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Batch Creation of METS Files for Upload to dPanther

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BATCH CREATION OF METS FILES

For Upload to dPanther

METS | Viewer Editor

This application is used for viewing, editing, and creating METS files for SobekCM. This software is freely available and can be used for any other purpose for which it seems applicable.

What would you like to do today?

[Create new METS file](#)

[Open existing METS file](#)

[Batch METS file creation](#)

[Create image derivatives for load](#)

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METS | Viewer Editor

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SOBEK CM
The Engine Behind UFDC and DLOC



Select the type of batch action you would like to perform:

[Import from Excel or CSV File](#)

This option imports metadata from a spreadsheet or comma-separated value (CSV) file. To use this option the first row of your worksheet or file must be a header row with column labels.

[Convert a MARC21 file to METS](#)

This option reads a MARC21 report file and creates METS files with all the bibliographic information from the MARC records.

[Step through a series of directories](#)

This option recurses through a series of subdirectories attempting to create complete packages, by searching for a metadata file and adding all files to the package.

[Harvest metadata via OAI-PMH](#)

This option harvests metadata for digital resources from an OAI-PMH data provider/repository and creates METS files for loading.

[Back to main menu](#)

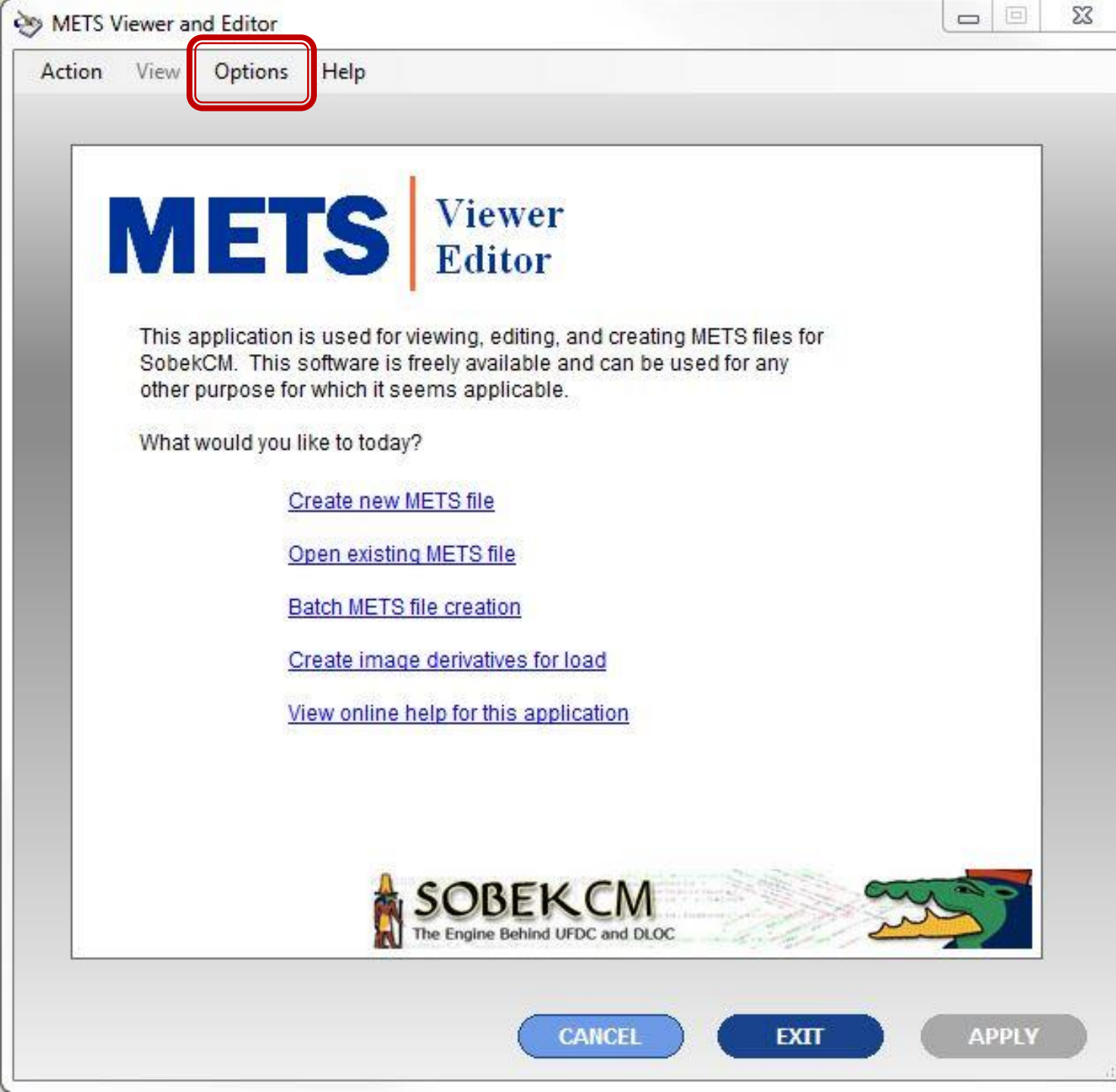
[Import from Excel or CSV File](#)

