

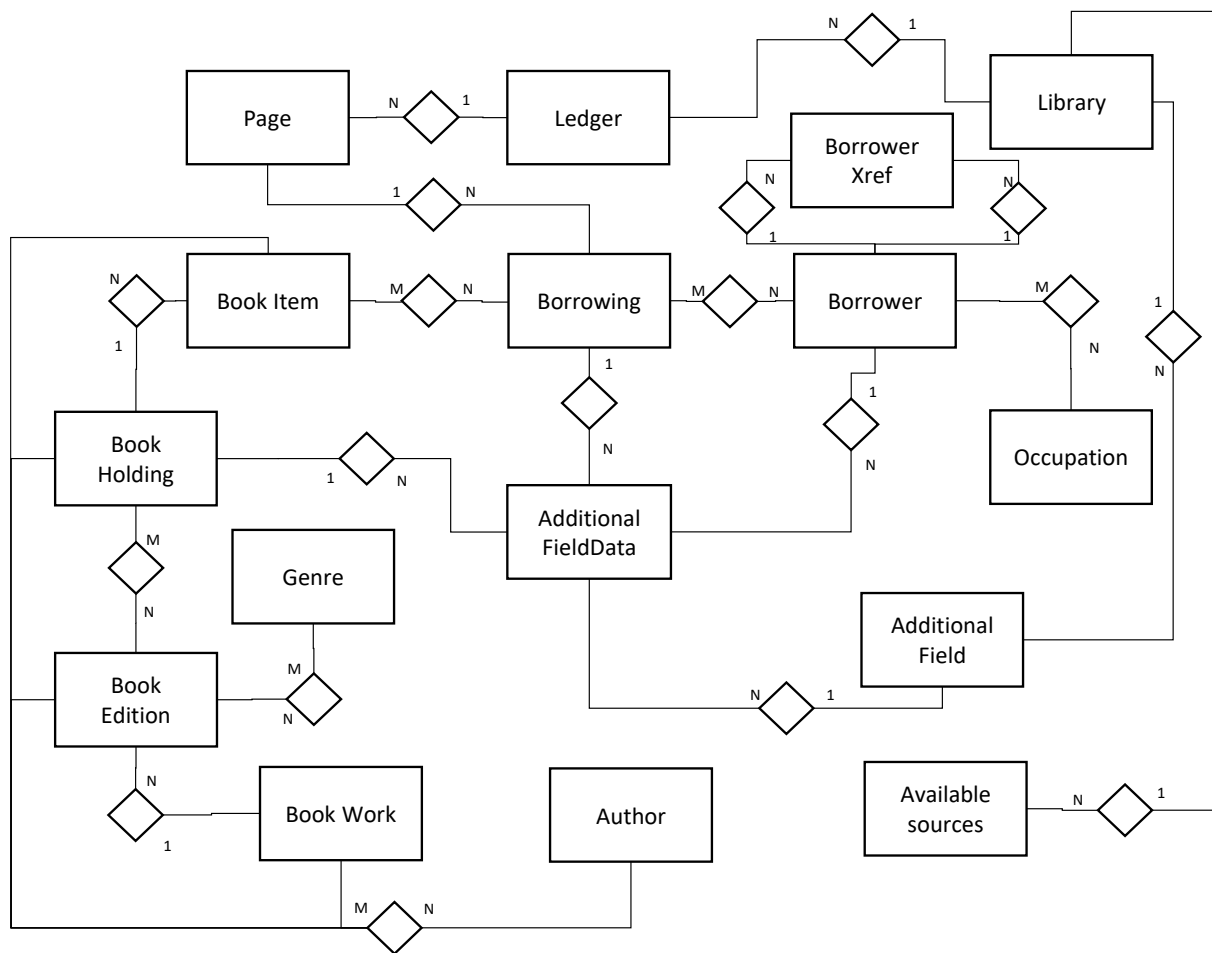
## B&B Data Structure

### 1. The Structure of the Project's Database

All data from the various libraries will be mapped on to a set of related database tables. The fields marked above with a red asterisk will be mapped onto 'core' fields in the database. Core fields will be available across all libraries and will generally be searchable in the project's online resource. Such a field may have a different label or structure in the source data for different libraries, but will be stored in a consistent manner in the project's database for all libraries where the field appears. For example, 'Folio number' is labelled variously as 'Folio number', 'Folio No', 'Page Num', 'Page Number' and 'Page' and appears in different columns across the source data, but all these will be mapped onto a single 'Folio number' column in the project's database.

Any fields that only appear in one or two libraries, or are not well populated may not be assigned as a 'core' field but instead may be stored as 'additional fields'. Additional fields are associated with a single library only and are used to augment the core set of fields where necessary. The field may be an additional field relating to the borrowing record, the borrower or the book. The data structure will enable any number of additional fields to be added for any current or future library, and such fields will generally only be displayed on the project's online resource rather than included in any search facilities.

Below is a diagram representing the structure of the project's database. Note that '1...N' denotes a 'one to many' relationship (e.g. one library has many ledgers and each ledger is related to one library) while 'M...N' denotes a 'many to many' relationship (e.g. a borrower may have many occupations and each occupation may be related to many borrowers).



A discussion of the tables, relationships and fields contained within the the tables is given below. Tables are listed as blue headings and their fields appear as purple text. Each field is given a description and the corresponding field names in the sample datasets are also given where applicable. Note that any fields denoted as free-text will enable HTML formatting to be recorded and any 'Editor's Notes' fields will not be publicly accessible.

## Library

This table contains the data about a library and the following fields will be recorded:

### Library ID

- Description: An auto-incrementing unique numerical identifier

### Library name

- Description: The principal name of the library, as used to identify the library by users of the site

### Name variants

- Description: A free-text field for recording other names the library has been known by and any associated dates

### Settlement

- Description: The name of the settlement the library is located in, for display alongside the library name in the front-end

#### Address

- Description: A free-text field where the full address of the library can be entered

#### Address variants

- Description: A free-text field for recording other addresses the library may have had

#### Latitude

- Description: The latitude of the library's current location, for use in any map-based visualisations

#### Longitude

- Description: The longitude of the library's current location, for use in any map-based visualisations

#### URL

- Description: The URL of the library's current website

#### Foundation date

- Description: The date when the library was founded, recorded as YYYY-MM-DD, YYYY-MM or YYYY as data allows

#### Library type

- Description: A fixed list of library types from which one can be chosen, e.g. Subscription, Institutional

#### Library description

- Description: A free-text field for an essay about the library, which may include a general description, historical information, descriptions of historic catalogues, successor libraries, and other information.

