

# ***Discover Archives***

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Liaison Get-Together

May 24, 2018

University of Toronto Archives &  
Records Management Services  
<http://utarms.library.utoronto.ca>

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Information Technology Services  
<http://its.library.utoronto.ca>



UNIVERSITY OF TORONTO  
LIBRARIES

# What is *Discover Archives*?

<https://discoverarchives.library.utoronto.ca>



The screenshot shows the Discover Archives website interface. At the top, there is a dark blue header with the University of Toronto logo and 'UNIVERSITY OF TORONTO DISCOVER ARCHIVES' text on the left. In the center of the header is a 'Browse' button and a search bar with a magnifying glass icon. On the right of the header are icons for a link, a globe, and a person, followed by a 'Log in' button.

Below the header, the page is divided into two main sections. On the left is a 'Browse by' sidebar with a list of categories: 'Archival institutions', 'Archival descriptions', 'People and organizations', 'Newest additions', 'Cody Family fonds', 'Sidney Earle Smith fonds', 'James Loudon fonds', 'Laurie Kahn (Frank Plumpton Ramsey) Papers', 'Norman Jamieson Endicott fonds', 'Fr. Edward A. Synan fonds', 'David Lloyd MacIntosh fonds', 'Harry Morris Cassidy fonds', and 'University of Toronto. New College fonds'. Each category is separated by a horizontal line.

The main content area is titled 'Discover Archives' and features a large image of a historical document. The document is a circular arrangement of 16 oval portraits of men, with a central photograph of a building. The text 'VICTORIA COLLEGE BOB COMMITTEE, 1916' is written at the bottom of the document. To the right of the image is a dark blue panel with the text 'VICTORIA COLLEGE BOB COMMITTEE, 1916', 'VICTORIA UNIVERSITY ARCHIVES PHOTOGRAPH COLLECTION (1991.161/P0260)', and 'VICTORIA UNIVERSITY ARCHIVES'. Below this panel is a blue 'READ MORE' button and a row of five small grey squares.

Below the image and panel, there is a white text box with the following content:

Welcome to Discover Archives, a shared portal for exploring archival holdings at the University of Toronto and its federated colleges. The database contains descriptions of material related to the University of Toronto's history, as well as records from private individuals, families, businesses, and organizations.

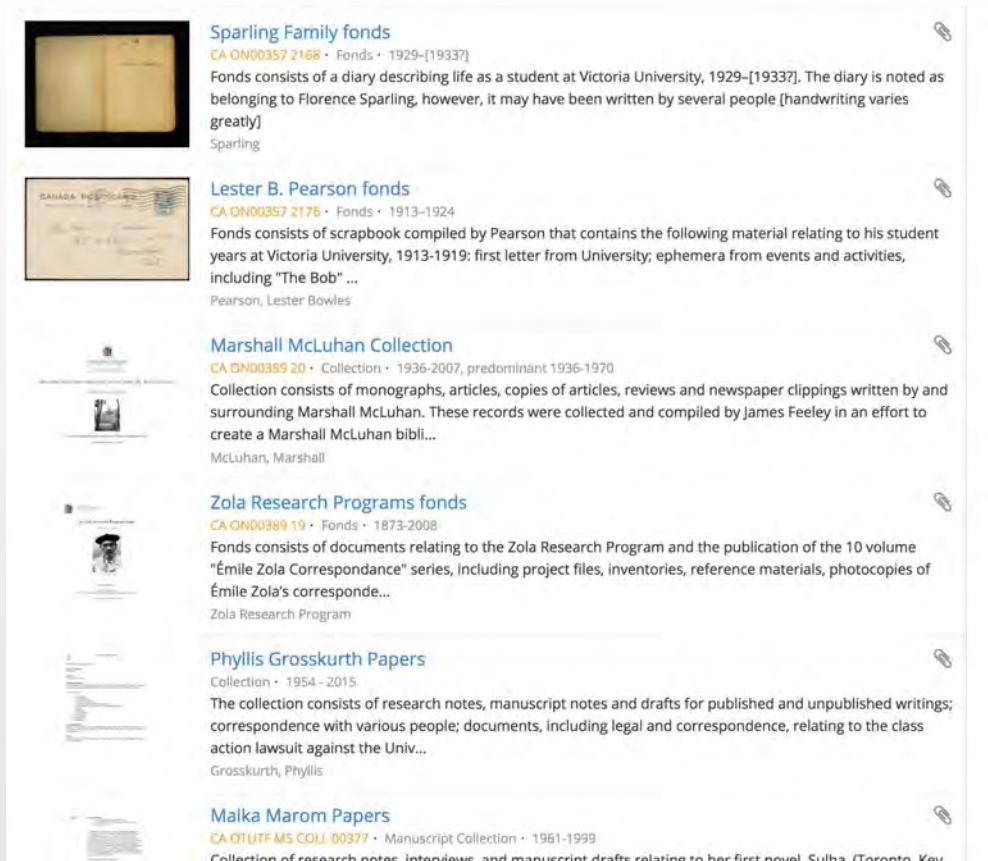
Visit the [Search Tips](#) page to get started with your search and to explore different search options.

