

THE DIGITAL ARCHIVE OF LITERACY NARRATIVES POLICY STATEMENT ON METADATA

Digital Archive of Literacy Narratives

Compose
Contribute
Collaborate



PREAMBLE

The DALN aims to provide descriptive metadata about its archival content, free of charge, for purposes of research, promotion, and development of the DALN's contents as well as its overall website. To these ends, the DALN, along with the assistance of its partners and contributors, has generated, recorded, and compiled metadata in order to make it available for reuse by third parties.

The DALN is committed to providing content and resources on the subject of literacy that individuals and collective entities may use to inform, inspire, and empower others. Additionally, the DALN wishes to provide easy access to metadata so that scholars, researchers, and others can put that information to beneficial uses. Because contributors to the DALN typically submit content according to open-access terms, either through Deed of Gift or licensed under a version of Creative Commons license (with various types of usage stipulations), we strive to make the associated metadata similarly open. This policy statement on metadata contained in the DALN database reflects this commitment. The DALN believes this statement is in accordance with open-access principles.

DEFINITIONS

This policy should be construed using the following definitions:

Content: For the DALN, content includes digital items submitted by contributors that consist of personal accounts of memories associated with literacy, as well as digital items in some way associated with those accounts. Content typically, although not exclusively, includes items such as digital audio or video files of narrative-based interviews (.mov, .mp3, .mp4, .m4v, etc.), text files of narratives (.doc, .docx, .rtf, .txt, etc.), digitally scanned image files of associated content and related ephemera (.jpg, .gif, .png., .pdf, etc.). Content is typically uploaded by, and in some cases on behalf of, the submitter.

Contributor: A contributor to the DALN consists of an individual or multiple persons who generate content and directly upload it, along with corresponding metadata and indication of licensing rights, to the DALN website. Alternately, contributors can have content uploaded to the DALN by proxy, typically by a field collection volunteer who also inputs metadata and licensing rights based on information supplied by contributors on paper forms.

Metadata: Metadata consist of textual information relating to content, hosted and stored by a Data Provider on the DALN website. Metadata include information that enables users to identify, discover, interpret, or manage content, such as the name of the person submitting a narrative, the date on which a submission was first created or published, or the time and geographical location of the events described in a particular narrative. Metadata might also include an expressive description of the content: for example, a brief synopsis of the narrative's main themes or plot. Much of the metadata housed in the DALN is generated or assigned by individual contributors or on their behalf by field collection volunteers, and is therefore covered by license designations made by contributors (typically either a Deed of Gift or Creative Commons license). Metadata not expressly generated in the context of individual submissions by contributors (for example, hyperlinks associated with content, numerical data indicating the collective growth of the database over time) are also included in the DALN and are open for users to access.

01. The Majority of Metadata Generated From DALN Contributions is Intended to Be Shared Freely.

The content and associated metadata contained in the DALN consists largely of originally produced material, and therefore is subject to the copyright protections and sharing stipulations established by contributors and the DALN. Metadata granted to the DALN, without restriction, under a Deed of Gift, as well as metadata generated independent of individual contributors, are intended to be shared freely and openly. Contributors can designate a Creative Commons license may express additional sharing stipulations, depending on the specific license (for example, there may be stipulations for non-commercial or non-derivative uses, or a stipulation for attribution). Users should make every effort to ensure that their use of specific metadata containing Creative Commons restrictions does not violate the specified terms.

02. THE DALN's Partners Share the DALN's Commitment.

The DALN, its contributors, and its partners are committed to making the archival contents and metadata open and sharable to promote innovative research and scholarship. Metadata associated with the DALN are largely open access to promote widespread use, except in the cases of explicit restrictions associated with Creative Commons licensing guidelines for particular contributor submissions. In other cases, contributors grant Content and associated Metadata to the DALN under a Deed of Gift, in which case the DALN places no restrictions on the use of metadata.

03. The DALN Asserts Minimal Rights Over Its Database of Metadata To Provide Open Access For Users

Except in cases where contributor-generated content and its associated metadata are licensed under a Creative Commons license with stipulated restrictions, DALN metadata are open for users to pursue innovative research, scholarship, and related applications. The DALN reserves

the right to remove content and associated metadata from the archives in rare cases, such as takedown requests from contributors or the discovery of objectionable content.

04. Open Access to Metadata, Except When Expressly Restricted.

The DALN supports the use of metadata in accordance with Contributors' wishes. DALN users are generally free to harvest, collect, modify, and/or otherwise use the metadata contained in the DALN. In instances where individual contributors have expressly indicated their submissions be licensed under a Creative Commons license, however, the specifications associated with the specific license type should be adhered to.

Users with questions or concerns about this metadata policy should contact the Directors of the DALN. Queries can be submitted via email to: mccorkle.12@osu.edu.