#### Borrower description

- Description: A free-text field for a description of the borrowers associated with the library

#### Collection information

- Description: A fixed list of options to describe the collection, from which one can be chosen, e.g. Still in situ, dispersed and lost, moved elsewhere. Note further information (e.g. where the collection was moved to), should be supplied using the following free-text field

#### Holding description

- Description: A free-text field for describing the holdings and the collection

#### Modern catalogue

- Description: The URL of the corresponding modern catalogue, if available

### Sources outside period

- Description: A free-text field for describing sources outside the period, if applicable

### Secondary sources

- Description: A free-text field for listing secondary sources that deal with the library

### Editor's notes

- Description: a free-text field where the RA can enter notes about the library if required

### Available Sources

This table features information about the types of sources that are available at a specific library. Information will consist of a type of source (e.g. accessions records) and an optional short description of the source. A library may have multiple rows for each applicable source type. Note that where a library does not have a source type this information will not be recorded as it can be inferred from the absence of the record. The table will feature the following fields:

#### Source ID

- Description: An auto-incrementing unique numerical identifier

#### Library ID

- Description: The ID of the library the source corresponds to

#### Source type

- Description: The type of source, selected from a list containing the following options: Accessions records; De-accessions records; Requests books; Subscription lists; Matriculation records; Blot books; Other

#### Source description

- Description: A short free-text description about this source

### Ledger

This table contains information about the ledger or register book that contains pages of borrowing records. A ledger must be associated with one library and can have any number of pages. The following fields will be featured:

#### Ledger ID

- Description: An auto-incrementing unique numerical identifier

#### Library ID

- Description: The ID of the library the ledger belongs to

#### Ledger Volume

- Description: The name given to the ledger (e.g. Vol. 3)
- Leighton: -

- Innerpeffray: Ledger\_volume
- Haddington: Source Ref
- Selkirk: Source Ref
- GU Students: Register
- GU Professors: Register

#### Ledger Start Date

- Description: The first year the ledger was in use (YYYY)

#### Ledger End Date

- Description: The last year the ledger was in use (YYYY)

#### Ledger description

- Description: A free-text field containing a description of the ledger, if required

#### Ledger type

- Description: Type of ledger, selected from a list containing options such as 'Professorial, Student, Town'

#### Editor's notes

- Description: a free-text field where the RA can enter notes about the borrowing record if required

#### Page

This table contains information about a specific page in the ledger. A page must be part of a single ledger and may contain any number of borrowing records. Also contained in the table are a reference to the digitised image of the page and the IDs of the next and previous pages in sequence to facilitate navigation in the front-end.

#### Page ID

- Description: An auto-incrementing unique numerical identifier

#### Ledger ID

- Description: The ID of the ledger the page belongs to

#### Folio Number

- Description: The page number the record is found on, e.g. '1r'
- Leighton: folio\_number
- Innerpeffray: folio\_number
- Haddington: Page num
- Selkirk: Page number
- GU Students: Page
- GU Professors: Page

#### Image

- Description: The filename of the image of the page

- Leighton: -
- Innerpeffray: -
- Haddington: -
- Selkirk: -
- GU Students: Image
- GU Professors: Image

### Next Page

- Description: The ID of the next page in the ledger

### Previous Page

- Description: The ID of the preceding page in the ledger

## Borrowing

This table contains all of the data about a specific borrowing, which must be associated with a single library via a page in a ledger. A borrowing may be associated with one or more book item records, as a borrowing may involve multiple volumes of a book. A borrowing may be associated with multiple borrowers as one location includes information about 'other readers', but generally a borrowing record will only be associated with a single borrower. The table will feature the following fields:

### Borrowing ID

- Description: An auto-incrementing unique numerical identifier

### Original Borrowing ID

- Description: The original unique identifier
- Leighton: Lending ID
- Innerpeffray: lending\_record\_id
- Haddington: Borrowing ID
- Selkirk: Borrowing ID
- GU Students: Order on spreadsheet
- GU Professors: Order in register

### Page ID

- Description: The ID of the page the record is found on

### Order on page

- Description: An incrementing number indicating the order of the record on the page. Will be automatically generated but can be manually updated if an omitted record need to be added in

### Original Transcription

- Description: A diplomatic transcription of the line in the borrowing register

### Borrowed Day

- Description: The day the borrowing took place, stored as DD

#### **Borrowed Month**

- Description: The month the borrowing took place, stored as MM

#### **Borrowed Year**

- Description: The year the borrowing took place, stored as YYYY

#### **Returned Day**

- Description: The day the item was returned, stored as DD

#### **Returned Month**

- Description: The month the item was returned, stored as MM

#### **Returned Year**

- Description: The year the item was returned, stored as YYYY

#### **Editor's notes**

- Description: a free-text field where the RA can enter notes about the borrowing record if required

### **Borrower**

This table contains all of the data about borrowers that are associated with borrowing records. Each identifiable borrower is stored only once and can then be associated with multiple borrowing records by means of the BorrowerBorrowing table described below. Note however that a borrower record can only be related to borrowings from a single library. If a borrower from one library is thought to be the same as a borrower at another then a borrower record must be created for each library and these can then be associated with each other via the Borrower Xref table described below.

#### **Borrower ID**

- Description: An auto-incrementing unique numerical identifier

#### **Library ID**

- Description: Although the library ID can be inferred from the relationship between a borrower and a borrowing and then from a borrowing to a library via the page and ledger tables, the library ID will also be stored directly in the borrower table to simplify querying. Note that the relationship between borrower and library is not shown on the above diagram.

#### **Original Borrower ID**

- Description: The original unique identifier for a borrower in the source data
- Leighton: borrower\_id
- Innerpeffray: borrower\_id
- Haddington: Link to borrower

- Selkirk: Link to borrower
- GU Students: -
- GU Professors: -

#### **Borrower Surname**

- Description: The surname of the borrower

#### **Borrower Forename**

- Description: The forename of the borrower

#### **Borrower Title**

- Description: The title of the borrower

#### **Borrower Othername**

- Description: Any other names associated with the borrower

#### **Original Occupation(s)**

- Description: Any original occupations associated with the borrower

#### **Settlement**

- Description: The name of the town or other settlement that is associated with the borrower, if available
- Leighton: Town
- Innerpefferay: Town
- Haddington: Address
- Selkirk: Address
- GU Students: -
- GU Professors: -

#### **Street**

- Description: The name of the street associated with the borrower, if available
- Leighton: -
- Innerpefferay: Street
- Haddington: -
- Selkirk: -
- GU Students: -
- GU Professors: -

#### **Gender**

- Description: The gender of the borrower, stored as either Male, Female, Unclear or Unknown
- Leighton: -
- Innerpefferay: Borrower\_sex
- Haddington: Gender
- Selkirk: Gender
- GU Students: -