# What is *Discover Archives*?

✘ Image repository

★ Archival descriptions

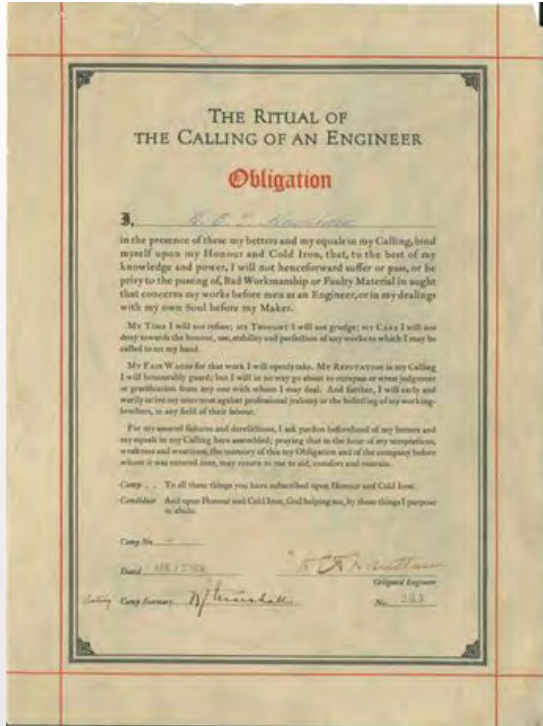
★ Full text searching of finding aids



The screenshot displays a list of archival collections on the Discover Archives website. Each entry includes a thumbnail image, a title, a unique identifier (CA ID), a date range, and a brief description of the collection's contents. The collections listed are:

- Sparling Family fonds** (CA ON00357 2168): Fonds consists of a diary describing life as a student at Victoria University, 1929-[1933?]. The diary is noted as belonging to Florence Sparling, however, it may have been written by several people [handwriting varies greatly]. Sparling
- Lester B. Pearson fonds** (CA ON00357 2176): Fonds consists of scrapbook compiled by Pearson that contains the following material relating to his student years at Victoria University, 1913-1919: first letter from University; ephemera from events and activities, including "The Bob" ... Pearson, Lester Bowles
- Marshall McLuhan Collection** (CA DN00389 20): Collection · 1936-2007, predominant 1936-1970. Collection consists of monographs, articles, copies of articles, reviews and newspaper clippings written by and surrounding Marshall McLuhan. These records were collected and compiled by James Feeley in an effort to create a Marshall McLuhan bibli... McLuhan, Marshall
- Zola Research Programs fonds** (CA ON00389 19): Fonds · 1873-2008. Fonds consists of documents relating to the Zola Research Program and the publication of the 10 volume "Émile Zola Correspondance" series, including project files, inventories, reference materials, photocopies of Émile Zola's corresponde... Zola Research Program
- Phyllis Grosskurth Papers** (Collection · 1954 - 2015): The collection consists of research notes, manuscript notes and drafts for published and unpublished writings; correspondence with various people; documents, including legal and correspondence, relating to the class action lawsuit against the Univ... Grosskurth, Phyllis
- Maika Marom Papers** (CA OTUTF MS COLL 00377): Manuscript Collection · 1961-1999. Collection of research notes, interviews, and manuscript drafts relating to her first novel, Sulha (Toronto, Key

