: Contributor

```
Name:        Contributor
Identifier:  Contributor
Definition:  An entity responsible for making contributions to the
             content of the resource.
Comment:     Examples of a Contributor include a person, an organisation,
             or a service.
             Typically, the name of a Contributor should be used to
             indicate the entity.
```

Element: Date

```
Name:        Date
Identifier:  Date
Definition:  A date associated with an event in the life cycle of the
             resource.
Comment:     Typically, Date will be associated with the creation or
             availability of the resource.  Recommended best practice
             for encoding the date value is defined in a profile [4] of
             ISO 8601 [5] and follows the YYYY-MM-DD format.
```

Element: Type

```
Name:        Resource Type
Identifier:  Type
Definition:  The nature or genre of the content of the resource.
Comment:     Type includes terms describing general categories, functions,
             genres, or aggregation levels for content. Recommended best
             practice is to select a value from a controlled vocabulary
             (for example, the working draft list of Dublin Core Types [6]
             to describe the physical or digital manifestation
             of the resource, use the FORMAT element.
```

Element: Format

```
Name:        Format
Identifier:  Format
Definition:  The physical or digital manifestation of the resource.
Comment:     Typically, Format may include the media-type or dimensions of
             the resource. Format may be used to determine the software,
             hardware or other equipment needed to display or operate the
             resource. Examples of dimensions include size and duration.
             Recommended best practice is to select a value from a
             controlled vocabulary (for example, the list of Internet Media
             Types [7] defining computer media formats).
```

Element: Identifier

```
Name:        Resource Identifier
Identifier:  Identifier
Definition:  An unambiguous reference to the resource within a given context.
Comment:     Recommended best practice is to identify the resource by means
             of a string or number conforming to a formal identification
             system.
             Example formal identification systems include the Uniform
             Resource Identifier (URI) (including the Uniform Resource
             Locator (URL)), the Digital Object Identifier (DOI) and the
             International Standard Book Number (ISBN).
```

Element: Source

```
Name:        Source
Identifier:  Source
Definition:  A Reference to a resource from which the present resource
             is derived.
Comment:     The present resource may be derived from the Source resource
             in whole or in part.  Recommended best practice is to reference
             the resource by means of a string or number conforming to a
             formal identification system.
```

Element: Language

```
Name:        Language
Identifier:  Language
Definition:  A language of the intellectual content of the resource.
Comment:     Recommended best practice for the values of the Language
             element is defined by RFC 1766 [8] which includes
             a two-letter Language Code (taken from ISO 639 [9],
             followed optionally, by a two-letter
             Country Code (taken from ISO 3166-1 [10]).
             For example, 'en' for English, 'fr' for French, or
             'en-uk' for English used in the United Kingdom.
```

Element: Relation

```
Name:        Relation
Identifier:  Relation
Definition:  A reference to a related resource.
Comment:     Recommended best practice is to reference the resource by means
             of a string or number conforming to a formal identification
             system.
```

Element: Coverage

```
Name:        Coverage
Identifier:  Coverage
Definition:  The extent or scope of the content of the resource.
Comment:     Coverage will typically include spatial location (a place name
             or geographic coordinates), temporal period (a period label,
             date, or date range) or jurisdiction (such as a named
             administrative entity).
             Recommended best practice is to select a value from a
             controlled vocabulary (for example, the Thesaurus of Geographic
             Names [11]) and that, where appropriate, named places or time
             periods be used in preference to numeric identifiers such as
             sets of coordinates or date ranges.
```

Element: Rights

```
Name:       Rights Management
Identifier: Rights
Definition: Information about rights held in and over the resource.
Comment:    Typically, a Rights element will contain a rights
            management statement for the resource, or reference
            a service providing such information. Rights information
            often encompasses Intellectual Property Rights (IPR),
            Copyright, and various Property Rights.
            If the Rights element is absent, no assumptions can be made
            about the status of these and other rights with respect to
            the resource.
```

Annex A: References

[1] Dublin Core Metadata for Resource Discovery, Internet RFC 2413.
http://info.internet.isi.edu/in-notes/rfc/files/rfc2413.txt

[2] ISO/IEC 11179-3: 1994 "Information Technology - Specification and standardization of data elements - part 3: Basic Attributes of data elements"

[3] Uniform Resource Identifiers (URI): Generic Syntax, Internet RFC 2396.
<http://info.internet.isi.edu/in-notes/rfc/files/rfc2396.txt

[4] Date and Time Formats, W3C Note.
<http://www.w3.org/TR/NOTE-datetime>

[5] ISO 8601:1988 "Data elements and interchange formats - Information Interchange - Representation of dates and times"

[6] List of Resource Types. Dublin Core Draft Working Group Report.
<http://purl.org/DC/documents/wd-typelist.htm>

[7] Internet Media Types.
<http://www.isi.edu/in-notes/iana/assignments/media-types/media-types

[8] Tags for the Identification of Languages, Internet RFC 1766.
<http://info.internet.isi.edu/in-notes/rfc/files/rfc1766.txt>

[9] ISO 639:1988 "Codes for the representation of names of languages"

[10] ISO 3166-1:1997 "Codes for the representation of names of countries and their subdivisions - Part 1: Country codes"

[11] Getty Thesaurus of Geographic Names.
<http://shiva.pub.getty.edu/tgn_browser/>