

SNACSchool 3.0 for NARA Staff

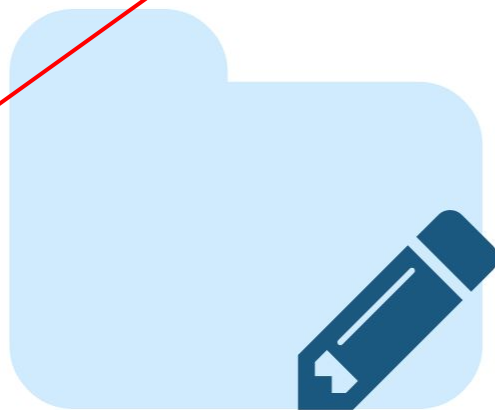
Module 2:

Create and Edit

Required Step: Search for your entity's name to make sure it doesn't already exist in SNAC.

From the SNAC Editor's Dashboard, you can do a

- **Browse Search**
- **Standard Search**
- **Advanced Search**



Quick Search Results

[Advanced Search](#)

[View Recently Published](#)

Editor's Dashboard

Welcome, Jerry, to the Editor's dashboard. From here, you can continue where you left off on your current in-progress edits, and unlock reviews that are pending, but the reviewer has not started, you may pull back to review.

[+ Create New Constellation](#)

In Progress Edits

Continue where you left off on one of the following Constellations.

No Constellations Available

All Types

Search

Search Biographies Advanced Search Faceted Search

Show per page

The following commands may be used for advanced searching

- * Prefix search. Ex: *Wash** will match anything starting with *Wash* including *Washington*.
- + Search must include the following term (AND operation). Ex: *Washington +George* will find George Washingtons.
- | Search may include either of the terms (OR operation). Ex: *Washington |George* will find either Georges OR Washingtons.
- " " Wrap a phrase with quotes to search the exact phrase.
- () Add preferred clauses with parentheses. Ex: *(Washington + George) | (Jefferson + Thomas)* will find either George Washingtons or Thomas Jeffersons, but not George Jeffersons.
- Search must not include the connected term. Ex: *Washington -George* will find Washingtons not named George.
- N Edit distance search. Finds names similar to the one typed. A larger number **N** will produce "fuzzier" results. Ex: *Wash~1* will find *Wash, Hash, Wast, Mash*, etc.

Use the following boxes to narrow your search to multiple subjects, functions, or occupations. These are cumulative filters, so only results matching all selected values will be returned.

Subjects

Occupations

Functions













SNAC Advanced Search confirms that there are **“No Results Found”** for author Flannery O’Connor.

No Results Found.

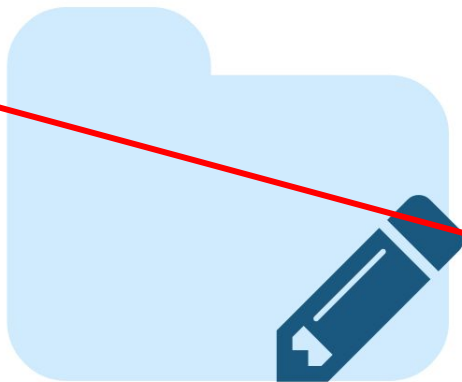
Using the **Browse** search options lets you see entity names falling before or after your specific search criteria in the index.

You may discover duplicates or “near duplicates” to aid in editing and future records merging.

Browse

All Types		Grimminger, George	Search		
<input type="checkbox"/>	Name Entry	<input type="checkbox"/>	Resources	<input type="checkbox"/>	Relations
<input type="checkbox"/>	 Grimm, Herbert, 1922-		1		0
<input type="checkbox"/>	 Grimm, Herman, 1860		1		1
<input type="checkbox"/>	 Grimm, Herman, active 1871-1904, German art historian		1		0
<input type="checkbox"/>	 Grimm, Herman Friedrich, 1828-1901		154		14
<input type="checkbox"/>	 Grimm, Herman J.		1		0
<input type="checkbox"/>	 Grimm, Hermann O.		1		0
<input type="checkbox"/>	 Grimm, H. G.		1		75
<input type="checkbox"/>	 Grimm, Hilmar.		1		0
<input type="checkbox"/>	 Grimminger, Adolf		1		1
<input type="checkbox"/>	 Grimminger, Adolf, 1827-1909		1		1
<input type="checkbox"/>	 Grimminger, Robert H., 1924-		1		3
<input type="checkbox"/>	 Grimm, Irmgard		1		1

Return to the SNAC Editor's Dashboard and click the **+ Create New Constellation** button to start your new SNAC record.



Editor's Dashboard

Welcome, Jerry, to the Editor's dashboard. From here, you can manage your work where you left off on your current in-progress edits, and unreviewed edits, but the reviewer has not started, you may pull back

[+ Create New Constellation](#)

Grimminger, George

Search

Quick Search Results

[Advanced Search](#)

In Progress Edits

Continue where you left off on one of the following Constellations.

No Constellations Available

New Constellation

Next Required step:

Designate the Entity Type

Start building your new SNAC record at the **Basic Information** tab by designating the Entity Type: **corporateBody**, **family**, or **person**.

For the instructor's example, we will designate **person** as the **Entity Type**.

Basic Info

Basic Information

Instructions: To create a new constellation, first enter the *Entity Type* and one *Name Entry* (required). After that, we'll check to make sure that the constellation doesn't already exist in SNAC. If you are sure at that point, we'll copy over your work here into the new constellation.

Constellation Information

Entity Type *

Select

corporateBody

family

person

Name Entries *

Next required step:

Move to the **Name Entries** section where you will add **Name Components** following these steps:

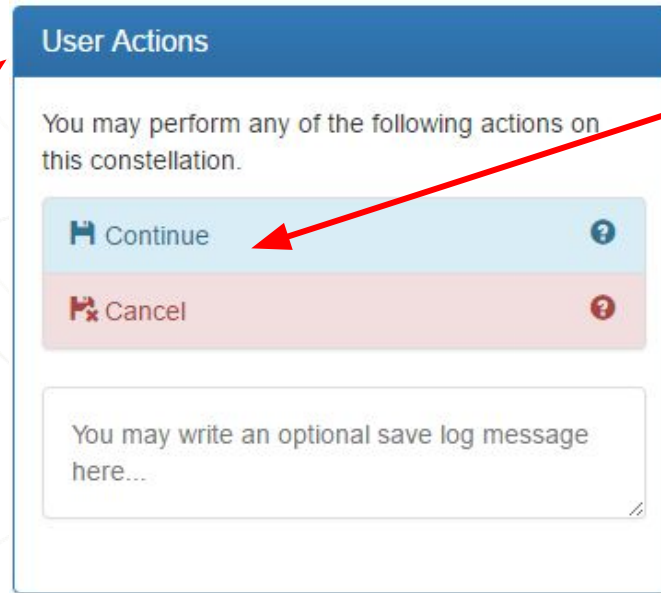
1. Click **+Add Component**, and add components for:
 - Designate **Surname** = Grimminger
 - Designate **Forename** and middle initial or middle name = George
 - Designate **Date** = 1907-1973

*Note that SNAC automatically supplies punctuation for the name heading depending on the component type.