# About Archives



## Archives keep *records*

“Recorded information in any form, created or received by a person, family, corporate or government body in the course of the creator's activities or functions”

# About Archives

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Library material	Archival material
Published	Unpublished
Secondary sources	Primary sources
Interpretations	Evidence
Not often original	Original material
Replaceable	Irreplaceable



# About Archives

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Libraries	Archives
Can browse materials	Closed stacks
Can sign out materials	On-site research
Organized by subject	Organized by provenance and original order
Catalogued at item-level	Described at higher levels

# About Archives

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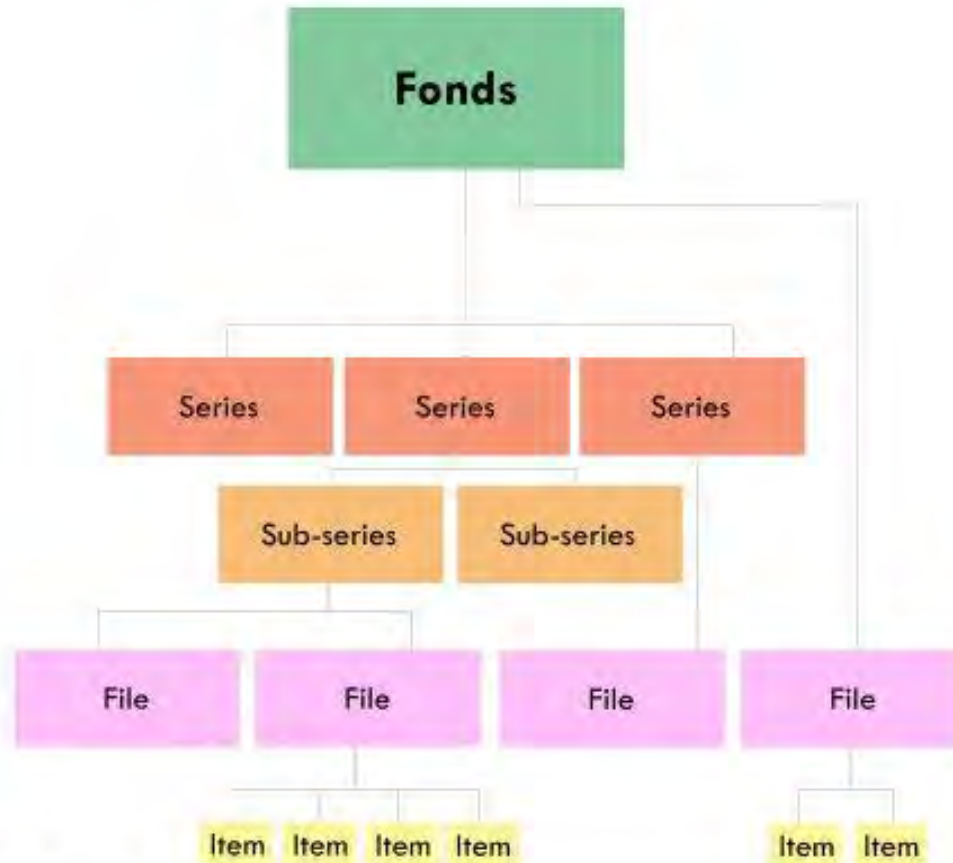
**Archival *fonds*:** all of the documents created and/or accumulated and used by a person, family, government institutions, or corporate body in the course of that creator's activities or functions.



Andy Warhol Archive (fonds) at the Andy Warhol Museum, Pittsburgh.