This option imports metadata from a spreadsheet or comma-separated value (CSV) file. To use this option the first row of your worksheet or file must be a header row with column labels.

CANCEL

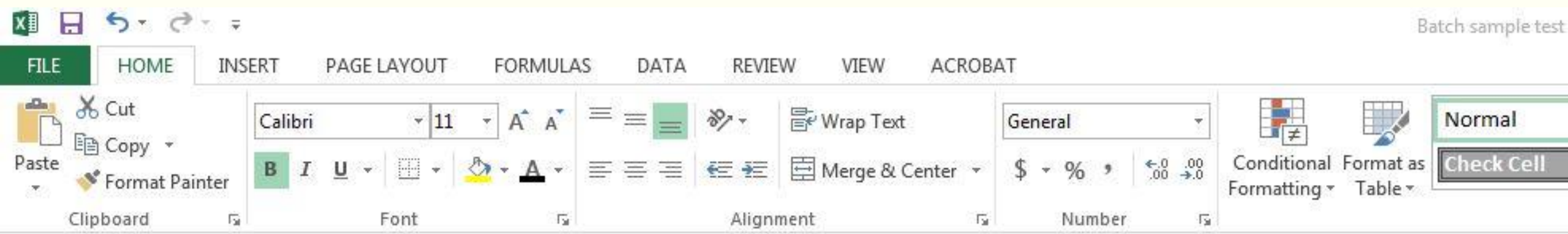
EXIT

APPLY



Metadata Preferences

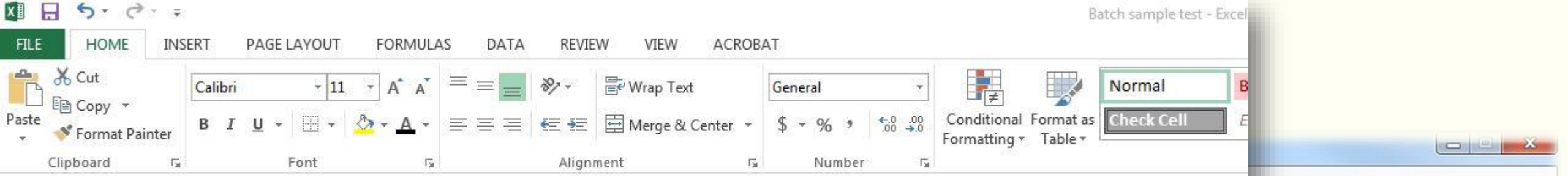
- General Options
 - .mets = dpanther
 - .xml = FDA
- Scheme
 - MODS
- Template
 - Complete
- Add-Ons
 - SobekCM = dpanther
 - FCLA = FDA
- SobekCM (last tab)
 - Add aggregations



