

INSTG003: Archival Description: Jenny Bunn

[View Online](#)

1.

Procter, Margaret, Cook, Michael. Manual of archival description. 3rd ed. Aldershot: Gower; 2000.

2.

Roe, Kathleen. Arranging & describing archives & manuscripts. Vol. Archival fundamentals series. Chicago: Society of American Archivists; 2005.

3.

Schellenberg, T. R. Modern archives: principles and techniques [Internet]. Melbourne: F.W. Cheshire; 1956. Available from: <http://www2.archivists.org/publications/epubs>

4.

Jenkinson, Hilary, Carnegie Endowment for International Peace. Manual of archive administration [Internet]. 1922. Available from: <http://www2.archivists.org/publications/epubs>

5.

Muller, Samuel, Feith, Johan Adriaan, Fruin, R., Vereniging van Archivarissen in Nederland. Manual for the arrangement and description of archives. Vol. Archival classics series. Chicago: Society of American Archivists; 2003.

6.

paradigm | workbook on digital private papers | arranging and cataloguing digital and hybrid archives | introduction.

7.

ISAD(G) General International Standard Archival Description.

8.

ISAAR(CPF) International Standard Archival Authority Record For Corporate Bodies, Persons and Families.

9.

ISDF International Standard for Describing Functions.

10.

ISDIAH International Standard for Describing Institutions with Archival Holdings.

11.

Rules for Archival Description.

12.

Hensen, Steven L., Society of American Archivists. Describing archives: a content standard. Chicago: Society of American Archivists; 2004.

13.

Zhang J. The Principle of Original Order and the Organization and Representation of Digital Archives. 2010.

14.

Meehan J. Rethinking Original Order and Personal Records. 2010.

15.

Fisher R. In Search of a Theory of Private Archives: The Foundational Writings of Jenkinson and Schellenberg Revisited. 2009.

16.

Douglas J, MacNeil H. Arranging the Self: Literary and Archival Perspectives on Writers' Archives. 2009.

17.

MacNeil H. Archivalterity: Rethinking Original Order. 2008.

18.

Eastwood T. Putting the Parts of the Whole Together: Systematic Arrangement of Archives. 2000.

19.

Speidelsbach A. Subgroup vs. Series Arrangement: The William Irvine Papers. 1986;

20.

Boles F. Disrespecting Original Order. 1982;

21.

Holmes O. Archival Arrangement - Five Different Operations at Five Different Levels. 1964;

22.

Schellenberg TR. Principles of Arrangement. 1951.

23.

Hurley, Chris. Parallel Provenance: if these are your records, where are your stories?

24.

Horsman P. The last dance of the phoenix, or the de-discovery of the archival fonds. 2002.

25.

Millar L. The death of the fonds and the resurrection of provenance: Archival context in space and time. 2002.

26.

Hurley C. Ambient Functions - Abandoned Children to Zoos. 1995;

27.

Stockholm Conference on Archival Theory and the Principle of Provenance, Sweden. The principle of provenance: report from the First Stockholm Conference on Archival Theory and the Principle of Provenance 2-3 September 1993. Vol. Skrifter utgivna av Svenska riksarkivet. [Stockholm]: Swedish National Archives; 1994.

28.

Cook, Terry. The Concept of the Archival Fonds in the Post-Custodial Era: Theory, Problems and Solutions. Archivaria. 1993;35.

29.

Eastwood, Terence M., Bureau of Canadian Archivists. The Archival fonds: from theory to practice. [Ottawa]: Bureau of Canadian Archivists, Planning Committee on Descriptive Standards = Bureau canadien des archivistes, Comité de planification sur les normes de description; 1992.

30.

Barr D. Protecting Provenance: Response to the Report of the Working Group on Description at the Fonds Level. 1989;

31.

Bearman D, Lytle R. The Power of the Principle of Provenance. 1985;

32.

Duchemin, Michael. Theoretical Principles and Practical Problems of Respect des Fonds in Archival Science. *Archivaria*. 1983;(16).

33.

Scott, Peter, Cunningham, Adrian, Australian Society of Archivists. The arrangement and description of archives amid administrative and technological change: essays and reflections by and about Peter J. Scott. Brisbane: Australian Society of Archivists; 2010.

34.

Australian Society of Archivists. Describing archives in context: a guide to Australasian practice. Dickson, A.C.T.: Australian Society of Archivists; 2008.

35.

McKemmish S, Acland G, Ward N, Reed B. Describing records in context in the continuum: The Australian recordkeeping metadata schema. 1999;

36.

Smith C. The Australian Series System. 1995;

37.

McKemmish, Sue, Piggott, Michael, Australia. The Records continuum: Ian Maclean and Australian Archives first fifty years. Vol. Monash occasional papers in librarianship, recordkeeping and bibliography. Clayton: Ancora Press in association with Australian Archives; 1994.

38.

National Archives of Australia - Commonwealth Record Series Manual - Index.

