

Australian Standard[®]

AGLS Metadata Standard

Part 2: Usage guide



This Australian Standard® was prepared by Committee IT-021, Records and Document Management Systems. It was approved on behalf of the Council of Standards Australia on 3 May 2010.

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Standards Australia wishes to acknowledge the participation of the expert individuals that contributed to the development of this Standard through their representation on the Committee and through the public comment period.

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AGLS Metadata Standard

Part 2: Usage guide

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PREFACE

This Standard was prepared by Standards Australia Committee IT-021, Records and Document Management Systems to supersede AS 5044.2—2002, *AGLS metadata element set, Part 2: Usage guide*.

This Standard incorporates Amendment No.1 (September 2011). The changes required by the Amendment are indicated in the text by a marginal bar and amendment number against the clause, note, table, figure or part thereof affected.

AS 5044 consists of the following parts:

AS

5044 AGLS Metadata Standard

5044.1 Part 1: Reference description

5044.2 Part 2: Usage guide (this Standard)

The information in this two-part Standard was originally adapted from the Australian Government Locator Service (AGLS) metadata standard prepared by the AGLS Working Group for use in government agencies.

The National Archives of Australia made the AGLS metadata element set available on its website in 1998. The members of Committee IT-021, Records and Document Management Systems decided to expand it to cover non-government sectors and invited the AGLS Working Group to become a subcommittee of IT-021. Standards Australia published the Standard in 2002 and renamed it ‘AGLS Metadata Element Set’. Omitting the word ‘government’ from the title reflected that, with this version of the Standard, the audience was no longer limited to the public sector.

This revision is renamed ‘AGLS Metadata Standard’. This takes into account changes introduced by the Dublin Core Metadata Initiative (DCMI) in January 2008 in support of automated processes for identifying and interpreting the meanings implied in natural language (known as ‘semantic inferencing’).

This AGLS Metadata Standard provides a set of metadata properties and associated usage guidelines to improve the visibility, manageability and interoperability of online information and services.

The major changes to the 2002 edition are—

- (a) revising terminology, property descriptions and recommended formatting to remain consistent with the Dublin Core Metadata Initiative (DCMI);
- (b) assigning free standing descriptive labels to metadata terms;
- (c) a clear distinction between Vocabulary Encoding Schemes and Syntax Encoding Schemes;
- (d) including a DCMI property not previously in the AGLS standard (conformsTo);
- (e) including four new DCMI properties (accessRights, dateCopyrighted, rightsHolder and license);
- (f) introducing two new AGLS properties (dateLicensed and protectiveMarking);
- (g) introducing three additional sets of terms (Agent Metadata Terms, Availability Metadata Terms and Administrative Metadata Terms);
- (h) deprecation of one element refinement from the previous standard (DC.coverage.postcode);
- (i) changes to the obligation status of some properties;

- (j) including a new obligation status ‘Recommended’;
- (k) updating references to the most recent versions of Request for Comment (RFC) standards and ISO standards;
- (l) examples in eXtensible Hypertext Markup Language (XHTML); and
- (m) expanding the AGLS Audience Vocabulary Encoding Scheme.

This Standard uses the term ‘informative’ to define the application of the Appendix to which it applies. An ‘informative’ Appendix is only for information and guidance.

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FOREWORD

Development History

The AGLS Metadata Standard (formerly known as the Australian Government Locator Service) had its origins in the work of the Information Management Steering Committee (IMSC), an interdepartmental committee established by the then Commonwealth Office of Government Information Technology (OGIT). The then Chief Government Information Officer, Andy McDonald, established the IMSC in 1996. Chaired by the then Deputy Director-General of the National Library, Eric Wainwright, the Committee released its report, *The Management of Government Information as a National Strategic Resource*, in August 1997. This report proposed frameworks for government information policy and the deployment of associated technology into the 21st century.

Development of the AGLS element set began in December 1997 with an invitational workshop held at the National Archives of Australia. The workshop brought together representatives of federal and state/territory government agencies, other interested parties such as the Federal Libraries Information Network, and the academic research community. The development objective was to produce a set of metadata elements which would improve the visibility, availability and interoperability of government information and services through the provision of standardised Web-based resource descriptions which enable users to locate the information or service that they require.

From 1998 the use of AGLS spread beyond the public sector for which the standard was originally developed. The use of AGLS by various cross-sectoral web portal initiatives accelerated this process. In recognition of the wide potential adoption of AGLS within Australia, Standards Australia decided to adapt and issue AGLS as an Australian Standard. Standards Australia first issued the Standard in 2002, incorporating a set of 19 elements.

The current version of the Standard takes into account changes introduced by the Dublin Core Metadata Initiative (DCMI) in January 2008.

Today the development objective of the AGLS Working Group is to maintain a set of metadata properties to improve the visibility, availability and interoperability of information and services through the provision of standardised resource descriptions which enable users to locate the information or service that they require.

Relationship to Dublin Core

AGLS is an application profile of Dublin Core metadata standard (<http://dublincore.org/>). The International Organization for Standardization issued the Dublin Core Metadata Element Set (DCMES) as ISO 15836:2003. The American National Standards Institute issued the DCMES as ANSI/NISO Z39.85:2007.

AGLS is a more complex set of properties than the Dublin Core standard, containing sub-properties enabling it to describe more categories of resources and allow richer description of resources. AGLS is entirely compatible and interoperable with Dublin Core. AGLS does not displace any other metadata standard. AGLS can coexist with other metadata standards based on different semantics.

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STANDARDS AUSTRALIA

**Australian Standard
AGLS Metadata Standard****Part 2: Usage guide**

SECTION 1 SCOPE AND INTRODUCTION

1.1 SCOPE

This Standard is an entry point for those wishing to implement the AGLS Metadata Standard for the online description of online or offline resources. It provides details on the use of AGLS metadata and how to assign metadata to resources. This makes resources easier to locate on the Internet. This Standard explains how to use AGLS metadata properties to describe resources at an abstract level to make them easier to locate. It includes examples of the use of each property. This Standard also includes information about certain business issues that need to be resolved when making a decision to implement AGLS metadata. Although examples are given, this Standard does not prescribe an encoding method.

This Standard is for use with AS 5044.1, which explains the semantics of the AGLS properties, and should not be used without reference to that document.

1.2 REFERENCED DOCUMENTS

The following documents are referenced in this Standard:

AS

5044 AGLS Metadata Standard
5044.1 Part 1: Reference description

AS ISO

15489 Records management

AS/NZS ISO

19115 Geographic information—Metadata

ISO

639 Codes for the representation of names of languages

639-1 Part 1: Alpha-2 code

639-3 Part 3: Alpha-3 code for comprehension coverage of languages

3166 Codes for the representation of names of countries and their subdivisions

8601 Data elements and interchange formats—Information interchange—Representation of dates and times

15836 Information and documentation—The Dublin Core metadata element set

15924 Information and documentation—Codes for the representation of names of scripts

ANSI/NISO

Z39.85 The Dublin Core Metadata Element Set. ANSI/NISO 2007

RFC

2082 RIP-2 MP5 Authentication, January 2007

2368 The mailto URL Scheme, July 1998