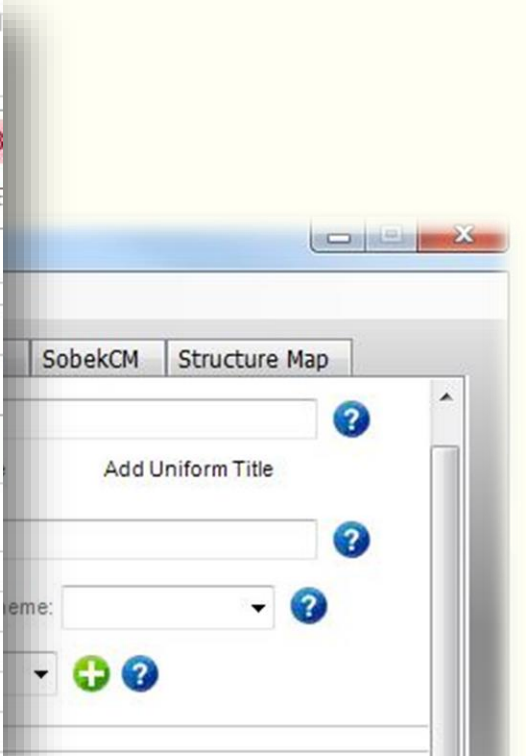
	A	B	C	D	E	F	G	H	I	J	K	L
1	Identifier	Title	Creator	Publisher	subject	date	city	physical description	aggregation	rights	language	BibID
2	FI14040001	For the Rowan, Ke	Florida Int	cats, felin		2016-02-12	Miami (Fla	text	CGM	Please cor	English	FI14040001
3	FI14040002	For the Rowan, Ke	Florida Int	dogs, cani		2016-02-12	Miami (Fla	text	CGM	Please cor	English	FI14040002
4	FI14040003	For the Rowan, Ke	Florida Int	rodents, r		2016-02-12	Miami (Fla	text	CGM	Please cor	English	FI14040003
5	FI14040004	For the Rowan, Ke	Florida Int	aviary, avi		2016-02-12	Miami (Fla	text	CGM	Please cor	English	FI14040004
6												

BIBID: required field for individual items

Date Field: official dpanther format: yyyy-mm-dd



OUTPUT													
IDENTIFIER	TITLE	CREATOR	PUBLISHER	SUBJECT	DATE	CITY	PHYSICAL	AGGREGATOR	RIGHTS	LANGUAGE	BIBID	NEW BIB ID	NEW VID
FI1404000	For the Love of	Rowan, Kelley	Florida International University	cats, feline	2/12/2016	Miami (Florida)	text	CGM	Please contact your librarian for more information	English	FI1404000	FI14040001	00001
FI1404000	For the love of	Rowan, Kelley	Florida International University	dogs, canine	2/12/2016	Miami (Florida)	text	CGM	Please contact your librarian for more information	English	FI1404000	FI14040002	00001
FI1404000	For the love of	Rowan, Kelley	Florida International University	rodents, rats	2/12/2016	Miami (Florida)	text	CGM	Please contact your librarian for more information	English	FI1404000	FI14040003	00001
FI1404000	For the love of	Rowan, Kelley	Florida International University	aviary, avian	2/12/2016	Miami (Florida)	text	CGM	Please contact your librarian for more information	English	FI1404000	FI14040004	00001



Date fields will be altered during batch creation

Creator: + ?

Donor:

Publication Details

Publisher: + ?

Manufacturer: + ?

Publication Date: ?

Copyright Date: ?

Edition: ?

CANCEL FINISH APPLY

METS Viewer Editor

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[Create new METS file](#)

[Open existing METS file](#)

