

BEST Definition of Terms

Term	Definition	Notes/References	Example
Author	An entity primarily responsible for creating the resource (in this case an Item).	From DC definition of creator. Can include editors, photographers, etc. As no unique ID system has been established for Australian authors this will be free text for now; EduPerson attributes or a similar system may be able to be used in the future.	Surname, Initial.Initial. (eg Bloggs, J.D.)
Date and time	The system date stamp attributed to an event (ingest or visit/view/download)	W3C Date and Time Formats ¹ or ISO 8601. Desirable granularity down to seconds; up to hour is acceptable.	YYYY-MM-DDThh:mm:ssTZD OR YYYYMMDDThhmmssTZD
Event (Access)	Any act of accessing the public interface of a repository not counted under other event definitions		
Event (Ingest)	The act of depositing material in a repository	Where administrative delays exist, the ingest date shall refer to the date when the material is accepted into the repository.	
Event (Retrieve)	The act of downloading the full text of an item		
Event (View)	The act of viewing the metadata of an item		
File	A logical set of related material grouped into one named unit	For the purpose of this project, bitstream is considered to be analogous to file, as the relevant usage information is unlikely to apply to sub-file units	filename.ext (eg rhubarb.pdf)
Format	The internal structure and encoding of a digital object, which allows it to be rendered in human-accessible form. A digital object may be a file, or a bitstream embedded within a file	Definition from PRONOM's PUID scheme ⁱⁱ . Use PUID code ⁱⁱⁱ is required for formats available. If PUID not available, use MIME-TYPE	fmt/## (eg fmt/42)
Full text	The full contents of an item, which may		

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	include text, images, references, links, etc.		
Item	Zero or more related files with metadata attached	Could be a full text item, an abstract, or an empty record with metadata only.	Item ID and Item URI
Item Type	The resource type of the item (for example journal article, book, thesis)	Required controlled vocabulary: probably need to develop BEST specific vocab, building on DEST categories ^{iv} and possibly using MACAR standard ^v	
Metadata	Data describing an information resource (in this case an Item)		
Subject	Area or field of study	Preferred controlled vocabulary is the Australian Standard Research Classification 1998 ^{vi} . Other authority lists also acceptable. Arbitrary or internal vocabularies out of scope. An item can have more than one subject and/or keyword assigned to it	##### (RFCD code) OR Subject heading/keyword from other authority list
Visitor	A distinct visitor, identified by a unique IP address	Ideally internal (demos, administration) and non-human accesses (robots, crawlers etc.) will be separated	Counts

ⁱ <http://www.w3.org/TR/NOTE-datetime>

ⁱⁱ http://www.nationalarchives.gov.uk/aboutapps/pronom/pdf/pronom_unique_identifier_scheme.pdf

ⁱⁱⁱ <http://www.nationalarchives.gov.uk/PRONOM/Format/proFormatSearch.aspx?status=new>

^{iv} http://www.anu.edu.au/ro/publications/categories_guide.doc

^v <http://www.arrow.edu.au/macar>

^{vi} <http://www.abs.gov.au/ausstats/abs@.nsf/66f306f503e529a5ca25697e0017661f/EC743D670DD6BD6ECA25697E0018FB13?opendocument>