<http://www.warhol.org/collection/archives/>

## Levels of arrangement in a fonds



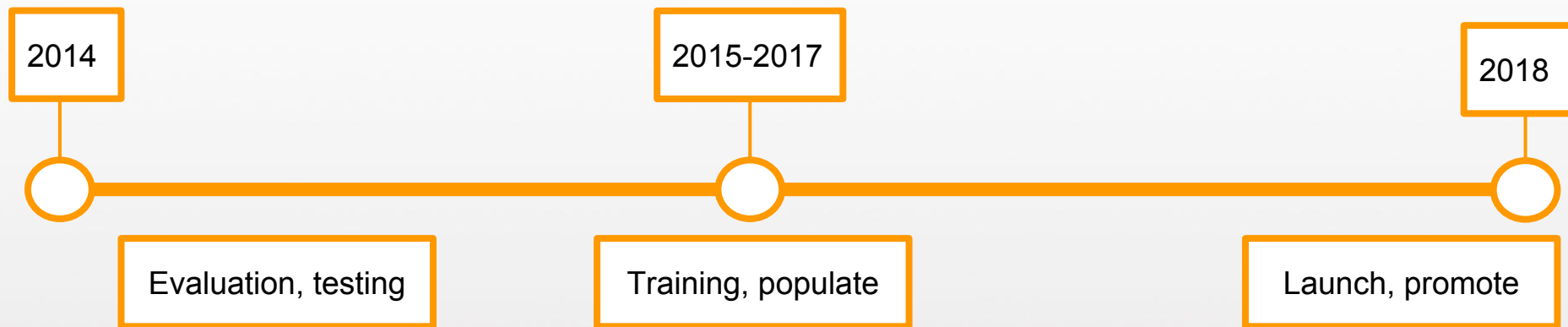


# Archival Arrangement & Description

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- **Finding aid:** a document containing detailed information about a specific collection of papers or records within an archive. They often consist of an inventory and description of the materials, their source, and their structure.
- **Archival data isn't like library data**
  - All of our descriptions are original work
  - Archival records are organic and interrelated - *we think in terms of aggregates rather than discrete items*
  - There's never enough time to describe everything
  - Standards adoption has been slow and uneven...

# The Timeline of *Discover Archives*



# Why Access to Memory (AtoM)?

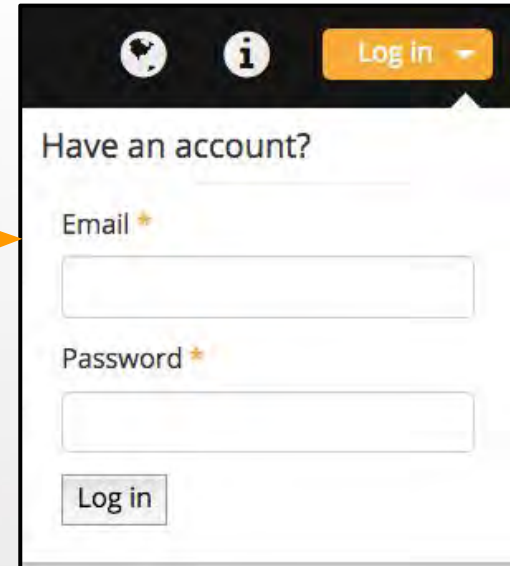
<b>UTL Needs</b>	<b>AtoM</b>
Collaborative work flows	Web based ; multi-department
Standards based	Built-in standards compliance w/web forms; RAD, ISAD(G), EAD, Dublin Core, MODS (can export MODS and crosswalk to MARC)
Discovery	Search/Browse; multi-lingual; hierarchical
Interoperable	Import / export friendly ; OAI-PMH; API feed
Configurable	Open source; community development
Community	Used across Canada with integration of international standards

University of Toronto Archives &  
Records Management Services  
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Information Technology Services  
<http://its.library.utoronto.ca>

# Benefits of *Discover Archives*

<b>UTL Needs</b>	<b>AtoM</b>
Collaborative work flows	Web based ; multi-department



Have an account?