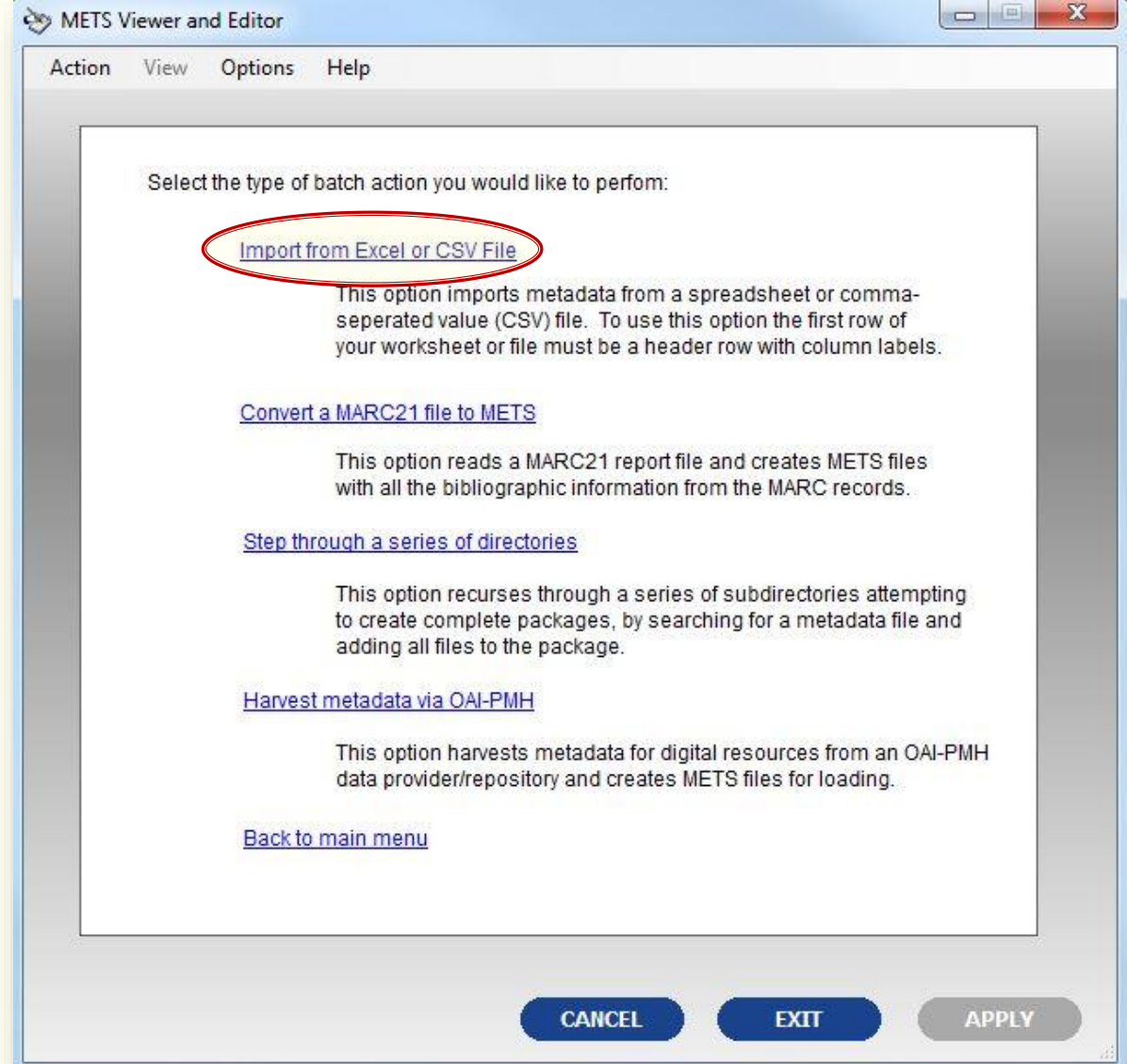
[Batch METS file creation](#)

[Create image derivatives for load](#)

[View online help for this application](#)



Step 1



Step 2

Overview of batch creation

1. Select your file
2. Choose the correct sheet in your Excel file
3. Check your mappings & constants
4. Choose the destination folder

METS Editor - Spreadsheet Batch Processor

Spreadsheet Batch Processor

Step 1: Select the source data file to import an Excel spreadsheet.
File:

Step 2: Select worksheet from the dropdown list.
Sheet:

Step 3: Select column mappings and constants

Mappings

<input type="text" value="Creator"/>	<input type="text" value="Creator"/>
<input type="text" value="Publisher"/>	<input type="text" value="Publisher"/>
<input type="text" value="subject"/>	<input type="text" value="Subject Keyword"/>
<input type="text" value="date"/>	<input type="text" value="Date"/>
<input type="text" value="city"/>	<input type="text" value="Geography.City"/>
<input type="text" value="physical description"/>	<input type="text" value="Format"/>
<input type="text" value="aggregation"/>	<input type="text" value="Aggregation Code"/>
<input type="text" value="rights"/>	<input type="text" value="Rights"/>

Step 4: Select destination folder for METS files
Destination:

Step 5: Click the Execute button

Spreadsheet Batch Processor

Step 1: Select the source data file to import an Excel spreadsheet.

File:

Step 2: Select worksheet from the dropdown list.

Sheet:

Step 3: Select column mappings and constants

Mappings

<input type="text" value="Creator"/>	<input type="text" value="Creator"/>
<input type="text" value="Publisher"/>	<input type="text" value="Publisher"/>
<input type="text" value="subject"/>	<input type="text" value="Subject Keyword"/>
<input type="text" value="date"/>	<input type="text" value="Date"/>
<input type="text" value="city"/>	<input type="text" value="Geography.City"/>
<input type="text" value="physical description"/>	<input type="text" value="Format"/>
<input type="text" value="aggregation"/>	<input type="text" value="Aggregation Code"/>
<input type="text" value="rights"/>	<input type="text" value="Rights"/>

Step 4: Select destination folder for METS files

Destination:

Step 5: Click the Execute button

Mapping your headings

1. Use as many aggregation columns as you need.
2. Use drop-down lists to find the most appropriate field to map to.
3. You can use as many aggregations as needed
4. The Notes field will only generate a general note

Spreadsheet Batch Processor

Step 1: Select the source data file to import an Excel spreadsheet.

