

Definitions of "Format" in the eGranary Catalog

FORMAT defines how the **computer** "sees" the Resource Point item and how it should present the item to the browser.

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What follows are attempts at definitions of the terms in the drop-down menu for Format that will hopefully aid you in figuring out which one to choose for your particular resource point. All of the terms under "Format" have clear-cut definitions that are, generally, pretty easy to follow.

Audio

- Used for an audio resource with no visual accompaniment.

CD

- Reserved for SharedContent wherein someone sends us a CD that we can include in the eGranary.

Images

- Used to mark any resource points that are simply pictures. These can be jpeg's, gif's, etc.

PDF

- For any resource point where the URL ends with ".pdf"

Software (Execute)

- This is something reserved for SharedContent. Usually this is a CD that when placed in the D or E drives starts running a new program rather than just loading up as a webpage

Software (Install)

- Usually this format only refers to SharedContent, but there may, occasionally, be a resource that is a webpage that has downloadable software.

Slideshow

- For powerpoint or openoffice impress files. Can be paired up with the "Presentation" type.

Webpage

There are three circumstances under which you can assign the format "Webpage"

1. If the resource point your adding is an Article (see under "Type" below) or does not link to other pages of relevance, then it counts as a webpage.

2. All books added as individual resource points are to be considered "Webpage". Even if you have to get to a new chapter by clicking on a link or a new page by following a link, the book itself is a "Webpage". As for why, you'd have to ask Cliff.
3. Along these same lines, if you should come across a webpage wherein the content is found in links to PDF's, the resource point counts as a webpage. In other words, a collection of PDF's is given the format "Webpage"

Website (Partial)

- This one is kinda tricky but you can usually figure it to be anything that doesn't fit the requirements of the other formats. A good way to tell if it's a Website (Partial) is to check the URL and see if there is one or more backslashes "/" with folder names after them. In addition to this, if the URL doesn't end in a webpage (i.e. something ending in ".html", ".php", ".asp", etc) chances are good you're dealing with a partial website.

Website (Whole)

- Anytime you encounter a resource point that encompasses the entire website, you will want to use this format. Some key ways to tell if your resource point is a whole website is to look to see if the page you're starting at (indicated by the URL) is the homepage of the website or if the URL for your resource point end at ".com", ".net", ".org", etc. and either there are no "/" or there is nothing after the first one (discounting the two after "http:").

Videos

- Although videos are usually shown only as a part of a webpage, there will be times when you are supplied a link that will automatically start up Windows Media Player or Quicktime Player and start playing a video. By using that link as the URL for your resource point, you can assign it the format of "Video".