Email \*

Password \*

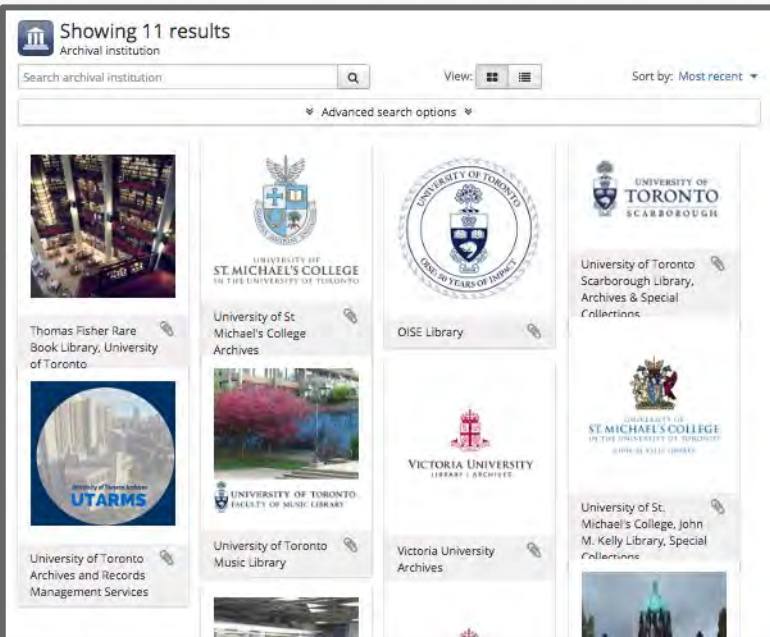
Log in



Created by Vittorio Maria Vecchi  
from the Noun Project

University of Toronto Archives &  
Records Management Services  
<http://utarms.library.utoronto.ca>

Information Technology Services  
<http://its.library.utoronto.ca>



Showing 11 results  
Archival institution

Search archival institution

View: [Grid] [List]

Sort by: Most recent

Advanced search options

- Thomas Fisher Rare Book Library, University of Toronto
- University of St Michael's College Archives
- OISE Library
- University of Toronto Scarborough Library, Archives & Special Collections
- University of Toronto Archives and Records Management Services
- University of Toronto Faculty of Music Library
- Victoria University Library Archives
- University of St. Michael's College, John M. Kelly Library, Special Collections
- University of Toronto Music Library
- Victoria University Archives

# Benefits of *Discover Archives*

<b>UTL Needs</b>	<b>AtoM</b>
Standards based	Built-in standards compliance w/web forms; RAD, ISAD(G), EAD, Dublin Core, MODS

Reports

Import

XML

CSV

Export

Dublin Core 1.1 XML

EAD 2002 XML

UNIVERSITY OF TORONTO LIBRARIES

Search University of Toronto Archives and Rec... Browse

Fonds 1992 - Helen J. Breslau fonds (Draft)

Identity area

Reference code  
CA UTA 1992

Identifier \*  
1992

Title \*  
Helen J. Breslau fonds

Date(s) \*  
Type Date Start End

Creation	1968-2000 (predominant 1968-1971)	1968	2000	x
Creation				

Level of description \*

Dates of existence - This is a mandatory element.  
Description identifier - This is a mandatory element.

# Benefits of *Discover Archives*

<b>UTL Needs</b>	<b>AtoM</b>
Discovery	Search/Browse; multi-lingual; hierarchical

Narrow your results by:

Showing 1482 results  
Archival description

Sort by: Most recent

3 results with digital objects [Q](#) Show results with digital objects

**Harold Scott Macdonald Coxeter fonds**  
CA UTA 1183 · Fonds · 1891-2003 (predominant 1930-2003) · Draft  
This fonds contains several series of records that document both Coxeter's professional and personal life. Much of the professional correspondence in Series 2, as well as awards, tributes and obituaries found in Series 1 document his role as a ma...  
Coxeter, Harold Scott Macdonald

**James E. Guillet fonds**  
CA UTA 1337 · Fonds · 1944-2005 · Draft  
Personal records of Professor James E. Guillet, documenting his academic and professional career as chemist with Eastman Kodak Company, as a professor of chemistry at the University of Toronto, and as an inventor and promoter of basic research and...  
Guillet, James Edwin

**University of Toronto: Students, Post-doctoral fellows and visiting professors**  
1337-4 · Series · 1963-2002 · Draft  
Professor Guillet was highly respected and sought after by students and senior scientists alike, both in Canada and abroad. Over the years he supervised 28 PhD theses, 26 masters degrees and 50 post-doctoral fellows and research associates. Some...