- GU Professors: -

### Notes

- Description: A free-text field where any additional notes relating to the borrower that are found in the source materials can be entered.
- Leighton: -
- Innerpefferay: -
- Haddington: Notes on family background
- Selkirk: notes
- GU Students: -
- GU Professors: -

### Editor's notes

- Description: a free-text field where the RA can enter notes about the borrower if required

### BorrowerBorrowing

This is a joining table between the borrower and borrowing tables and enables a borrowing record to be associated with multiple borrowers and a borrower to be associated with multiple borrowing records. Generally a borrowing record will only have a single borrower, but one location in the sample data (Haddington) also records 'other readers' for a borrowing record and this structure allows these to be stored. The table will contain the following fields:

#### Borrowing ID

- Description: The ID of the borrowing record

#### Borrower ID

- Description: The ID of the borrower record

#### Type

- Description: Can be either main or other

### Borrower Xref

This is a joining table between different borrower records that may be associated with the same or a different library. A borrower record may be associated with any number of other borrower records, and the connection between records will be automatically bidirectional (i.e. when recording a connection between Borrower A and Borrower B a connection between Borrower B and Borrower A does not also need to be manually recorded). A brief description of the association may also be entered. The table will contain the following fields:

#### Xref ID

- Description: An auto-incrementing unique numerical identifier

#### From ID

- Description: The ID of the borrower record the cross-reference is coming from

#### To ID

- Description: The ID of the borrower record the cross-reference is going to

### Xref Description

- Description: A short free-text field where the nature of the cross reference can be entered (e.g. 'is thought to be the same person as' or 'is the son of'). Note that when the text is displayed in the front-end the borrower specified by the 'From ID' will always appear before the description and the borrower specified by the 'To ID' will always appear after, e.g. whether viewing the record for Borrower A or Borrower B the cross-reference would read 'Borrower A is thought to be the same person as Borrower B'.

### Occupation

There are several fields in the original data that contain information about occupations. These will all be amalgamated and each distinct occupation will be stored once in this table with the following fields:

#### Occupation ID

- Description: An auto-incrementing unique numerical identifier

#### Occupation

- Description: the name of the occupation
- Leighton: borrower\_occupation
- Innerpefferay: borrower\_occupation
- Haddington: Occupational Category, occupation, occupationalClass
- Selkirk: Occupation
- GU Students: - (will default to 'Student')
- GU Professors: - (Will default to 'Professor')

### BorrowerOccupation

This is a joining table between borrower and occupation, enabling multiple occupations to be associated with multiple borrowers. It will contain two fields to facilitate the join:

#### Borrower ID

- Description: The ID of the borrower

#### Occupation ID

- Description: The ID of the occupation

### Book Work

This table will contain over-arching records for each book in the system (e.g. Hume's History of England). There are four levels of book record in the system and this is the top-level record. It will be possible to find all individual versions of a book work across all libraries using this structure. The table will feature the following fields:

#### Book Work ID

- Description: A unique auto-incrementing ID for the book work

#### Title

- Description: A standardised title for the book work

#### **Date of initial publication**

- Description: Either a single year (YYYY) or a range (YYYY-YYYY)

#### **Circa**

- A yes/no field for whether the date is circa or not

#### **Editor's notes**

- Description: a free-text field where the RA can enter notes about the Book Work if required

### **Book Edition**

This table contains information about a specific bibliographic edition of a work. Each work may have multiple editions and each edition must have a single over-arching book work record. The table will feature the following fields:

#### **Book Edition ID**

- Description: A unique auto-incrementing ID for the book edition

#### **Book Work ID**

- Description: The ID of the corresponding entry in the Book Work table

#### **Title**

- Description: The title of the edition

#### **ESTC Number**

- Description: The unique English Short Title Catalogue number, which will enable linking through to the ESTC system

#### **Other authority URL**

- Description: The URL for an alternative authority record for the book edition

#### **Other authority type**

- Description: The type of authority record the URL links to, taken from a fixed list of authorities such as WorldCat, CERL

#### **Language**

- Description: The language of the book
- Leighton: Language
- Innerpeffray: Language Full
- Haddington: Language
- Selkirk: -
- GU Students: -
- GU Professors: -

### Place of publication

- Description: The place of publication, generally a city or town

### Publisher

- Description: The publisher of the edition

### Year of publication

- Description: Either a single year (YYYY) or a range (YYYY-YYYY)

### Circa

- A yes/no field for whether the date is circa or not

### Format

- Description: The physical format of the edition, e.g. folio, quarto

### Pagination

- Description: The type of pagination used by the edition

### Editors

- Description: A free-text box where information about editors of the edition can be entered, if applicable

### Translators

- Description: A free-text box where information about translators of the edition can be entered, if applicable

### Editor's notes

- Description: a free-text field where the RA can enter notes about the Edition if required

## Book Holding

This table contains data about specific library records of books. It is at this level that a book record is associated with an individual library. Although the associated library can be inferred from the relationship between book holding and book item, then book item and borrowing, then borrowing and library via the page and ledger tables, a direct connection between each book holding record and its corresponding library will also be recorded in this table to streamline querying. Note that this relationship is not included in the above diagram. Note also that a book holding may be associated with multiple book editions in cases of collective binding therefore a separate joining table is required between the book holding and book edition tables (see BookHoldingBookEdition below). Fields relating to books as found in the source material are located in this table. The following fields are included:

### Book Holding ID

- Description: An auto-incrementing unique numerical identifier

### Original Book ID

- Description: The original unique identifier found in source materials
- Leighton: book\_id
- Innerpeffray: book\_id
- Haddington: catalogue number
- Selkirk: Book ID
- GU Students: -
- GU Professors: -

### Original title

- Description: The shorter version of the book's title as found in the source materials
- Leighton: title\_in\_ledger
- Innerpeffray: title\_in\_ledger
- Haddington: title in borrowings.csv
- Selkirk: title in borrowings.csv
- GU Students: Name of the book
- GU Professors: Title in register

### Standardised title

- Description: The longer version of the book's title, which should match up with the title in the Book Edition
- Leighton: title\_in\_catalogue
- Innerpeffray: title
- Haddington: title in books.csv
- Selkirk: title in books.csv
- GU Students: title
- GU Professors: title

### URL

- Description: A link to the holding as found in an online catalogue
- Leighton: -
- Innerpeffray: -
- Haddington: -
- Selkirk: -
- GU Students: Possible copy
- GU Professors: Possible copy

### Notes

- Description: The notes field as found in the existing data
- Leighton: -
- Innerpeffray: Notes
- Haddington: Extra notes
- Selkirk: -
- GU Students: -
- GU Professors: -

### Editor's notes

- Description: a free-text field where the RA can enter notes about the holding if required