39.

Peters V. Developing Archival Context Standards for Functions in the Higher Education Sector. Journal of the Society of Archivists. 2005 Apr;26(1):75-85.

40.

Dryden J. Cooking the perfect custard. Archival Science. 2003 Mar;3(1):27-42.

41.

Duff W. The acceptance and implementation of the Rules for Archival Description by Canadian Archives: A Survey. 1999;

42.

Thibodeau S. Archival Context as Archival Authority Record: The ISAAR(CPF). 1995;

43.

Walch, Victoria Irons, Matters, Marion E., Working Group on Standards for Archival Description, Society of American Archivists. Standards for archival description: a handbook : information systems, data exchange. Iowa City: Society of American Archivists; 1994.

44.

Haworth K. The Voyage of RAD: From the Old World to the New. 1993;

45.

Archivaria 35: Proceedings of the ACA Seventeenth Annual Conference, Montreal 12-15 September 1992. 1992;

46.

Archivaria 34: International Congress on Archives (ICA). 1992;

47.

Duff W, Haworth K. The Reclamation of Archival Description: The Canadian Perspective. 1991;

48.

Toward international descriptive standards for archives: papers presented at the ICA invitation meeting of experts on descriptive standards, National Archives of Canada, Ottawa, 4-7 October 1988. München: K.G. Saur; 1993.

49.

Dryden, Jean E., Haworth, Kent MacLean, Bureau of Canadian Archivists. Developing descriptive standards: a call to action. Vol. Occasional paper / Bureau of Canadian Archivists. Ottawa]: Bureau of Canadian Archivists;

50.

Suderman J. Defining Electronic Series: A Study. 2002.

51.

Hedstrom M. Recordkeeping metadata. Presenting the results of a working meeting. Archival Science. 2001 Sep;1(3):243-51.

52.

Wallace DA. Archiving metadata forum: Report from the Recordkeeping Metadata Working Meeting, June 2000. Archival Science. 2001 Sep;1(3):253-69.

53.

Duff WM. Evaluating metadata on a metalevel. Archival Science. 2001 Sep;1(3):285-94.

54.

Cunningham A. Six degrees of separation: Australian metadata initiatives and their relationships with international standards. Archival Science. 2001 Sep;1(3):271-83.

55.

Dryden J. Archival Description of Electronic Records: An Examination of Current Practices. 1995;

56.

Wallace D. Managing the Present: Metadata as Archival Description. 1995;

57.

MacNeil H. Metadata Strategies and Archival Description: Comparing Apples to Oranges. 1995;

58.

Duff W. Will Metadata Replace Archival Description: A Commentary. 1995;

59.

Hedstrom M. Descriptive Practices for Electronic Records: Deciding What is Essential and Imagining What is Possible. 1993;

60.

Wallace D. Metadata and the Archival Management of Electronic Records: A Review. 1993;

61.

Fenton C. Use of Controlled Vocabulary and Thesauri in UK Online Finding Aids. Journal of the Society of Archivists. 2010 Oct;31(2):187-205.

62.

UKAD Indexing Tutorial.

63.

Gagnon-Arguin, Louise, Bureau of Canadian Archivists. An introduction to authority control for archivists. Ottawa: Bureau of Canadian Archivists, Planning Committee on Descriptive Standards; 1989.

64.

National Council on Archives: Rules for the Construction of Personal, Place and Corporate Names.

65.

UKAT - UK Archival Thesaurus.

66.

UNESCO Thesaurus Home Page.

67.

Archives Hub - Rules and sources for creating index terms [Internet]. Available from: <https://archiveshub.jisc.ac.uk/help/access/>

68.

Chapman A. Collection-level description: Joining up the domains. *Journal of the Society of Archivists*. 2004 Oct;25(2):149–55.

69.

Guide to archival software.

70.

Shenton C. Raising the Portcullis: The automation of the Parliamentary Archives *Journal of the Society of Archivists*. 2006 Oct;27(2):155–64.

71.

Greene M, Meissner D. More Product, Less Process: Revamping Traditional Archival Processing. *The American Archivist*. 2005 Sep;68(2):208–63.

72.

Sexton A, Turner C, Yeo G, Hockey S. Understanding users: a prerequisite for developing new technologies. *Journal of the Society of Archivists*. 2004 Apr;25(1):33–49.

73.

Hill A. Serving the invisible researcher: Meeting the needs of online users. *Journal of the Society of Archivists*. 2004 Oct;25(2):139–48.

74.

Duff W, Craig B, Cherry J. Finding and Using Archival Resources: A Cross-Canada Survey of Historians Studying Canadian History. 2004.

75.

Anderson I. Are you being served? Historians and the search for primary resources. 2004.

76.

Duff W, Stoyanova P. Transforming the Crazy Quilt: Archival Displays from a Users' Point of View. 1998;

77.

Hutchinson T. Strategies for Searching Online Finding Aids: A Retrieval Experiment. 1997;