**Photographs**  
1337-11 · Series · 1969-1992 · Draft  
Formal portraits, publicity prints and snapshots documenting Professor Guillet's research. In particular there are prints showing Professor Guillet in his lab with Arthur Stein and Andjelka Lavoie, working with the molecular probe apparatus in 19...  
[Addresses](#)

# Benefits of *Discover Archives* for you

- A “place” to discover what primary resources exist at U of T

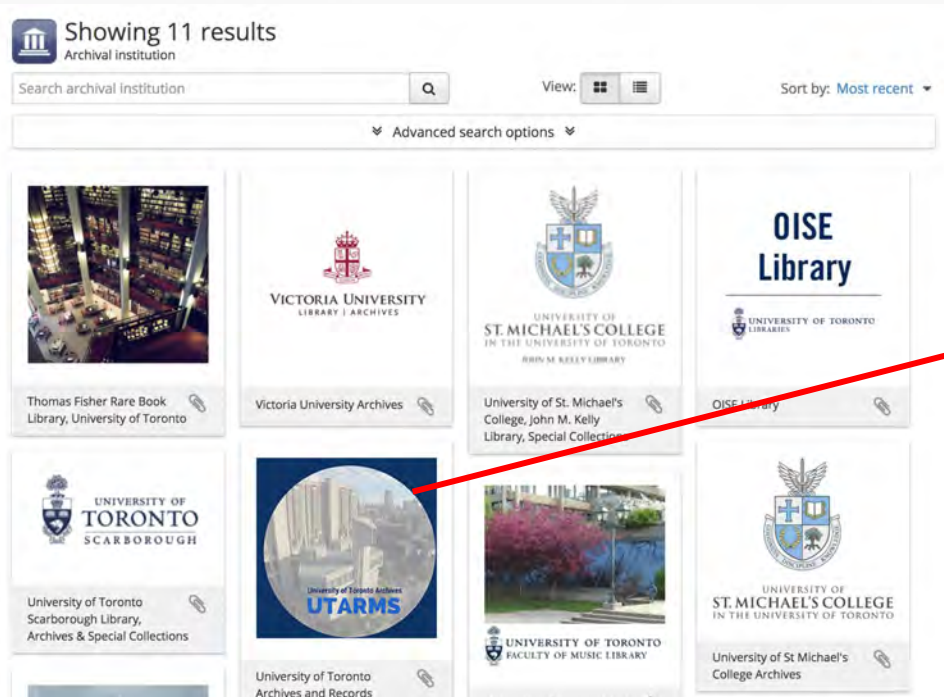
Showing 11 results  
Archival institution

Search archival institution

View:

Sort by: Most recent ▾

Advanced search options ▾



The screenshot shows a grid of 11 search results for archival institutions. Each result includes a thumbnail image, the institution's name, and a brief description. A red arrow points from the 'UTARMS' result in the bottom row to the detailed view on the right.