### BookHoldingBookEdition

This is a joining table between the Book Holding and Book Edition tables and is required as an edition may have multiple holdings (e.g. in different libraries) and a holding may be comprised of multiple editions (e.g. in the case of collective binding). In addition to containing the IDs of the respective holdings and editions, this table also includes a confidence level field, which records how certain the RA is that the holding is related to the edition in question:

#### Book Holding ID

- Description: The ID of the book holding

#### Book Edition ID

- Description: The ID of the book edition

#### Confidence level

- Description: The level of confidence the RA has that the holding represents the edition in question. Can be one of: Certain; Likely; Probable; Speculative

### Book Item

This table is the individual codex of a holding. A book holding may have multiple book items if it consists of multiple volumes, but in most cases a book holding will only have a single book item. The table will contain the following fields:

#### Book Item ID

- Description: An auto-incrementing unique numerical identifier

#### Book Holding ID

- Description: The ID of the corresponding Book Holding record

#### Part Number

- Description: The part number of the item (e.g. Volume IV), if applicable

### BookItemBorrowing

This joining table establishes the link between a borrowing record and a book. A joining table is required as a book item may be associated with multiple borrowing records and a borrowing record may refer to multiple book items (e.g. Volumes I-III). The table will consist of the IDs of the Book Item and Borrowing tables:

#### Book Item ID

- Description: The ID of the book item that is being borrowed

#### Borrowing ID

- Description: The ID of the borrowing record

### Author

This table contains information about book authors. Authors are recorded only once in the system and can then be associated with multiple books at any level (Work, Edition, Holding, Item). These

relationships are stored in a separate joining table as an author may be associated with multiple books and a book may have multiple authors. The main author table will contain the following fields:

#### **Author ID**

- Description: An auto-incrementing unique numerical identifier

#### **Author title**

- Description: The author's title, if applicable

#### **Author forename**

- Description: The author's forename

#### **Author surname**

- Description: The author's surname

#### **Author other titles**

- Description: Any titles that appear after an author's name

#### **Date of birth**

- Description: Date of birth as YYYY/MM/DD, if known

#### **Birth Circa**

- A yes/no field for whether the date is circa or not

#### **Date of death**

- Description: Date of death as YYYY/MM/DD, if known

#### **Death Circa**

- A yes/no field for whether the date is circa or not

#### **Editor's notes**

- Description: a free-text field where the RA can enter notes about the author if required

### **AuthorBook**

This table documents the association between an author and a book at any level (Work, Edition, Holding, Item). In addition, an alias field is included to enable the recording of the author's name as it appears in the book if this differs from the canonical name found in the corresponding author record. Note that an associated author will automatically cascade from the associated book level to all lower levels. E.g. if Author A is associated with the Work entry for Book B then this association will be automatically visible when viewing Editions, Holdings or Items that are associated with the Work. However, specifying an author at a lower level will automatically replace the higher level author from the point of replacement downwards. E.g. Author A is associated with the Work entry for Book B and Book B has two Editions (C and D). If Edition C introduces a second author X then two new entries in the AuthorBook table would be needed, associating Edition C with both Author A and

Author X. Both authors would then be associated with any Holdings and Items that connect to Edition C while Edition D would continue to have the single author A. Where an author's name changes at a lower level than the initial connection between author and book a similar process would be required. The table will contain the following fields:

#### **AuthorBook ID**

- Description: An auto-incrementing unique numerical identifier

#### **Author ID**

- Description: The ID of the author that is to be associated with the book

#### **Book ID**

- Description: The ID of the book that is to be associated with the author

#### **Book Table**

- Description: The book table that the record identified by the Book ID is located in. Either Book Work, Book Edition, Book Holding or Book Item

#### **Author Alias**

- Description: The author's name as it appears in this book, if it differs from the form found in the Author table

#### **Genre**

This table contains the genre and subject tags from two of the sample datasets and will be extended to cover all books. The current structure enables multiple genres to be applied to each Book Edition. The following fields will be included:

#### **Genre ID**

- Description: An auto-incrementing unique numerical identifier

#### **Title**

- Description: The genre title

#### **GenreBookEdition**

This joining table connects the Genre and Book Edition tables and enables a book to have multiple genres and a genre to be applied to multiple books. The following two columns will be included:

#### **Genre ID**

- Description: The ID of the required genre

#### **Book ID**

- Description: The ID of the Book Edition



## AdditionalField

The data from each location may include fields that do not match up to any of the 'core' fields listed above. This table holds information about each of these fields. The structure is listed below and the fields that will be created for the sample data (noted with a green asterisk in the first section of this document) are listed in the following section.

### AdditionalField ID

- Description: An auto-incrementing unique numerical identifier

### Library ID

- Description: The ID of the library that this field belongs to

### Name

- Description: The field name (e.g. borrower\_subs)

### Description

- Description: A short description of the field

### Type

- Description: Whether the field is an additional 'borrowing', 'book holding' or 'borrower' field

### Public

- Description: A yes/no column stating whether the additional field should be visible on the public resource or only visible via the content management system

## AdditionalFieldData

This table contains the actual data for each additional field. Each row must be associated with one row in the AdditionalField table and (depending on the type) one row in either the 'borrowing', 'book holding' or 'borrower' table.

### AdditionalFieldData ID

- Description: An auto-incrementing unique numerical identifier

### AdditionalField ID

- Description: A link to the AdditionalField table that establishes what sort of data the field contains

### Row ID

- Description: A link to a specific row in either the 'borrowing', 'book holding' or 'borrower' table depending on the 'type' specified in the AdditionalField table, thus establishing exactly which record has the additional piece of data

### Value

- Description: The additional piece of data to be stored.

## 2. Fields found in the original data

This section lists all of the fields found in the sample data files from five locations. These will be mapped onto a project-wide data schema that is defined in Section 1. **Note:** A red asterisk (\*) denotes a field that will be mapped onto a core field in the database as described in the preceding section, while a green asterisk (\*) denotes a field that will be stored as an 'additional field'. Additional fields are discussed in more detail in the following section. Fields labelled [Not needed] will not be included in the project's data. This is generally because the field contains no data or it is data that can be inferred from other fields.

### Leighton:

A spreadsheet contains 193 records.

