



•<u>Methodologies for cataloguing cultural</u> <u>heritage</u>

•Computerised cataloguing and multimedia documentation

Thesaurus for identification of movable archaeological properties

TERMINOLOGICAL INSTRUMENTS

The **ICCD terminological instruments** serve as fundamental standards in cataloguing. They range from simple lists of terms to tables of values, glossaries and full thesauruses.

They support the development of a **common language** among actors in the cultural heritage sector, for the acquisition, exchange and use of knowledge.

Thesaurus for identification of movable archaeological properties



Methodologies for cataloguing cultural heritage

Ministry for Cultural Heritage and Activities and Tourism Central Institute for Cataloguing and Documentation

THESAURUS FOR IDENTIFICATION OF ARCHAEOLOGICAL MATERIALS

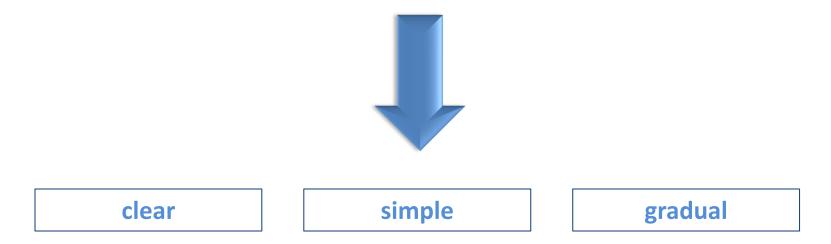
The ICCD vocabularies were extensively revised beginning in **2005**, as part of the computerisation work carried out under the "*Progetto Lotto*".

Beginning in **2008**, <u>**17,000 definitions**</u> were gathered from the SIGECweb databanks and the *Progetto Lotto* catalogue records. These terms have been checked and brought into conformity, creating a lexical basis for systematic reorganisation of the entire terminological framework for archaeological movable properties.

In **2009**, a first proposal for the thesaurus structure was prepared, organised under both hierarchical and conceptual-ordering criteria.

Refinements and supplements were added over the years **2010 to 2012**, leading to the current structure of the vocabulary as of **2014**.

Thesaurus must be suited to different cataloguers, ranging from "non-expert" to expert, and for different uses, including inventory activities.



The International Organisation for Standards has issued guidelines for construction of thesauruses: ISO standard 5963:1985, 2788:1986, and ANSI/NISO Z39.19-2005.

STRUCTURE OF THE THESAURUS FOR MOVABLE ARCHAEOLOGICAL PROPERTIES

The thesaurus is organised in a "table" format:

- Levels 1 to 3 are used for **CATEGORIES** (macro-categories to subcategories)
- Level 4 lists the **main terms** for identification of the property. The list also includes terms identified as "**NON-preferential**", indicated in round brackets.
- Level 5 lists the more specific terms concerning **FUNCTION**, **FORM** and **PART**.

SCHEDA RA - REPERTI ARCHEOLOGICI - STRUTTURA DEL THESAURUS									
LIVELLI GERARCHICI PREVISTI NEL THESAURUS SONO UTILIZZATI PER VALORIZZARE CAMPI DIVERSI DEL TRACCIATO DELLA SCHEDA RA 3.00, paragrafo OG-OGGETTO (vedere di seguito le istruzioni specifiche)									
(vedere LIVELLI DA UTILIZZARE PER LA COMPILAZIONE DEL CAMPO CLS Categoria - Classe e produzione Per la compilaziona del campo CLS vanno selezionare la definizioni genechicamente relazionate al termine e alle une eventuali specifiche scelti dai raccessivi livelli 4 e 5 del thesauras (si rinvia in proposito alle intrazioni per l'utilizzo del vocabolazio aperto per il campo CLS della scheda RA, pubblicate sul sito ICCD)			en seguno de infranomi specificado LIVELLI DA UTILIZZARE PER LA COMPILAZIONE DEL SOTTOCAMPO OGTD - Definizione			ATTRIBUTI DEL TERMINE INSERITO IN UNO DEI LIVELLI 1-6			
LIVELLO1	LIVELLO 2	LIVELLO 3	LIVELLO 4	LO4 LIVELLOS					
CATEGORIA ILIVELLO	CATEGORIA ILLIVELLO	CATEGORIA III LIVELLO	TERMINE	TERMINE PIU APRCIPICO		TERMINE PREFERENCIALE	NOTA D'AMBITO	IMMAGINE ESEMPLIPICATIVA	
				FUNZIONE	MORFOLOGIA	PARTE			
col. 1	col. 2	col. 3	col. 4		col. 5				

CATEGORIE term	ine specifiche	termine nota	immagine
I-II-III LIVELLO	(morfologiche, funzionali, parti	preferenziale d'ambito	esemplificativa

USING THE THESAURUS

Thesaurus levels 1 to 3 correspond to the first three levels of the Archaeological object catalogue sheet, which are the CLS or "Class and production" fields.

The terms in Thesaurus level 4 are used in the **OGTD** subfield, for identification of the property.

Thesaurus level 5 is used for compiling any **Specific functions and types**, and/or for identification of any remaining parts.

Terms taken from different levels of the thesaurus must be divided by a forward slash "/" followed by a space. Multiple terms from level 5 of the thesaurus must be divided by a comma ",", followed by a space.

The first term in the sequence is always the main identifier of the cultural property. The last term, if used, is the identification of any remaining part from the original object.

Here are some examples of compiling the OGTD subfield:

amphora amphora/ transport amphora/ transport, point

belt belt/ for bearing arms, multiple

stone panel stone panel/ surfacing stone panel/ surfacing, with inscription

statue statue/ colossal statue/ colossal, foot

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OG - OGGETTO			
OGT - OGGETTO			
OGTD - Definizione	kantharos		
OGTT - Tipologia	gruppo St. Valentin		
CLS - Categoria - classe e produzione	STRUMENTI, UTENSILI E OGGETTI D'USO/ CONTENITORI E RECIPIENTI/ CERAMICA/ Ceramica attica		

OG - OGGETTO	
OGT - OGGETTO	
OGTD - Definizione	fibula
OGTT - Tipologia	Tipo Certosa
CLS - Categoria - classe e produzione	ABBIGLIAMENTO E ORNAMENTI PERSONALI MONILI



Methodologies for cataloguing cultural heritage

Ministry for Cultural Heritage and Activities and Tourism Central Institute for Cataloguing and Documentation Development of the thesaurus is "<u>a work in progress</u>". We are open to suggestions for additions and changes. Just write to:

http://iccd.beniculturali.it/risponde/

We welcome comments, suggestions and improvements for all the cataloguing standards.