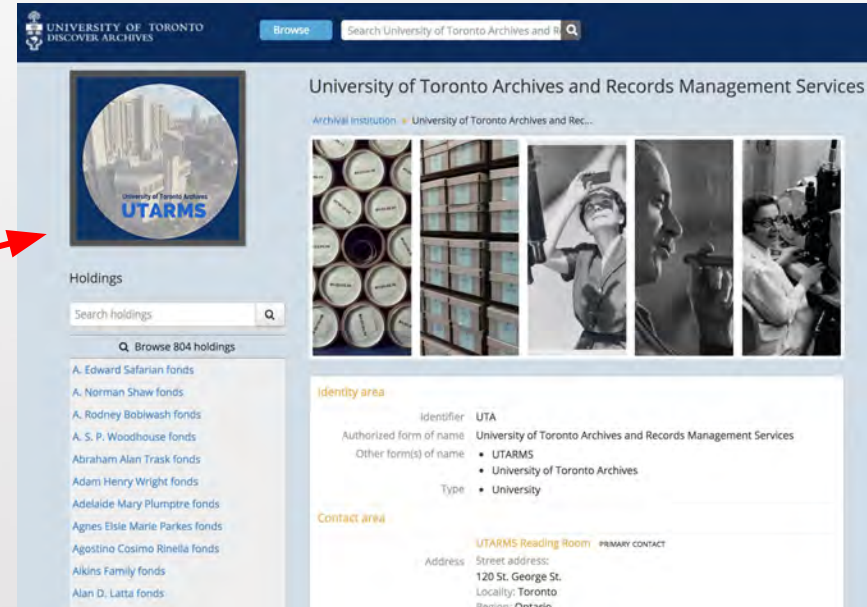
- Thomas Fisher Rare Book Library, University of Toronto
- Victoria University Archives
- University of St. Michael's College, John M. Kelly Library, Special Collections
- OISE Library
- University of Toronto Scarborough Library, Archives & Special Collections
- University of Toronto Archives and Records
- University of Toronto Faculty of Music Library
- University of St Michael's College Archives

UNIVERSITY OF TORONTO  
DISCOVER ARCHIVES

Browse

## University of Toronto Archives and Records Management Services

Archival institution: University of Toronto Archives and Records Management Services



The screenshot shows the detailed view of the University of Toronto Archives and Records Management Services. It includes a header with the logo and a search bar, a main image of the UTARMS logo, and a list of holdings. A red arrow points from the search results page to this detailed view.

### Holdings

Search holdings

Browse 804 holdings

- A. Edward Safarian fonds
- A. Norman Shaw fonds
- A. Rodney Boblwash fonds
- A. S. P. Woodhouse fonds
- Abraham Alan Trask fonds
- Adam Henry Wright fonds
- Adelaide Mary Plumtre fonds
- Agnes Elsie Marie Parkes fonds
- Agostino Cosimo Rinella fonds
- Alkins Family fonds
- Alan D. Latta fonds

### Identity area

Identifier UTA

Authorized form of name University of Toronto Archives and Records Management Services

- UTARMS
- University of Toronto Archives

Type University

### Contact area

UTARMS Reading Room PRIMARY CONTACT

Address Street address: 120 St. George St.  
Locality: Toronto  
Region: Ontario

# Benefits of *Discover Archives* for you

- A “place” to discover what primary resources exist at U of T

ARCHIVAL INSTITUTION	Count
All	
Victoria University Archives	41
Thomas Fisher Rare Book Library, U...	29
University of Toronto Archives and R...	25
Victoria University Library - Special C...	8
University of St. Michael's College, Jo...	3
University of Toronto Scarborough Li...	1

ARCHIVAL INSTITUTION	Count
All	
Victoria University Archives	41
Thomas Fisher Rare Book Library, U...	29
University of Toronto Archives and R...	25
Victoria University Library - Special C...	8
University of St. Michael's College, Jo...	3
University of Toronto Scarborough Li...	1

Showing 107 results

Archival description

Advanced search options

Print preview View: [Grid] [List]

Sort by: Relevance

22 results with digital objects Show results with digital objects

**Frye, Northrop**  
UTA 1939-2-B2001-0001/005(12) · File ·  
Part of Germaine Warkentin fonds

**Frye, N.**  
CA ON00357 2063-4-2-1987.068V-15-10RR · File · 1977-1982 ·  
Part of Victoria College (Toronto, Ont.), Principal's Office fonds

**Frye, Northrup**  
UTA 1383-1-1-B1994-0002/002(05) · File · 1989-1990 ·  
Part of Helen Sawyer Hogg fonds

**Notes and outlines: Frye**  
UTA 1060-1-B2011-0018-B-B2011-0018/012(28) · File · [196-] - [198-] ·  
Part of Claude Bissell fonds

**Letter from Northrop Frye**  
CA ON00389 6-4-B · File · May 1, 1961 ·



# Benefits of *Discover Archives* for you

- Hierarchical navigation of archival descriptions

## LEVEL OF DESCRIPTION

[All](#)