1. Lending ID \*
2. book\_id (only filled in a few times) \*
3. borrower\_id \*
4. folio\_number \*
5. borrowed\_Day \*
6. borrowed\_mth \*
7. borrowed\_yr \*
8. volumes\_borrowed (free text, format varies) \*
9. lending\_record\_other\_info (free text) \*
10. borrower\_surname \*
11. borrower\_forename \*
12. borrower\_subs\_date (full date, year or 'not listed') \*
13. borrower\_Subs (money or 'not listed') \*
14. borrower\_occupation (only filled in a few times) \*
15. Town (only filled in a few times) \*
16. title\_in\_ledger (short title) \*
17. Author Name (not always filled in) \*
18. title\_in\_catalogue (full title) \*
19. language\_id (e.g. ENG) **[Not needed]**
20. language (e.g. English) \*
21. publication\_place (not always filled in, sometimes abbreviated (e.g. Edin) \*)
22. publication\_yr (not always filled in, not always just a year, e.g. 1781 onwards) \*
23. Format (not always filled in, a code e.g. 4to, 8vo) \*

### Innerpeffray:

Two spreadsheets with different formats and different 'lending IDs' but the same number of records in each (6550) with rows in the spreadsheets seemingly matching up even though IDs don't. Only the

first spreadsheet will be used for importing data, therefore the second does not feature any asterisks.

### Spreadsheet 1 (Borrowers Records to May 1855 COMPLETE):

#### Register tab:

1. lending\_record\_id \*
2. book\_id (some rows marked with an X) \*
3. borrower\_id \*
4. ledger\_page\_id (blank) **[Not needed]**
5. ledger\_volume (1 for all rows) \*
6. ledger\_page\_first\_date (yyyy-mm-dd) **[Not needed, can be inferred]**
7. ledger\_page\_last\_date (yyyy-mm-dd) **[Not needed, can be inferred]**
8. folio\_number (1r to 173r) \*
9. record\_type\_code (N or T) \*
10. record\_type (Narrative or Tabular) \*
11. handwriting\_code (B, L or blank) \*
12. handwriting (Borrower, Librarian or blank) \*
13. borrowed\_day \*
14. borrowed\_mth \*
15. borrowed\_yr \*
16. borrowing\_conditions (free text, often blank) \*
17. fine\_pounds (mostly blank) \*
18. fine\_shillings (mostly blank) \*
19. fine\_pence (mostly blank) \*
20. volumes\_borrowed (free text, inconsistent e.g. Vol 1, 1<sup>st</sup> vol) \*
21. librarian\_id (can be blank) \*
22. librarian\_surname (can be blank) \*
23. librarian\_forename (can be blank) \*
24. librarian\_dates\_in\_office (blank) **[Not needed]**
25. returned\_day (mostly blank) \*
26. returned\_mth (mostly blank) \*
27. returned\_yr (mostly blank) \*
28. return\_status\_code (S, U, Y, blank) \*
29. return\_status \*
30. lending\_record\_other\_info (free text) \*
31. borrower\_surname \*
32. borrower\_forename \*
33. borrower\_alias \*
34. borrower\_sex (M, F) \*
35. borrower\_birth\_day (blank) **[Not needed]**
36. borrower\_birth\_mth (blank) **[Not needed]**
37. borrower\_birth\_yr (blank) **[Not needed]**
38. borrower\_marriage\_day (blank) **[Not needed]**
39. borrower\_marriage\_mth (blank) **[Not needed]**
40. borrower\_marriage\_yr (blank) **[Not needed]**
41. borrower\_other\_info (free text, mostly blank) \*
42. borrower\_age\_code (A) **[Not needed]**

43. borrower\_age\_group (Adult) **[Not needed]**
44. borrower\_mar\_code (X,M) \*
45. borrower\_marital\_status (blank) **[Not needed]**
46. borrower\_occupation (mostly blank) \*
47. borrower\_seg\_code (mostly blank) **[Not needed]**
48. borrower\_socia\_econ\_group (blank) **[Not needed]**
49. borrower\_Address\_id (blank, number or z) **[Not needed]**
50. house (blank) **[Not needed]**
51. estate (blank) **[Not needed]**
52. farm (blank) **[Not needed]**
53. street \*
54. town \*
55. title\_in\_ledger \*
56. Author ID (mostly numeric but can be blank, U or Mul) \*
57. Author (can be blank or a dash) \*
58. Title (full title) \*
59. Genre Code (e.g. H) \*
60. Genre Full (e.g. History) \*
61. Language Code (e.g. Eng) **[Not needed]**
62. Language Full (e.g. English) \*
63. Place of Pub (abbreviations and inconsistent, e.g. Lon, [Lon], .[Lon]) \*
64. Date (year but sometimes in square brackets) \*
65. Format Code (number or blank) **[Not needed]**
66. Format (e.g. Fol, 8vo, 4to) \*
67. Provenance Code (blank or a letter) \*
68. Provenance (full text but abbreviated) \*
69. Source (year, blank or register only) \*
70. 1813 Shelfmark \*
71. Marginalia – leave blank (blank) **[Not needed]**
72. Notes (free text, mostly blank) \*
73. Unnamed (contains one note) **[Merged with previous field]**

#### **Book IDs tab:**

Only contains data for one book so not worth using

#### **Genre ID tab:**

Two-column sheet with Genre name in the first column and genre code in the second. Not needed as can just use information in the 'Register' tab.

#### **Provenance tab:**

Two-column sheet with Code in the first column and title in the other. Data can be used instead of the 'Provenance' column in the 'Register' tab.

#### **Spreadsheet 2 (Jill Dye Innerpeffray Borrowers 1747 to 1885):**

#### **Register tab:**

1. Lending ID (lending\_record\_id, but doe not match other spreadsheet)
2. Page First Date (yyyy-mm-dd, ledger\_page\_first\_date)
3. Page Last Date (yyyy-mm-dd, ledger\_page\_last\_date)
4. Folio No. (1r to 173r, folio\_number)
5. Record Type (Tabular, Narrative or blank, record\_type)
6. Date (day of month, presumably of borrowing, borrowed\_day)
7. Month (presumably of borrowing, borrowed\_mth)
8. Year (presumably of borrowing, borrowed\_yr)
9. Borrowing Conditions (borrowing\_conditions)
10. Fine (£) (fine\_pounds)
11. Fine (s) (fine\_shillings)
12. Fine (d) (fine\_pence)
13. Keeper ID (librarian\_id)
14. Keeper Surname (librarian\_surname)
15. Keeper Forename (librarian\_forename)
16. Returned Day (returned\_day)
17. Returned Month (returned\_mth)
18. Returned Year (returned\_yr)
19. Borrower ID (borrower\_id)
20. Additional Info (lending\_record\_other\_info but contents differ)
21. Surname (borrower\_surname but some differences in transcription)
22. Forename (borrower\_forename, but as above)
23. Alias (borrower\_alias but as above)
24. Sex (borrower\_sex)
25. borrower\_other\_info (borrower\_other\_info but some differences in content)
26. Occupation ID (borrower\_seg\_code)
27. Occupation (borrower\_occupation)
28. Address ID (borrower\_address\_id)
29. Address 1 (street)
30. Address 2 (town)
31. Volume (volumes\_borrowed)
32. Ledger Entry (title\_in\_ledger)
33. Book ID (book\_id)
34. Author ID (Author ID)
35. Author (Author)
36. Title (Title)
37. Genre Code (Genre Code)
38. Genre Full (Genre Full)
39. Lang.Code (Language Code)
40. Lang.Full (Language Full)
41. Place of Pub. (Place of Pub)
42. Date (Date)
43. Format Code (Format Code)
44. Format (Format)
45. Provenance Code (Provenance Code)
46. Provenance (Provenance)
47. Source (Source)
48. 1813 Shelfmark (1813 Shelfmark)