2. Set the **Preference** switch to **Preferred**
3. Assuming the **Language** is English and the **Script** is Latin, hit the **magic wand** buttons; otherwise, search for language and script
4. Set the **Rules** to “authorizedForm” and “rda”

The screenshot shows the SNAC interface for editing a name heading. The title is "Grimminger, George, 1907-1973" with the subtitle "Computed Name Heading". On the right side, there are "Undo" and "Trash" buttons. The main area is titled "Name Components" and contains three rows of components: "Surname" with the value "Grimminger", "Forename" with the value "George", and "Date" with the value "1907-1973". Each row has a red minus button on the right. Below these rows is a green "+ Add Component" button. Underneath the components section, there are three settings: "Preference" set to "Preferred" (indicated by a blue bar), "Language" set to "eng" with a blue magic wand icon, and "Script" set to "Latn" with a blue magic wand icon. At the bottom, there is a "Rules" section with two dropdown menus: "authorizedF..." and "rda", each with a red minus button. Below the rules is a green "+ Add Rule" button.

Under the **User Actions** menu on the top right of the screen, you will find the **Continue** selection.



User Actions

You may perform any of the following actions on this constellation.

Continue **Cancel**

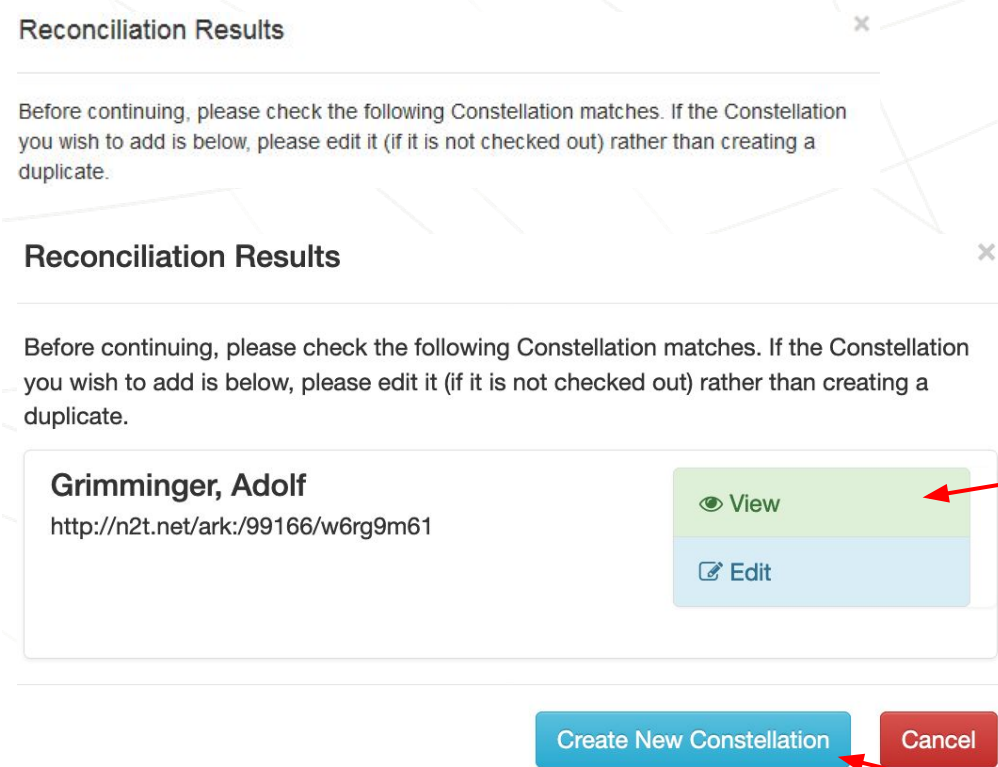
You may write an optional save log message here...

Click **Continue** to start the **identity constellation reconciliation process**. This is one last system check to make sure your identity constellation doesn't already exist in SNAC.



Identity Constellation Identifier(s)

Permalink **New Constellation**



SNAC's reconciliation check may find duplicates or near duplicates at this step, and presents you with a list to examine. Here's the reconciliation list for George Grimminger.

Click **View** to see the full record if you need more information, or more *context*. If you find that the identity constellation already exists, you also have the option to edit.

After this final check, click **Create New Constellation** to move forward in creating your new record.

Grimminger, George, 1907-1973

Instructions: When saving an Identity Constellation, the *Entity Type* and at least one *Name Entry* are required.

Core Data History Demographics Relations Corporate Description Control

Core Data

Information

Entity Type *

person

Name Entries *

+ Add New Name Entry

Grimminger, George, 1907-1973

Computed Name Heading

Name Components

Surname : Grimminger

Forename : George

Date : 1907-1973



Cite



Edit



Trash

After reconciliation, SNAC returns you to the **Core Data** tab for more editing.

A range of **User Actions** appear at the top of the editing screen.

Save
Save & Dashboard
Send for Review
Cancel

Publish is blocked!

Staying on the **Core Data** tab, add a variant name or names if necessary.

1. Click **+Add Component** to enter all variant name components:
 - a. Surname = Grimminger
 - b. Forename = Geo
 - c. Date = 1907-1973
2. Leave the **Preference** switch set to **Not Preferred**
3. Assuming the **Language** is English and the **Script** is Latin, hit the **magic wand** buttons; otherwise, search for language and script
4. Key Not Preferred forms as **“alternativeForm”** and **“rda”**
5. Repeat these steps for any additional variant names as they are warranted.

The screenshot shows a user interface for adding a name entry. At the top right, there is a green button labeled '+ Add New Name Entry'. The main heading is 'Grimminger, Geo, 1907-1973' with a subtitle 'Computed Name Heading'. Below this is a section titled 'Name Components' containing three rows: 'Surname' with the value 'Grimminger', 'Forename' with 'Geo', and 'Date' with '1907-1973'. Each row has a red minus button on the right. Below the 'Date' row is a 'Date' label and a green '+ Add Component' button. The 'Preference' section shows a switch set to 'Not Preferred'. The 'Language' field is set to 'eng' and the 'Script' field is set to 'Latn', both with blue magic wand icons on the right. The 'Rules' section contains a row with 'alternativeForm' and 'rda' as values, each with a red minus button. A green '+ Add Rule' button is located below the rules section.