File: P:\For_kelley\Batch sample test.xlsx

SELECT

Step 2: Select worksheet from the dropdown list.

Sheet: Batch sample test

Show Data

Step 3: Select column mappings and constants

Mappings

Constants

First BibID

Material Type

Aggregation Code

Step 4: Select destination folder for METS files

Destination:

SELECT

Step 5: Click the Execute button

EXIT

EXECUTE

Mapping your constants

1. First BibID: for individual records, choose **NONE** from the drop down menu.
 - If you want serial _0001 numbers, enter the first FI#
2. Material type: choose **NONE** if you mapped *physical description* to *material type* in the “mappings” tab.
 - Otherwise, book is your only option for textual material.
3. Aggregation Code: choose **NONE** if you mapped this on the “mappings” tab

Excel ribbon: Home, Layout, Tables, Charts, SmartArt, Formulas, Data, Review. Font: Calibri, 12. Alignment: General. Number: General. Format: Normal, Bad, Good, Neutral, Calculation, Check Cell, Explanatory..., Input, Linked Cell, Note, Output, Warning Text, Heading 1, Heading 2. Cells: Insert, Delete, Format, Themes.

	A	B	C	D	E	F	G	H	I	J
1	Title	Resource Type	Creator	Donor	Publisher	BibID	Volume Identifier	Identifier	Language	Rights
2	Miami 1920's photo album II	text	FitzGibbon Drummond, Eva	FitzGibbon Drummond, Eva	Florida International University	FI15110102	00001	FI15110102_00001	English	Please contact the owning institution for licensing and permissions. It is the users responsibility to ensure use does not violate any third party rights.
3	Lakeside pool, Roanoke Virginia 1923 - Helen, Louise, Patty women and children in bathing suits	still image	FitzGibbon Drummond, Eva	FitzGibbon Drummond, Eva	Florida International University	FI15110102	00002	FI15110102_00002	English	Please contact the owning institution for licensing and permissions. It is the users responsibility to ensure use does not violate any third party rights.
4	Lakeside pool, Roanoke Virginia 1923 - Marge and Gene man and woman at beach	still image	FitzGibbon Drummond, Eva	FitzGibbon Drummond, Eva	Florida International University	FI15110102	00003	FI15110102_00003	English	Please contact the owning institution for licensing and permissions. It is the users responsibility to ensure use does not violate any third party rights.
5	Lakeside - Pat, Louise, Eva, Patty man, woman and child in bathing suits	still image	FitzGibbon Drummond, Eva	FitzGibbon Drummond, Eva	Florida International University	FI15110102	00004	FI15110102_00004	English	Please contact the owning institution for licensing and permissions. It is the users responsibility to ensure use does not violate any third party rights.
6	Lakeside pool slide	still image	FitzGibbon Drummond, Eva	FitzGibbon Drummond, Eva	Florida International University	FI15110102	00005	FI15110102_00005	English	Please contact the owning institution for licensing and permissions. It is the users responsibility to ensure use does not violate any third party rights.
7	Lakeside - Eva, Helen, Patty swimmers on top of pool slide	still image	FitzGibbon Drummond, Eva	FitzGibbon Drummond, Eva	Florida International University	FI15110102	00006	FI15110102_00006	English	Please contact the owning institution for licensing and permissions. It is the users responsibility to ensure use does not violate any third party rights.
8	Lakeside swimmers sitting on side of pool	still image	FitzGibbon Drummond, Eva	FitzGibbon Drummond, Eva	Florida International University	FI15110102	00007	FI15110102_00007	English	Please contact the owning institution for licensing and permissions. It is the users responsibility to ensure use does not violate any third party rights.
9	Natural Bridge, VA - Eva, Kelly, Harry Hanna, Sis	still image	FitzGibbon Drummond, Eva	FitzGibbon Drummond, Eva	Florida International University	FI15110102	00008	FI15110102_00008	English	Please contact the owning institution for licensing and permissions. It is the users responsibility to ensure use does not violate any third party rights.
10	Natural Bridge, VA two women and a man	still image	FitzGibbon Drummond, Eva	FitzGibbon Drummond, Eva	Florida International University	FI15110102	00009	FI15110102_00009	English	Please contact the owning institution for licensing and permissions. It is the users responsibility to ensure use does not violate any third party rights.