## 49. Notes (Notes)

### **Book IDs tab:**

Contains records for 1609 books linked by Book ID to 'Register' tab. The following fields are recorded:

1. Book ID
2. Author ID
3. Author
4. Title
5. Genre
6. Genre Full
7. Language Code
8. Language Full
9. Place of Pub
10. Date
11. Format Code
12. Format
13. Provenance Code
14. Provenance
15. Source
16. 1813 Shelfmark
17. Marginalia – leave blank
18. Notes

### **Genre ID tab:**

Same as in other spreadsheet but contains less rows

### **Provenance tab:**

Same as in other spreadsheet but 'None/Later' has a blank code while the other spreadsheet gives the code 'Z' to 'Other'.

## Haddington:

Three spreadsheets containing information about books, borrowing and readers:

### **Books.csv (1399 rows):**

1. Catalogue Number \*
2. Title (per catalogue, or inferred from lending register) \*
3. Date (per catalogue) (year or occasionally range e.g. 1600-1611) \*
4. Format of book \*
5. Extra notes \*
6. Subject \*

7. Language (blank used for English) \*
8. Scottish book? (blank or yes) \*
9. After 1816? (blank or yes) \*
10. END (END) [**Not needed**]

#### **Borrowings.csv (5163 rows):**

1. Borrowing ID \*
2. Day of week (e.g. Sat, Mon) \*
3. Date (YYYY mmm dd e.g. 1732 Feb 19 but split in columns see below) \*
4. Title \*
5. Borrower (not split into forename and surname and sometimes with labels included, but see link to borrower below) \*
6. Other reader (mostly blank but some free text) \*
7. Link to title (links to catalogue number in books.csv but sometimes is text like 'UNREADABLE') \*
8. Link to borrower (links to Reader ID in readers.csv) \*
9. Link to other reader (as above) \*
10. Source ref (MS number) \*
11. Page num (e.g. 2r) \*
12. Year \*
13. Month \*
14. Day \*

#### **Readers.csv (717 rows)**

1. Reader ID (text, not numeric) \*
2. Dates borrowed (year range e.g. 1805-1813) \*
3. Surname \*
4. Forename \*
5. Gender \*
6. Age of borrower (free text, e.g. 'teenage + later') \*
7. Occupational category \*
8. Occupation \*
9. Address (mostly blank, free text) \*
10. Notes on family background (free text) \*
11. Birth date (year but not accurate – sometimes range, sometimes '1670-ish') \*
12. Death date (as above) \*
13. Identified? (Variety of data, e.g. YES, AS GOOD AS, THINK SO) \*
14. OccupationalClass \*

## Selkirk

Three spreadsheets containing information about books, borrowing and readers:

#### **Books.csv (612 rows)**

1. Book ID (text, not numeric) \*
2. Title \*
3. Subject \*

#### **Borrowings.csv (11431 rows)**

1. Borrowing ID \*
2. Date (stored in inconsistent formats) \*
3. Title (seems to include volume information sometimes, e.g. 2v, 4to) \*
4. Link to title (links to Book ID in books.csv) \*
5. Borrower (full name including title and also apparently including town) \*
6. Link to borrower (links to Reader ID in readers.csv) \*
7. Source ref (register volume) \*
8. Page number \*

#### **Readers.csv (86 rows)**

1. Reader ID (not numeric) \*
2. Surname \*
3. Forename \*
4. Occupation \*
5. Address \*
6. Gender (blank or female) \*
7. Notes (free text) \*

### [Inverness](#)

Images of handwritten manuscripts that someone else will need to decipher.

### [Glasgow University](#)

Two spreadsheets, one for students and the other for staff. Formatting has been applied to the rows (e.g. superscript text, strikethrough) meaning it is very difficult to extract the text from the spreadsheet whilst retaining this formatting.

#### **Students (8199 rows)**

1. Borrower's Name (full name, including formatting) \*
2. [Name normalised] (full name with all abbreviations expanded etc) \*
3. Class (subject area) \*
4. Press (1-2 letter code) \*
5. Shelf \*
6. No. \*
7. Name of the Book (short title, includes formatting) \*



8. Professor signing (full name, no formatting, sometimes a line or [blank]) \*
9. Professor signing 2 (as above) \*
10. Professor signing 3 (as above) \*
11. Lent (dd mmm yyyy e.g. 15 Nov 1757) \*
12. Returned (As above) \*
13. Regsiter (number) \*
14. Page (e.g. 8r) \*
15. Entry No. \*
16. Image \*
17. Possible copy (URL) \*
18. Author (full text including titles and some dates) \*
19. Title (more complete title, doesn't appear to include any formatting) \*
20. Editor/Translator (full name including some dates) \*
21. Possible shelfmark \*
22. Comments \*
23. Order on spreadsheet \*
24. Order in Student Data Set **[Not needed]**
25. ESTC \*

#### **Professors (7131 rows)**

1. Borrower (full name, includes formatting) \*
2. Press \*
3. Shelf \*
4. Position \*
5. Title in Register (short title, includes formatting) \*
6. Place of Publication (Register 5) (abbreviations used, includes formatting) \*
7. Date of publication (year, empty, [blank], any errors included, e.g. 176 [sic]) \*
8. Borrowed (dd mmm yyyy but sometimes no year) \*
9. Returned (as above) \*
10. Page \*
11. Entry \*
12. Image \*
13. Register \*
14. Order in Register \*
15. Sort Order **[Not needed]**
16. Normalised Title (mostly blank) \*
17. Possible copy (URL, blank or text e.g. (likely lost)) \*
18. Author (full name including some dates) \*
19. Title (longer title) \*
20. Editor/Translator (mostly blank, full names including some dates) \*
21. Possible Shelfmark \*
22. Comments \*

#### 4. Additional Fields for all of the sample data locations

This section lists each entry in the 'AdditionalField' table for all non-core fields in the sample data locations (i.e. all fields marked with a green asterisk in Section 3). Note that IDs are for illustration only.