Punctuation in entity names:

Date

Forename

Name Addition

Name Expansion

Numeration

Surname

SNAC automatically supplies required punctuation depending on selection of the various name elements in the heading.

Editors can enter elements in any order, then use the “**black dashes**” symbol to drag and drop elements into the correct order.

[+ Add New Name Entry](#)

Grimminger, Geo, 1907-1973
Computed Name Heading

Name Components

☰	Surname	x ▾	Grimminger	⊖
☰	Forename	x ▾	Geo	⊖
☰	Date	x ▾	1907-1973	⊖

Date [+ Add Component](#)

Preference

Language eng x ▾ [✎](#)

Script Latn x ▾ [✎](#)

Rules

alternativeForm	x ▾	rda	x ▾	⊖
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[+ Add Rule](#)

Move to the **History** tab and select **BiogHist**:

Core Data

History ▾

Demographics ▾

Relations ▾

Biogra

BiogHist

Exist Dates

Places

General Contexts

Structure or Genealogies

Grimminger, George, 1907-1973 ✎

Instructions: When saving an Identity Constellation, the *Entity Type* and at least one *Name Entry* are required.

Core Data

History ▾

Demographics ▾

Relations ▾

Corporate Description ▾

Control ▾

Biographical History

George Grimminger (b. January 5, 1907, St. Louis, Missouri-d. December 1973, Washington, D.C.), meteorologist, physicist, research analyst, weapons systems analyst, was a member of the Byrd's Antarctic Expedition, 1933 to 1935. During his career, he served with the U.S. Weather Bureau, the Weapons Systems Evaluation Group of the Joint Chiefs of Staff, the U.S. Army, the U.S. Air Force, and several non-government companies. He was known by friends, especially Admiral Byrd, as Geo Grimminger.

Language eng

Script Latn

1. Click the **Edit** icon on the right of the **Biographical History** entry screen and enter a biography note.
2. Code for **Language** and **Script**.



Cite



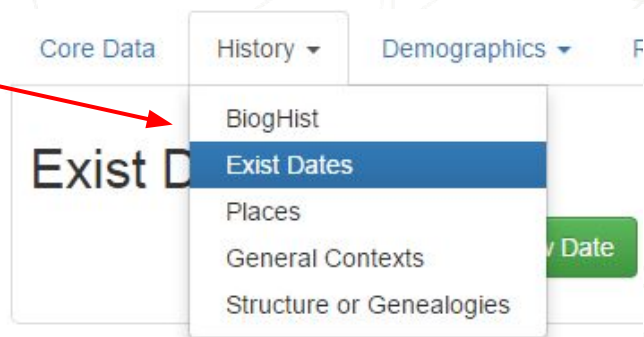
Edit



Trash

Remain on the **History** tab but move to **Exist Dates**:




Click the **+Add New Date** or **+Add New Date Range** button and fill in date information as prompted.



Exist Dates

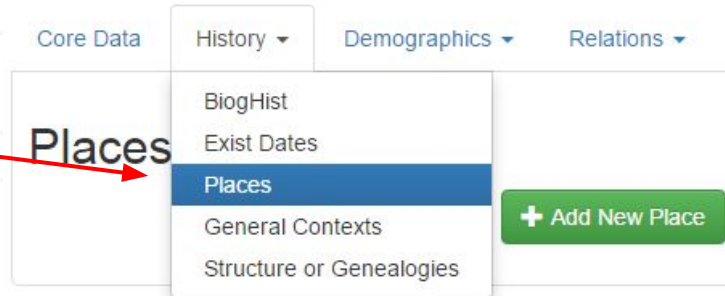
[+ Add New Date](#) [+ Add New Date Range](#)

Exist Dates - Date Range

Start Date Machine-Readable	1907 - January x - 5	 Cite
Start Date Natural Language	January 5, 1907	
Start Date Type	Birth x	
Start Fuzzy Range	YYYY-MM-DD - YYYY-MM-DD	 Undo
End Date Machine-Readable	1973 - December x - DD	
End Date Natural Language	December 1973	
End Date Type	Death x	 Trash
End Fuzzy Range	YYYY-MM-DD - YYYY-MM-DD	
Descriptive Note		

Remain on the **History** tab and select **Places**:

1. Click the **+Add New Place** button and use the entry screens to add geographic headings relating to the person.
2. Add a **Type** of geographic place relation. The **Type** of place indicates an associative relationship.
3. Add a **Role** for the geographic place. The role, in the context of EAC, can be **Birth**, **Death**, **Citizenship** or **Residence**.
4. Optionally, add an **Address** or a **Descriptive Note**.



Places

+ Add New Place

District of Columbia

DC, US

View GeoPlace

Cite

Edit

Trash

Type AssociatedPlace

Role Death

Address

Descriptive Note

St. Louis

MO, US

View GeoPlace

Cite

Edit

Trash

Type AssociatedPlace

Role Birth

Move to the **Demographics** tab. You have the option to add controlled vocabulary terms for **Gender, Nationality, Languages Used, Occupations** and **Subjects**.

Core Data History ▾ Demographics ▾ Relations

Genders

- Genders
- Nationalities
- Languages Used
- Occupations
- Subjects

Occupations

+ Add New Occupation

Term

Select

Meteor

- Meteorologists
- Meteorologists--19th century
- Meteorologists--19th century.--England
- Meteorologists--Archives
- Meteorologists--Australia
- Meteorologists--England

Cite

Undo

Trash

Move to the **Relations** tab and select **Resource Relations**:

1. Click the **+Add New Resource Relation** button and use the entry screens to add information for archival resources related to the person.
2. Use the **Search Resources** feature to determine whether a finding aid resource is already available in SNAC.

If no finding aid resource is found, either by title or URL, click **Create New Resource**.

Resource Relations

+ Add New Resource Relation

Search Resources

Type or paste the unique URL for the resource in the box below. If we have a cached copy of the resource, select the version you want to reference by using the radio button to the left, then click "Continue." If the resource you are looking for is not found, choose "Create New Resource."

https://catalog.archives.gov/id/18514904

Search Results

No results found.

OR

Create New Resource

Cancel

Continue

For George Grimminger we will link his SNAC record to the description of his collection held at the National Archives in College Park, Maryland..

