Definitions of "Type" in the eGranary Catalog

When adding new resources you will encounter the two drop-down menus titled "Format" and
- **"Type". What follows are attempts at definitions of the terms in the drop-down menu for**
- **Type. These will help you to determine which one to choose for your particular resource point.**

Articles

- Usually applies to a Webpage or PDF format. The identifying characteristic is that articles can stand by themselves. Links to outside content are few and far between. It may also be used for whole or partial websites that consist entirely or almost entirely of articles.

Audio Lecture

- Used for audio-only presentations, such as podcasts.

Blog

- Used for academic & personal blogs. Only use this for the homepage resource point. Individual blog post entries should use "articles", "tutorials", "digital images", etc.

Books

- Usually it is pretty easy to recognize a book. If, however, you come across a 40 to 50 page document that *could* be a report or something else, look for an ISBN number. Anything with an ISBN number is a book.

Case Studies

- Reserved for resources that provide information and/or commentary on particular cases, usually instances of certain medical conditions.

Collection

- Used for whole or partial websites that contain several different types of resources--for example, perhaps a website on diabetes includes the WHO 2008 pdf report on Diabetes in Developing Countries, but also includes a number of short articles on symptoms and management of the condition, as well as video clips

of Diabetes patients describing their experiences. This is often the default "Type" used for full websites, as these are likely to contain a variety of resources.

Computer Software

- Applied only to Direct/Shared Content Resources. Used for Direct Content Resources that consist of programs related to running the computer. e.g. ubuntu operating system, open office programs, antivirus software.

Curriculum

- Resources intended to be used by a teacher/student for a lesson are Curriculum. Many times a Curriculum resource will be given a title that includes the words "Education", "Teacher's Kit", etc. Most sites or pages that identify themselves as "Kids' Resources" can be considered Curriculum.

Digital Images

- Applied to resources that are primarily or exclusively image-based, such as a gallery of photographs of famous landmarks around the world.

Educational Software

- Like Computer Software, applied only to Direct/Shared Content Resources. Used for software that consists of educational resources, such as greenstone digital libraries, and other curriculum resources, such as educational games.

Essays

- Used for Academic Papers. Another way to view Essays is by seeing them as *really* long articles written by researchers. If it's an article that takes 11 or more pages, you can probably consider it to be a paper.

Handout

- Materials such as flyers, pamphlets, brochures. Something that is short and ready to be printed and used as a handout (and looks like a handout), not just any short article.

Manuals (instructional materials)

- Used for short books providing instructions, usually labeled as a manual in the description. e.g. describing how to perform a particular medical procedure.

Music

- Used primarily for audio files that are musical in nature. May also be applied to sheet music.

Newsletters

- These are, essentially, a collection of articles specifically related to a particular company or organization.

Periodicals

- Used for academic journals. These usually identify themselves in their titles. e.g. Journal of Biomedical Research, Cardiology Journal, etc. Note that popular magazines should not be placed under journals, but

instead under <u>Articles</u> or <u>Collection</u> or <u>Newsletter</u>. The Periodicals type should only be used for the homepage of the journal. If it is an individual article found within the journal, use <u>Articles</u>, etc.

Portals

- A portal consists of an interface that has a large number of resources categorized in varous, easy to understand ways. Portals should only be rarely added to the eGranary because they often turn out to be "eye-candy." That is, the categorized resources often consist of links to many other websites, meaning that even if we get permission to scrape the portal site, most/all of the links will not work because we lacked permission to scrape them. There are two occasions when it may be worth adding a portal as a resource. First, if all or most of the resources are from the same site, and second, if we already have permission for most of the other hosts that the resources are linking to.

Presentations

- Used exclusively for PowerPoint Presentations.

Reference Works

- Reserved for resources like encyclopedias, dictionaries, etc.

Reports

- Usually these originate from an institution, a government department, or a non-profit organization and self-identify as such in the title or introduction. e.g. The WHO 2009 Report on Reproductive Health.

Textbooks

- Very similar to <u>Books</u>, the only difference is that textbooks center around a single, educational topic. Textbooks are usually written by professors and people with Ph.D.s.

Tutorials

- Reserved for resources that walk the user through a particular process or learning module. Usually include visual and textual information. Often, these are interactive to some degree.

Video

- Used for audiovisual resources. Should only paired with "Format" <u>Video</u>, unless it is a webpage and the main item on that page is the video. In that case, you can use the "webpage" format.