##### Leighton

- **AdditionalField ID:** 1
  - **Location ID:** 1
  - **Name:** Borrower Subs Date
  - **Description:** The date of subscription
  - **Type:** Borrower
- 
- **AdditionalField ID:** 2
  - **Location ID:** 1
  - **Name:** Borrower Subs
  - **Description:** The subscription in pounds, shillings and pence
  - **Type:** Borrower
- 
- **AdditionalField ID:** x
  - **Location ID:** 1
  - **Name:** Original borrower surname
  - **Description:** Surname from the original record
  - **Type:** Borrower
- 
- **AdditionalField ID:** x
  - **Location ID:** 1
  - **Name:** **Original** borrower forename
  - **Description:** Forename from the original record
  - **Type:** Borrower
- 
- **AdditionalField ID:** x
  - **Location ID:** 1
  - **Name:** Original Borrowed Day
  - **Description:** The day field for the borrowing
  - **Type:** Borrowing
- 
- **AdditionalField ID:** x
  - **Location ID:** 1
  - **Name:** Original Borrowed Month
  - **Description:** The month field for the borrowing

- **Type:** Borrowing
- 
- **AdditionalField ID:** x
  - **Location ID:** 1
  - **Name:** Original Borrowed Year
  - **Description:** The year field for the borrowing
  - **Type:** Borrowing
- 
- **AdditionalField ID:** x
  - **Location ID:** 1
  - **Name:** Volumes borrowed
  - **Description:** The volumes borrowed
  - **Type:** Borrowing
- 
- **AdditionalField ID:** x
  - **Location ID:** 1
  - **Name:** Borrowed other info
  - **Description:** Any other lending record info
  - **Type:** Borrowing
- 
- **AdditionalField ID:** x
  - **Location ID:** 1
  - **Name:** Original author name
  - **Description:** The author name in the original record
  - **Type:** Book
- 
- **AdditionalField ID:** x
  - **Location ID:** 1
  - **Name:** Original publication place
  - **Description:** The publication place in the original record
  - **Type:** Book
- 
- **AdditionalField ID:** x
  - **Location ID:** 1
  - **Name:** Original publication year
  - **Description:** The publication year in the original record
  - **Type:** Book

## Innerpeffray

- **AdditionalField ID:** 3
  - **Location ID:** 2
  - **Name:** Record Type Code
  - **Description:** N or T
  - **Type:** Borrowing
- 
- **AdditionalField ID:** 4
  - **Location ID:** 2
  - **Name:** Record Type
  - **Description:** Narrative or Tabular
  - **Type:** Borrowing
- 
- **AdditionalField ID:** 4
  - **Location ID:** 2
  - **Name:** Handwriting Code
  - **Description:** B, L or blank
  - **Type:** Borrowing
- 
- **AdditionalField ID:** 5
  - **Location ID:** 2
  - **Name:** Handwriting
  - **Description:** Borrower, Librarian or blank
  - **Type:** Borrowing
- 
- **AdditionalField ID:** 6
  - **Location ID:** 2
  - **Name:** Borrowing Conditions
  - **Description:** Additional text field about the borrowing conditions
  - **Type:** Borrowing
- 
- **AdditionalField ID:** x
  - **Location ID:** 2
  - **Name:** Volumes borrowed
  - **Description:** The volumes borrowed
  - **Type:** Borrowing
- 
- **AdditionalField ID:** 7
  - **Location ID:** 2
  - **Name:** Fine pounds

- **Description:** The pounds part of a fine
- **Type:** Borrowing

- **AdditionalField ID:** 8
- **Location ID:** 2
- **Name:** Fine Shillings
- **Description:** The shillings part of a fine
- **Type:** Borrowing

- **AdditionalField ID:** 9
- **Location ID:** 2
- **Name:** Fine Pence
- **Description:** The pence part of a fine
- **Type:** Borrowing

- **AdditionalField ID:** 9
- **Location ID:** 2
- **Name:** Librarian ID
- **Description:** The unique ID for a librarian
- **Type:** Borrowing

- **AdditionalField ID:** 10
- **Location ID:** 2
- **Name:** Librarian Surname
- **Description:**
- **Type:** Borrowing

- **AdditionalField ID:** 11
- **Location ID:** 2
- **Name:** Librarian Forename
- **Description:**
- **Type:** Borrowing

- **AdditionalField ID:** 12
- **Location ID:** 2
- **Name:** Return Status Code
- **Description:** S, U, Y or blank
- **Type:** Borrowing

- **AdditionalField ID:** 13
- **Location ID:** 2
- **Name:** Return Status
- **Description:**
- **Type:** Borrowing

- **AdditionalField ID:** x
- **Location ID:** 2
- **Name:** Original Borrowed Day
- **Description:** The borrowing day in the original record
- **Type:** Borrowing

- **AdditionalField ID:** x
- **Location ID:** 2
- **Name:** Original Borrowed Month
- **Description:** The borrowing month in the original record
- **Type:** Borrowing

- **AdditionalField ID:** x
- **Location ID:** 2
- **Name:** Original Borrowed Year
- **Description:** The borrowing year in the original record
- **Type:** Borrowing

- **AdditionalField ID:** x
- **Location ID:** 2
- **Name:** Original Borrowed Other info
- **Description:** Other information about the borrowing in the original record
- **Type:** Borrowing

- **AdditionalField ID:** x
- **Location ID:** 2
- **Name:** Original Returned Day
- **Description:** The returned day in the original record
- **Type:** Borrowing

- **AdditionalField ID:** x
- **Location ID:** 2
- **Name:** Original Returned Month
- **Description:** The returned month in the original record

- **Type:** Borrowing
- 
- **AdditionalField ID:** x
  - **Location ID:** 2
  - **Name:** Original Returned Year
  - **Description:** The returned year in the original record
  - **Type:** Borrowing
- 
- **AdditionalField ID:** x
  - **Location ID:** 2
  - **Name:** Original Borrower Surname
  - **Description:** Surname in the original borrowing record
  - **Type:** Borrower
- 
- **AdditionalField ID:** x
  - **Location ID:** 2
  - **Name:** Original Borrower Forename
  - **Description:** forename in the original borrowing record
  - **Type:** Borrower
- 
- **AdditionalField ID:** x
  - **Location ID:** 2
  - **Name:** Original Borrower Othername
  - **Description:** Borrower alias in the original record
  - **Type:** Borrower
- 
- **AdditionalField ID:** 14
  - **Location ID:** 2
  - **Name:** Borrow Marriage Code
  - **Description:** X or M
  - **Type:** Borrower
- 
- **AdditionalField ID:** x
  - **Location ID:** 2
  - **Name:** Original Author Name
  - **Description:** Author's name in the original record
  - **Type:** Book
- 
- **AdditionalField ID:** x