Once you've located the NARA Catalog record, copy and paste the URI from the catalog and search it in SNAC.

N.B.: Due to the ingest of thousands of finding aids during R & D, there's a good chance your particular finding aid might already be in SNAC.

https://catalog.archives.gov/id/18509567

AL ARCHIVES CATALOG

LOGIN REGISTER VETERANS' SERVICE RECORDS HELP API CONTACT US

Advanced Search

Results: 1 of 1

Personal Papers, 1933 - 1959

This Series contains records, some of which may not be available online.
To obtain a copy or view the records, please contact or visit the National Archives and Records Administration location information below.

Additional Information About this Series

National Archives Identifier: 18509567

Creator(s): Grimminger, George, 1907-1973 (Most Recent)

From: Collection: George Grimminger Papers, 1933 - 1959

https://catalog.archives.gov/id/18509567

Search Results

No results found.

OR




Create New Resource

Cancel

Continue

Resource Relations Create Resource continued:

1. Add required elements: **Resource Type, Display Entry, and Title**
2. Add information for optional elements: **Date, Resource Link, Abstract, Extent, and Languages.**
3. Search for and add the heading for the **Holding Repository.**
4. Click **Continue** to add these elements to the record.

Resource Type *	ArchivalResource
Display Entry *	George Grimminger Personal Papers, 1933-1959
Title *	George Grimminger Personal Papers, 1933-1959
Date	1933-1959
Resource Link	https://catalog.archives.gov/id/18509567
Abstract	This series consists of newspaper clippings, mimeographed newspapers, publications, published papers, and lists relating to meteorology and the Robert Byrd Antarctic Expedition, 1933-1935.
Extent	5 linear inches
Languages	eng x Latn x   
Holding Repository	National Archives at College Park x Can't Find the Holding Repository?

NARA Holding Repositories

Barack H. Obama Library

Dwight D. Eisenhower Library

Franklin D. Roosevelt Library

George Bush Library

George W. Bush Library

Gerald R. Ford Library

Herbert Hoover Library

Harry S. Truman Library

Jimmy Carter Library

John F. Kennedy Library

Lyndon B. Johnson Library

Richard Nixon Library

Ronald Reagan Library

William J. Clinton Library

Center for Legislative Archives

National Archives at Atlanta

National Archives at Boston

National Archives at Chicago

National Archives at College Park

National Archives at Denver

National Archives at Fort Worth

National Archives at Kansas City

National Archives at New York

National Archives at Philadelphia

National Archives at Riverside

National Archives at San Francisco

National Archives at Seattle

National Archives at St. Louis

National Archives at Washington, D.C.

Resource Relations

+ Add New Resource Relation

Grimminger, George, 1907-1973 → Personal Papers, 1933-1959

Resource **George Grimminger personal papers, 1933-1959**
Title: Personal Papers, 1933-1959
This series consists of newspaper clippings, mimeographed newspapers, publications, published papers, and lists relating to meteorology and the Robert Byrd Antarctic Expedition, 1933-1935.
ArchivalResource: 5 linear inches
<https://catalog.archives.gov/id/18509567> **View**
View in SNAC

Role Select
contributorOf
creatorOf
editorOf
referencedIn

Descriptive Note

Grimminger, George, 1907-1973 → creatorOf Personal Papers, 1933-1959

Resource **George Grimminger personal papers, 1933-1959**
Title: Personal Papers, 1933-1959
This series consists of newspaper clippings, mimeographed newspapers, publications, published papers, and lists relating to meteorology and the Robert Byrd Antarctic Expedition, 1933-1935.
ArchivalResource: 5 linear inches
<https://catalog.archives.gov/id/18509567> **View**
View in SNAC

Role creatorOf

Resource Relations Create

Resource continued:

After clicking **Continue** to record the resource, a subsequent screen appears. Here you will add a value for **Role**:

contributorOf
creatorOf
editorOf
referencedIn

For this example, Bernt Balchen is designated as **creatorOf**.




Add other **Resource Relations** as needed.

Resource Relations linked to finding aids at presidential library sites:

1. Open a new browser tab and navigate to the finding aid
2. Search in SNAC to see if the finding is already in SNAC.
3. Add required elements: **Resource Type**, **Display Entry**
4. Add information for optional elements: **Date**, **Resource Link**, **Abstract**, **Extent**, and **Languages**.
5. Search for and add the heading for the **Holding Repository**.
6. Click **Continue** to add these elements

Create Resource

Use the form below to create a new resource and then press "Continue" to continue creating a new resource relation.

Resource Type *	ArchivalResource
Display Entry *	Martha Ann <u>Sw</u> oy <u>e</u> r Papers, 1941-1991
Title *	Martha Ann <u>Sw</u> oy <u>e</u> r Papers, 1941-1991
Date	1941-1991
Resource Link	https://www.trumanlibrary.gov/library/personal-papers/martha-ann-swoyer-papers
Abstract	The papers of Martha Ann Truman <u>Sw</u> oy <u>e</u> r consist of letters from her uncle, Harry S. Truman, and from Bess Wallace Truman, memorabilia related to President Truman, and other items.
Extent	Less than one-half of one linear foot (about 100 pages).
Languages	eng x Latn x   Add Language 
Holding Repository	Harry S. Truman Library x Can't Find the Holding Repository?

Internal CPF Relations

[+ Add New Constellation Relation](#)

Choose Relationship

Use the search box below to find a Constellation. Select one by using the radio button to the left. You may view any constellation by choosing the "View" link next to the ARK

Search Results

- Byrd Antarctic Expedition (1st : 1928-1930)**
<http://n2t.net/ark:/99166/w6wt9h51> [View](#)
- Byrd Antarctic Expedition (3rd : 1939-1941)**
<http://n2t.net/ark:/99166/w6kh7kkk> [View](#)
- Byrd Antarctic Expedition (2nd : 1933-1935)**
<http://n2t.net/ark:/99166/w64k142v> [View](#)

[Cancel](#)[Create Relation](#)

On the **Relations** tab and select **Internal CPF Relations**:

1. Click the **+Add New Constellation Relation** button and use the entry screens to add information for entities related to the person.
2. SNAC prompts you to use the **Choose Relationship search** feature to locate related entities already in SNAC.
3. Select an entity from the search results by clicking the **radio button** to the left of the heading. **Note:** There is a **View** button, so you can preview the SNAC record you're linking to.
4. When you've made your selection, click the **Create Relation** button at the bottom of the search results screen.