Entering a “First BibID” in the constants tab will create volume identifiers in order

Files with _0001 automatically added by including BIBID in spreadsheet



Files with serial _0001 added by entering a “First BIBID” in the constants tab

Name	Date modified	Type	Size
FI14040001_00001.mets	2/25/2016 11:56 AM	METS File	4 KB
FI14040001_00002.mets	2/12/2016 3:20 PM	METS File	4 KB
FI14040001_00003.mets	2/12/2016 3:20 PM	METS File	4 KB
FI14040001_00004.mets	2/12/2016 3:20 PM	METS File	4 KB

Record in dPanther

Resource type/physical description/material type – defaults to book

Date defaults to this format during batch processing

- Enter the data for this item below and press the SAVE button when all your edits are complete.
- Clicking on the green plus button (+) will add another instance of the element, if the element is repeatable.
- You are using the full editing form because this item contains complex elements or was derived from MARC.
- Click here for detailed instructions on editing metadata online.

Material Information | Subjects and Notes | Record Information | Other | Preview

← CANCEL **SAVE ►**

Basic Information

Main Title: ?

Other Titles: + ?

Resource Type: ?

Language: + ?

Name Authorities

Creator: + ?

Donor: ?

Publication Details

Publisher: Name: Location(s): + ?

Manufacturer: Name: Location(s): + ?

Publication Date: ?

Copyright Year: ?

Edition: ?

← CANCEL **SAVE ►**

Getting ready for upload to dPanther

PRELIMINARY GUIDELINES & WORKFLOW ▾

DIGITIZATION ▾

PROCESSING ▾

OCR - PRIME & ABBYY ▾

METADATA

- METADATA SCHEMAS AND HELP**
- SOBEKCM METS EDITOR**
 - sobekcm mets editor
- BATCH CREATION OF METS FILES FROM...**
- SOBEKCM BIBLIOGRAPHIC IDENTIFIER (BIBID) RULES**
- NAME AUTHORITIES**

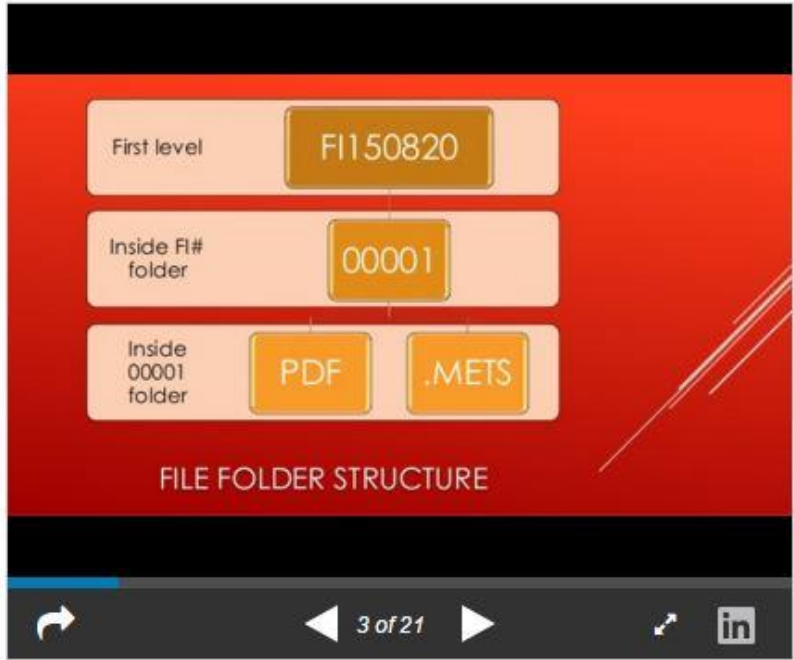
DPANTHER ▾

- ETDS** ▾
- RTDS** ▾
- DIGITAL COMMONS /IR** ▾
- DIGITAL PRESERVATION (FDA)** ▾
- OTHER RESOURCES**

sobekcm mets editor [Settings] [Close]

Metadata options (MODS) | Metadata options (XML) | Metadata Creation (MODS)

METS editor for dPanther (Presentation) | METS editor for dPanther (PDF)



FILE FOLDER STRUCTURE

SobekCM Mets Editor for Use with dPanther from Kelley Rowan

✎ ▾

⚙ Add / Reorder ▾

LibGuide

<http://libguides.fiu.edu/digitalprojects>



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