[File](#) 51976

[Item](#) 3495

[Series](#) 2329

[Accession](#) 1239

[Fonds](#) 1206

[Subseries](#) 647

[Manuscript Collection](#) 569

[Collection](#) 94

[Sous-fonds](#) 62

## Collection 5001 - Library Oral History Programme collection

- [Collection] 5001 - Library Oral History Programme collection
  - [File] B1986-0037 - Abols, Gesta Janie "Gus" (oral history)
  - [File] B1974-0025 - Arthur, Eric Ross (oral history)
  - [File] B1974-0044 - Ashley, Charles Allan (oral history)
  - [File] B1987-0034 - Baird, George Philip (oral history)
  - [File] B1974-0041 - Barnstead, Winifred Glen (oral history)
  - [File] B1986-0071 - Beckwith, John (oral history)
  - [File] B1990-0004 - Bissell, Claude (oral history)

### Identity area

Reference code: UTA 5001  
Title: Library Oral History Programme collection  
Date(s): 1973-1990 (Creation)  
Level of description: Collection  
Extent and medium: Sound recordings

### Context area

Name of creator: [Library Oral History Programme \(1973-\)](#)  
Administrative history:  
The Library Oral History Programme was an effort to interview key administrators, faculty members, and students who were involved in university affairs at the University of Toronto. Over 100 interviews were conducted with a wide range of individuals. The ...   
Repository: [University of Toronto Archives and Records Management Services](#)


### Clipboard

 [Add](#)

### Explore

 [Reports](#)

 [Browse as list](#)

 [Browse digital objects](#)

### Export

 [Dublin Core 1.1 XML](#)

 [EAD 2002 XML](#)

### Related people and organizations

[Library Oral History Programme \(Creator\)](#)

# Benefits of *Discover Archives* for you

- A point of contact

## OISE Library

Archival Institution > OISE Library



### Identity area

Identifier OTUED  
Authorized form of name OISE Library  
Other form(s) of name

- Ontario Institute for Studies in Education Library

### Contact area

**Nallisa Tanner** PRIMARY CONTACT  
Address Street address:

Email [n.tanner@utoronto.ca](mailto:n.tanner@utoronto.ca)

Email [n.tanner@utoronto.ca](mailto:n.tanner@utoronto.ca)  
URL <https://oise.library.utoronto.ca/>

## Trinity College Archives

Archival Institution > Trinity College Archives



Email [archives@trinity.utoronto.ca](mailto:archives@trinity.utoronto.ca)

### Identity area

Identifier ON00335  
Authorized form of name Trinity College Archives  
Type

- University

### Contact area

**Sylvia Lassam** PRIMARY CONTACT  
Address Street address:  
6 Hoskin Avenue Toronto Ontario Canada M5S 1H8 Telephone: 416 978-2019 Fax: 416 978-2797 Email: [archives@trinity.utoronto.ca](mailto:archives@trinity.utoronto.ca)  
[http://www.trinity.utoronto.ca/library\\_archives/archives/archives\\_about.htm](http://www.trinity.utoronto.ca/library_archives/archives/archives_about.htm)  
Telephone 416 978-2019  
Fax 416 978-2797  
Email [archives@trinity.utoronto.ca](mailto:archives@trinity.utoronto.ca)

# Benefits of *Discover Archives* for you

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- A point of contact also for:
  - Reference inquiries
  - Archival literacy instruction
  - Collections questions

# Governance: DASC

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- Project coordinated by Discover Archives Steering Committee (DASC)
- Includes 1 representative from ITS and 1 from each participating repository
- Meets bi-monthly
- Creates policies and procedures and guides future development
- Documentation available in Confluence

# What's Next: 2018 –

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- Enabling the AtoM API into OneSearch
- Iterative incorporation of user feedback and analytics
- Investigating integration with IIF to display digitized images
- Integration with Archivematica (Project PERMAFROST) for digital objects and descriptive metadata
- Adding subject headings to *fonds* and *collection*-level descriptions
- Developing best-practices for describing web archive collections

**Thank You!**  
Questions?

[discoverarchives@library.utoronto.ca](mailto:discoverarchives@library.utoronto.ca)