Internal CPF Relations:

1. After you **Create Relation**, SNAC returns you to the **Internal CPF Relations** screen
2. SNAC displays the two entities separated by an arrow
3. Use the relationship **Type** selector to contextualize the relationship between the two entities.
4. George Grimminger was an member of the 2nd Byrd Antarctic Expedition, so we select the "**memberOf**" relationship type.
5. SNAC then updates the relationship description under the arrow.
6. Optionally, editors can add a **Descriptive Note** for more information and context for the relationship.

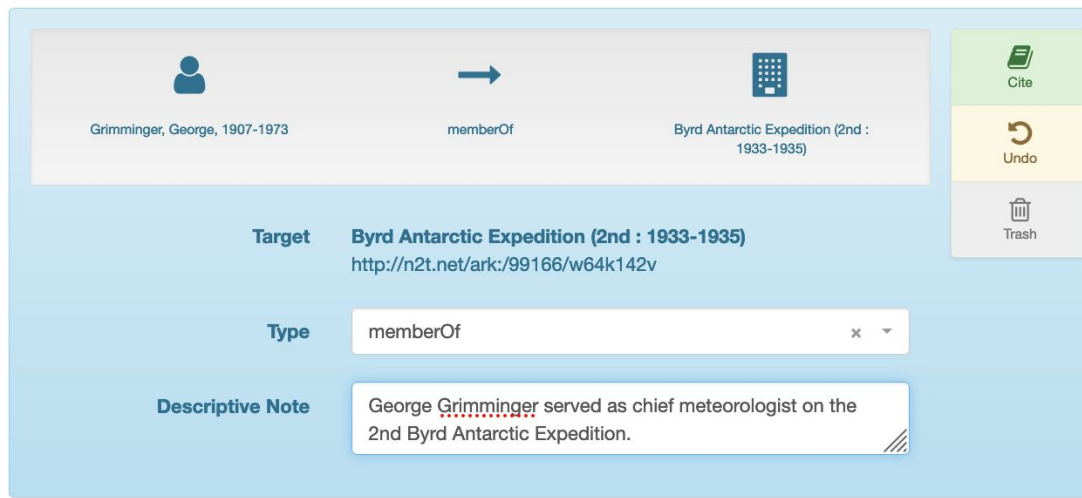
Grimminger, George, 1907-1973

Instructions: When saving an Identity Constellation, the *Entity Type* and at least one *Name Entry* are required.

Core Data History ▾ Demographics ▾ Relations ▾ Corporate Description ▾ Control ▾

Internal CPF Relations

+ Add New Constellation Relation



The screenshot shows the 'Internal CPF Relations' interface. At the top, there is a green button labeled '+ Add New Constellation Relation'. Below this, a relationship is displayed between two entities: 'Grimminger, George, 1907-1973' (represented by a person icon) and 'Byrd Antarctic Expedition (2nd : 1933-1935)' (represented by a calendar icon). An arrow points from the person to the expedition, with the label 'memberOf' below it. To the right of the relationship are three buttons: 'Cite' (green), 'Undo' (yellow), and 'Trash' (grey). Below the relationship, there are three fields: 'Target' with the value 'Byrd Antarctic Expedition (2nd : 1933-1935)' and URL 'http://n2t.net/ark:/99166/w64k142v'; 'Type' with a dropdown menu showing 'memberOf'; and 'Descriptive Note' with the text 'George Grimminger served as chief meteorologist on the 2nd Byrd Antarctic Expedition.'




Remain on the **Relations** tab and select **External CPF (Same As)**.

External CPF (sameAs) allows you to link to external authority sources where identical entity descriptions are hosted. For example, the Library of Congress Name Authority File

1. Click the **+Add New Same-As Relation** button and begin searching in the External Authority drop down. For Library of Congress (LoC/NACO Name Authority File), just begin typing LoC... and select

External Related CPF

[+ Add New Same-As Relation](#)

URI	<input type="text"/>	
External Authority	<input type="text" value="Select"/>	
Authority ID	<input type="text"/>	

URI	<input type="text"/>
External Authority	<input type="text" value="Select"/>
Authority ID	<input type="text" value="Lo"/>
	Istituto Centrale per il Catalogo Unico (Italy)
	LoC/NACO Name Authority File

Let's link **George Grimminger's** SNAC record to his record in the LoC Linked Data Service

1. Click the **+Add New Same-As Relation** button
2. Locate George Grimminger's record in the LoC Linked Data Service, then copy the link extension.
3. In the SNAC record, search and select **LoC/NACO Name Authority File** from the **External Authority** drop down feature.
4. Paste the **Authority ID** extension from the LoC record into the **Authority ID** line.

LIBRARY

LIBRARY OF CONGRESS

The Library of Congress > Linked Data Service > LC Name Authority File (LCNAP)

Grimminger, George, 1907-1973

[George Grimminger (b. January 5, 1907, St. Louis, Missouri-d. December 1973, Wash analyst, weapons systems analyst, was a member of the Byrd's Antarctic Expedition, U.S. Weather Bureau, the Weapons Systems Evaluation Group of the Joint Chiefs of S non-government companies.]

URI(s)

- <http://id.loc.gov/authorities/names/no2013061632>

URI	<input type="text"/>
External Authority	<input type="text" value="Select"/>
Authority ID	<input type="text" value="Lo"/>
	Istituto Centrale per il Catalogo Unico (Italy)
	LoC/NACO Name Authority File

URI	<input type="text" value="https://id.loc.gov/authorities/no2013061632"/>
External Authority	<input type="text" value="LoC/NACO Name Authority File"/>
Authority ID	<input type="text" value="no2013061632"/>

Here's another example of linking between SNAC and LoC ...

1. Navigate to the Library of Congress Linked Data Service (id.loc.gov) and select the name authority.
2. Select the correct **Authority ID**; in this case it's the end of the URI.
3. Copy and paste the **Authority ID** for the resource into the **Authority ID** field. The URI will automatically update.

LIBRARY

LIBRARY OF CONGRESS

The Library of Congress > Linked Data Service > LC Name Authority File (LCNAF)

Roosevelt, Franklin D. (Franklin Delano), 1882-1945

URI(s)

- <http://id.loc.gov/authorities/names/n79022932>

Instance Of

- MADS/RDF PersonalName
- MADS/RDF Authority
- SKOS Concept

Scheme Membership(s)

- Library of Congress Name Authority File

Collection Membership(s)

- Names Collection - Authorized Headings
- LC Names Collection - General Collection

Fuller Name

- Franklin Delano

...