- **Location ID:** 2
- **Name:** Original author ID
- **Description:** The author ID in the original record
- **Type:** Book

- **AdditionalField ID:** 15
- **Location ID:** 2
- **Name:** Provenance Code
- **Description:** A code denoting provenance
- **Type:** Book

- **AdditionalField ID:** x
- **Location ID:** 2
- **Name:** Original publication place
- **Description:** The publication place in the original record
- **Type:** Book

- **AdditionalField ID:** x
- **Location ID:** 2
- **Name:** Original publication year
- **Description:** The publication year in the original record
- **Type:** Book

- **AdditionalField ID:** 16
- **Location ID:** 2
- **Name:** Provenance
- **Description:** The full text relating to the provenance
- **Type:** Book

- **AdditionalField ID:** 17
- **Location ID:** 2
- **Name:** Source
- **Description:** 1813, blank or register only
- **Type:** Book

- **AdditionalField ID:** 18
- **Location ID:** 2
- **Name:** 1813 Shelfmark



- **Description:** The shelfmark in 1813
- **Type:** Book

#### Haddington

- **AdditionalField ID:** 19
- **Location ID:** 3
- **Name:** Scottish Book?
- **Description:** Blank or 'yes' for Scottish books
- **Type:** Book

- **AdditionalField ID:** 20
- **Location ID:** 3
- **Name:** After 1816?
- **Description:** Blank or yes
- **Type:** Book

- **AdditionalField ID:** 21
- **Location ID:** 3
- **Name:** Day of the week
- **Description:** E.g. Sat, Mon
- **Type:** Borrowing

- **AdditionalField ID:** 22
- **Location ID:** 3
- **Name:** Dates borrowed
- **Description:** The period in years when the person borrowed books
- **Type:** Borrower

- **AdditionalField ID:** 23
- **Location ID:** 3
- **Name:** Age of borrower
- **Description:** e.g. 'Teenage + later'
- **Type:** Borrower

- **AdditionalField ID:** 24
- **Location ID:** 3
- **Name:** Birth date
- **Description:**
- **Type:** Borrower

- **AdditionalField ID:** 25
  - **Location ID:** 3
  - **Name:** Death date
  - **Description:**
  - **Type:** Borrower
- 
- **AdditionalField ID:** 26
  - **Location ID:** 3
  - **Name:** Identified?
  - **Description:** Information about whether the borrower has been identified
  - **Type:** Borrower

### Selkirk

- **AdditionalField ID:** x
  - **Location ID:** x
  - **Name:** Original Borrowed Full Date
  - **Description:** The full borrowing date in the original record
  - **Type:** Borrowing
- 
- **AdditionalField ID:** x
  - **Location ID:** x
  - **Name:** Original borrower surname
  - **Description:** Borrower surname as found in the original record
  - **Type:** Borrower
- 
- **AdditionalField ID:** x
  - **Location ID:** x
  - **Name:** Original borrower Forename
  - **Description:** Borrower forename as found in the original record
  - **Type:** Borrower

### GU Students

- **AdditionalField ID:** x
- **Location ID:** 4
- **Name:** Original borrowed full date
- **Description:** The full borrowing date in the original record
- **Type:** Borrowing

- **AdditionalField ID: x**
- **Location ID: 4**
- **Name:** Original returned full date
- **Description:** The full returned date in the original record
- **Type:** Borrowing

- **AdditionalField ID: 27**
- **Location ID: 4**
- **Name:** Class
- **Description:** The subject area
- **Type:** Borrower

- **AdditionalField ID: 28**
- **Location ID: 4**
- **Name:** Press
- **Description:**
- **Type:** Book

- **AdditionalField ID: 29**
- **Location ID: 4**
- **Name:** Shelf
- **Description:**
- **Type:** Book

- **AdditionalField ID: 30**
- **Location ID: 4**
- **Name:** No.
- **Description:**
- **Type:** Book

- **AdditionalField ID: x**
- **Location ID: 4**
- **Name:** Original Borrower fullname
- **Description:** The fullname of the borrower in the original record
- **Type:** Borrower

- **AdditionalField ID: 31**
- **Location ID: 4**

- **Name:** Professor 1
  - **Description:** Name of first professor
  - **Type:** Borrower
- 
- **AdditionalField ID:** 32
  - **Location ID:** 4
  - **Name:** Professor 2
  - **Description:** Name of second professor
  - **Type:** Borrower
- 
- **AdditionalField ID:** 33
  - **Location ID:** 4
  - **Name:** Professor 3
  - **Description:** Name of third professor
  - **Type:** Borrower
- 
- **AdditionalField ID:** x
  - **Location ID:** 4
  - **Name:** Original Author name
  - **Description:** original author name
  - **Type:** Book
- 
- **AdditionalField ID:** 34
  - **Location ID:** 4
  - **Name:** Possible Shelfmark
  - **Description:**
  - **Type:** Book

## GU Professors

- **AdditionalField ID:** x
  - **Location ID:** 5
  - **Name:** Original borrowed full date
  - **Description:** The full date in the original record
  - **Type:** Borrowing
- 
- **AdditionalField ID:** x
  - **Location ID:** 5
  - **Name:** Borrowed other info

- **Description:** The comments field in the original record
  - **Type:** Borrowing
- 
- **AdditionalField ID:** x
  - **Location ID:** 5
  - **Name:** Original returned full date
  - **Description:** The full returned date in the original record
  - **Type:** Borrowing
- 
- **AdditionalField ID:** x
  - **Location ID:** 5
  - **Name:** Original borrower fullname
  - **Description:** The full borrower name in the original record
  - **Type:** borrower
- 
- **AdditionalField ID:** x
  - **Location ID:** 5
  - **Name:** Original Author name
  - **Description:** The author name in the original record
  - **Type:** Book
- 
- **AdditionalField ID:** x
  - **Location ID:** 5
  - **Name:** Original place of publication
  - **Description:** place of publication in the original record
  - **Type:** Book
- 
- **AdditionalField ID:** x
  - **Location ID:** 5
  - **Name:** Original publication year
  - **Description:** Year of publication in the original record
  - **Type:** Book
- 
- **AdditionalField ID:** 35
  - **Location ID:** 5
  - **Name:** Press
  - **Description:**
  - **Type:** Book

- **AdditionalField ID:** 36
- **Location ID:** 5
- **Name:** Shelf
- **Description:**
- **Type:** Book

- **AdditionalField ID:** 36
- **Location ID:** 5
- **Name:** Position
- **Description:**
- **Type:** Book

- **AdditionalField ID:** 37
- **Location ID:** 5
- **Name:** Possible Shelfmark
- **Description:**
- **Type:** Book