URI	<input type="text" value="https://id.loc.gov/authorities/n79022932"/>
External Authority	<input type="text" value="LoC/NACO Name Authority File"/>
Authority ID	<input type="text" value="n79022932"/>

Other External CPFs: Wikidata

en.wikipedia.org/wiki/Franklin_D._Roosevelt



WIKIPEDIA
The Free Encyclopedia

- Main page
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- Contribute
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- Recent changes
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- Page information
- Cite this page
- Wikidata item

Franklin D. Roosevelt

From Wikipedia, the free encyclopedia

Tools

- What links here
- Related changes
- Upload file
- Special pages
- Permanent link
- Page information
- Wikidata item**
- Cite this page

WIKIDATA

- Main page
- Community portal
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- Create a new item
- Create a new Lexeme
- Recent changes
- Random item
- Query Service
- Nearby
- Help
- Donate
- Tools

Main Page Discussion

Read View source View history

Franklin Del

Franklin Delano Roosevelt

32nd president of the United States

Franklin Delano Roosevelt Jr.
American politician (1914-1988)

Franklin Delano Roosevelt Memorial

Frank Gore (Franklin Delano Gore)
American football running back

Del Reeves (Franklin Delano Reeves)

collaborative

open

multilingual

Want to help translate

Introduction • Project

Welcome to Wikidata

the free knowledge base with 8

Franklin Del

Franklin Delano Roosevelt
32nd president of the United States

Franklin Delano Roosevelt Jr.
American politician (1914-1988)

Franklin Delano Roosevelt Memorial

Frank Gore (Franklin Delano Gore)
American football running back

Del Reeves (Franklin Delano Reeves)
American singer

Junior Braithwaite (Franklin Delano Alexander Braithwaite)
Jamaican musician

Frank Selvy (Franklin Delano Selvy)
American basketball player-coach

From the Wikipedia page, select Wikidata item on left side menu

OR

Go to Wikidata.org and search for the entity on top right bar.



- Main page
- Community portal
- Project chat
- Create a new Item
- Create a new Lexeme
- Recent changes
- Random Item
- Query Service

Item Discussion

Franklin Delano Roosevelt (Q8007)

32nd president of the United States

FDR | Franklin D. Roosevelt | Franklin Roosevelt | Roosevelt | Presid

In more languages

Configure

Language	Label	Description
English	Franklin Delano Roosevelt	32nd presic

URI

https://www.wikidata.org/entity/Q8007

External Authority

Wikidata

Authority ID

Q8007



Cite



Undo



Trash

1. The **Authority ID** for Wikidata is the number in parentheses after the name; it always starts with a Q.
2. Copy and paste the number into the **Authority ID**.

NARA ID

← → ↻

NATIONAL ARCHIVES CATALOG

ARCHIVES.GOV LOGIN REGISTER VETERANS' SERVICE RECORDS HELP API CONTACT US

Advanced Search

Tag

Comment

Roosevelt, Franklin D. (Franklin Delano), 1882-1945
Person Authority Record

Person Name: Roosevelt, Franklin D. (Franklin Delano), 1882-1945

URI	<input type="text" value="https://catalog.archives.gov/id/10572077"/>	<input type="button" value="Cite"/>
External Authority	<input type="text" value="U.S. National Archives and Records Administration"/>	<input type="button" value="Undo"/>
Authority ID	<input type="text" value="10572077"/>	<input type="button" value="Trash"/>

1. The **Authority ID** for NARA is the end of the URI
2. Copy and paste the number into the **Authority ID**.

More External CPFs...

For an entire list of all the possible **External CPFs** authority sources and where to find the **Authority IDs**, check out the SNAC Members' Portal.

Here are some popular examples:

LoC/NACO Name Authority File (Library of Congress)

U.S. National Archives and Records Administration

Collective Biographies of Women

FamilySearch

Find A Grave

The HistoryMakers

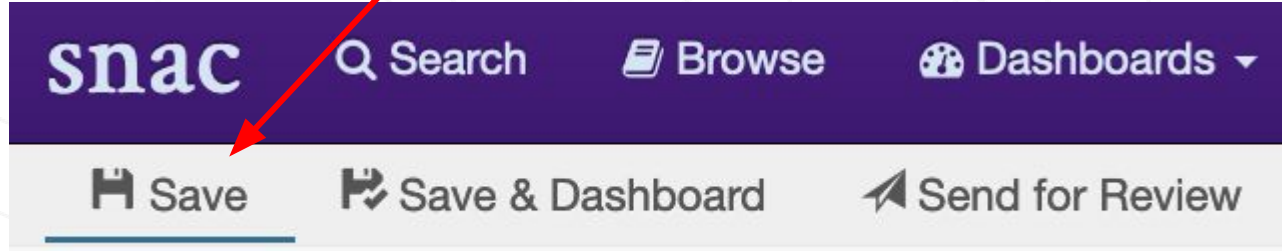
Union List of Artist Names [Getty Research Institute's ULAN]

VIAF (Virtual International Authority File)

Wikidata

WorldCat Identities (OCLC)

Remember to save your work as you go!



Create and Edit: Corporate Body Names

Corporate body names

Content for corporate body name records are much the same as those for person names. SNAC displays the preferred name prominently, followed by an administrative history note, then the sections for links to collection resources and for links to related entities in SNAC.

Subject and geographic headings also find a place in the corporate body record. This example shows controlled vocabulary terms for **functions** related to the entity.

National Museum of the American Indian (U.S.) Alternative names

Holding Repository

Detailed View Revision History Source Summary Edit Reserve for Editing Export

Hide Profile

History Resources Relationships Places Subjects Occupations

Functions

A diverse and multifaceted cultural and educational enterprise, the National Museum of the American Indian (NMAI) is an active and visible component of the Smithsonian Institution, the world's largest museum complex. The NMAI cares for one of the world's most expansive collections of Native artifacts, including objects, photographs, archives, and media covering the entire Western Hemisphere, from the Arctic Circle to Tierra del Fuego. The National Museum of the American Indian operates three facilities. The museum on the National Mall in Washington, D.C., offers exhibition galleries and spaces for performances, lectures and symposia, research, and education. The George Gustav Heye Center (GGHC) in New York City houses exhibitions, research, educational activities, and performing arts programs. The Cultural Resources Center (CRC) in Suitland, Maryland, houses the museum's collections as well as the conservation, repatriation, and digital imaging programs, and research facilities. The NMAI's off-site outreach efforts, often referred to as the "fourth museum," include websites, traveling exhibitions, and community programs. Since the passage of its enabling legislation in 1989 (amended in 1996), the NMAI has been steadfastly committed to bringing Native voices to what the museum writes and presents, whether on-site at one of the three NMAI venues, through the museum's publications, or via the Internet. The NMAI is also dedicated to acting as a resource for the hemisphere's Native communities and to serving the greater public as an honest and thoughtful conduit to Native cultures—present and past—in all their richness, depth, and diversity.

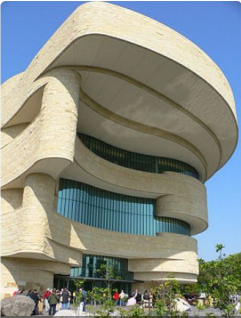



Image from Wikimedia Commons

 **Corporate Body**

Nationality: Americans

Related Descriptions

Functions

Show 10 entries

Function
Education
Museum conservation methods
Museums
Preservation

Corporate body names

Entering name elements is also much the same, though there is one major difference. To properly establish and organize names of subordinate units, SNAC entry screens contain the **SubdivisionName** element. This element can be repeated as needed to accommodate a corporate name with several subordinate name elements.

SNAC editors should refer to specific RDA rules governing the formation of corporate body names and subordinate names.

Getty Conservation Institute. Field Projects Division

The screenshot shows the SNAC entry interface for the 'Getty Conservation Institute. Field Projects Division'. At the top, there are navigation tabs: 'Detailed View' (selected), 'Revision History', 'Source Summary', 'Edit', 'Reserve for Editing', and 'Export'. On the right, there is a 'Hide Profile' link. Below the navigation, there are tabs for 'History', 'Resources', 'Relationships', 'Places', 'Subjects', and 'Occupations'. The 'History' tab is active, showing a 'Functions' section with a text description: 'The Getty Conservation Institute (GCI), a part of the J. Paul Getty Trust, was initially planned in 1982 and began full operation in 1985. Since its inception, the GCI has engaged in a program of scientific research, educational activities, documentation, and the dissemination of information through publications, conferences, workshops, and public programs that include research opportunities for professionals and public lectures. In addition, the Institute has conducted international field projects in Asia, Africa, North and South America, and Europe.' Below the text is a 'Name Entries' section with a '+ Add New Name Entry' button. A red arrow points from the 'SubdivisionName' element in the text to the 'SubdivisionName' field in the 'Name Components' section. The 'Name Components' section shows 'Name : Getty Conservation Institute' and 'SubdivisionName : Field Projects Division'. Below this, there are fields for 'Preference' (Preferred), 'Language' (eng), 'Script' (Latn), and 'Rules' (authorizedForm, rda). On the right side of the screen, there is a 'Corporate Body' section with 'Exist Dates' (Active 1994, Active 2007) and a 'Related Descriptions' section.

Detailed View | Revision History | Source Summary | Edit | Reserve for Editing | Export

Hide Profile

History | Resources | Relationships | Places | Subjects | Occupations

Functions

The Getty Conservation Institute (GCI), a part of the J. Paul Getty Trust, was initially planned in 1982 and began full operation in 1985. Since its inception, the GCI has engaged in a program of scientific research, educational activities, documentation, and the dissemination of information through publications, conferences, workshops, and public programs that include research opportunities for professionals and public lectures. In addition, the Institute has conducted international field projects in Asia, Africa, North and South America, and Europe.

Name Entries *

+ Add New Name Entry

Getty Conservation Institute. Field Projects Division
Computed Name Heading

Name Components

Name : Getty Conservation Institute

SubdivisionName : Field Projects Division

Preference Preferred

Language eng

Script Latn

Rules authorizedForm rda

Corporate Body

Exist Dates: Active 1994
Active 2007

Related Descriptions

Next required step:

Move to the **Name Entries** section where you will add **Name Components** following these steps:

1. Click **+Add Component**, and add components for:
 - **Name = (required)**
2. Set the **Preference** switch to **Preferred**
3. Assuming the **Language** is English and the **Script** is Latin, hit the **magic wand** buttons; otherwise, search for language and script

Name Entries *

College of Surgeons of Australasia
Computed Name Heading


Undo
Trash


Name Components

≡ Name x ▾ College of Surgeons of Australasia -

+ Add Component

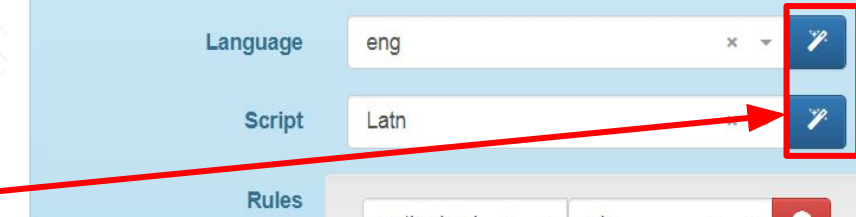
Preference Preferred

Language eng x ▾ 

Script Latn 

Rules authorized... x ▾ rda x ▾ -

+ Add Rule



Corporate body name
elements and automatic
punctuation in SNAC:

Date (optional)

JurisdictionName (optional)

Location (optional)

Name (required)

NameAddition (optional)

Number (optional)

SubdivisionName (optional)

Olympic Winter Games (12th : 1976 : Denver, Colo.)

Computed Name Heading

Name Components

Name : Olympic Winter Games

Number : 12th

Date : 1976

Location : Denver, Colo.

White House Conference on Aging (1971 : Washington, D.C.)

Computed Name Heading

Name Components

≡	Name × ▾	White House Conference on Aging	⊖
≡	Date × ▾	1971	⊖
≡	Location × ▾	Washington, D.C.	⊖

+ Add Component

Editors can enter elements in any order, then use the “black dash” symbol to drag and drop elements into the correct order.

Reminder! SNAC automatically supplies required punctuation depending on selection of the various name elements in the heading.

White House Conference on Aging (1971 : Washington, D.C.)

Computed Name Heading

Name Components

Name : White House Conference on Aging

Date : 1971

Location : Washington, D.C.

THE C.C.C.(CIVILIAN CONSERVATION CORPS) AT WORK – OREGON AND WASHINGTON

⚠ This Item contains records, some of which may not be available online.

To obtain a copy or view the records, please contact or visit the National Archives and Records Administration location(s) listed in the Contact information below.

Additional Information About this Item

National Archives Identifier: 1561

Local Identifier: 16-P-116

Creator(s): Department of Agriculture. Office of Public Affairs. 1990-1995 (Most Recent)

From: Series: Public Information and Training Motion Picture and Television Productions, 1990 - 1995
Record Group 16: Records of the Office of the Secretary of Agriculture, 1794 - ca. 2003

Civilian Conservation Corps (U.S.)

[Alternative names](#)[Detailed View](#)[Revision History](#)[Sources](#)[Export](#)[Edit](#)[Reserve for Editing](#)[History](#)[Resources](#)[Relationships](#)[Places](#)[Subjects](#)[Occupations](#)[Functions](#)

The Civilian Conservation Corps, a federal agency, was created as part of the New Deal in 1935.

From the description of Civilian Conservation Corps photograph collection [graphic]. 1936. (Santa Fe Public Library). WorldCat record id: 38548415

On March 31, 1933, congress passed the Emergency Conservation Work Act, creating the Civilian Conservation

United States. Coast Guard. Integrated Deepwater System Program

United States. Coast Guard. Integrated Deepwater System Program

Computed Name Heading

Name Components

JurisdictionName : United States

SubdivisionName : Coast Guard

SubdivisionName : Integrated Deepwater System Program.

Preference Preferred

Language eng

Script Latn

Rules

authorizedForm

rda

Please note the RDA construct of corporate body names when the lead term is a government jurisdiction name, in this case, the United States government.

RDA (Resource Description and Access) dictates that headings for government names be formed first with the jurisdiction name, then all warranted subordinate unit names.

Requesting Review for your SNAC Records

Final steps ... Review

1. Click **Save** when all creating and editing work is done.
2. Click **Send for Review**.
3. If necessary, add a brief message for your reviewer
4. Designate a specific reviewer or send the record into the general review pool. Use the special search feature in the **Send for Review Options** dialogue box to find your reviewer's name in SNAC. Just start typing the reviewer's name.
5. Finally, click **Send Review**.

Save Save & Dashboard Send for Review Publish Cancel

Stone, Lucille, 1818-1893

Instructions: When saving an Identity Constellation, the *Entity Type* and at least one *Name Entry* are required.

Core Data History Demographics Relations Corporate Description Control

Biographical History

Lucy Stone, also known as Lucille Stone, was born in Massachusetts in 1818. She dedicated her life to improving the rights of American women. She supported the Women's National Loyal League, which was founded by Elizabeth Cady Stanton and Susan B. Anthony (though Stone and the two would later be at odds), and in 1866 helped found the American Equal Rights Association. She also organized and was elected president of the State Women's Association in New Jersey, and spent her life serving the cause. Stone died 30 years after she was first permitted to vote (August 1920), on October 18, 1893, in Dorchester, Massachusetts.

Cite

Edit

Send for Review Options

Hi, Dinal I made changes to the biography note, and added a variant form for her lesser-known full first name. -Jerry

Search for a User's name or primary email address below to send this constellation to that person for review.

Dina Herbert (dina.herbert@nara.gov)

Send Review

Cancel

Review continued ...

Your SNAC reviewer sees the review request on the Dashboard and in the Messaging Center.

Messaging Center

Instructions: Click on a message in the table to view. Messages open in the reading panel on the right.

Inbox **Sent** Archived

 New Message

 Reply

 Forward

 Archive

Show **10**  entries

Search:

●  From  Subject  Sent 

From	Subject	Sent
Jerry Simmons	Constellation for review	2020-01-13 02:39pm

Showing 1 to 1 of 1 entries

Previous

1

Next

Message View

Constellation for review

To: Jerry Simmons (jerry.simmons@nara.gov)

From: Jerry Simmons (jerry.simmons@nara.gov)

Sent: 1/13/2020, 2:39:00 PM

Please review my constellation.

Please review my brand new record describing Flannery O'Connor. Thanks!

O'Connor, Flannery, 1925-1964

How to Edit a SNAC Record

Editing your SNAC records ...

After receive back your review comments, you can make edits to the record as you feel necessary.

Please do not start editing your “Locked for Review” records until you’ve heard back from your reviewer!

1. Return to the **SNAC Dashboard**. This can be done during a current session, or after you’ve left the system and later started a new session.
2. The SNAC Dashboard organizes your most recent work: **View Recently Published, In Progress Edits, and Locked Edits**.
3. You can start editing work from any of these points.



Search for... Search

Advanced Search

View Recently Published ^

Browse interesting and recently published Constellations from all of SNAC

Grimminger, George, 1907-1973
United States. Coast Guard. Integrated Deepwater System Program
Civilian Conservation Corps (U.S.)
Getty Research Institute. Dept. of Research and Education.

Editor's Dashboard

Welcome, Jerry, to the Editor's dashboard. From here, you can search for and create new Identity Constellations, pick up where you left off on your current in-progress edits, and unlock Identity Constellations. If you have sent a Constellation for review, but the reviewer has not started, you may pull back the Constellation from the right column.

+ Create New Constellation

In Progress Edits ^

Continue where you left off on one of the following Constellations.

Grimminger, George, 1907-1973

Locked for Review ^

You have the following Constellations that have been sent for review. You may unlock them here to continue editing them.

No Constellations Available

Locked Edits ^

You have the following Constellations open in a browser for editing. You may unlock them by clicking below, however your changes not previously saved may be lost.

No Constellations Available

Parsing functionality for person names:

Possible Name Parsings

Fullbright, J. William, (James Williams), 1905-
Computed Name Heading

Name Components

Name x ▾ Fullbright, J. William, (James Williams), 1905- ✖

➕ Add Component ✍ Parse

Preference Not Preferred

Language Select ✍

Script Select ✍

Rules ➕ Add Rule

Entity Type: Person
Name: Fullbright, J. William, (James Williams), 1905-
If parsing is incomplete or incorrect, please edit after selecting.

- **Surname:** Fullbright
Forename: J. William
NameExpansion: James Williams
Date: 1905-

Is this name correct? Cancel Accept

Fullbright, J. William (James Williams), 1905-
Computed Name Heading

Name Components

Name: Fullbright, J. William, (James Williams), 1905-

Surname x ▾	Fullbright	✖
Forename x ▾	J. William	✖
NameExpansion x ▾	James Williams	✖
Date x ▾	1905-	✖

➕ Add Component

Preference Preferred

Language eng x ▾ ✍

Script Latn x ▾ ✍

Rules authorizedForm x ▾ rda x ▾ ✖

➕ Add Rule

Once parsing is done, continue editing other elements of the name entry ... preferred/non-preferred, Language, Script, and Rules.

Editing your SNAC records ... continued

1. After you've opened the record for editing, continue to the tab(s) and data element(s) requiring editing work.
2. Move to the History tab and click on **BiogHist**.
3. Click the **Edit** icon on the right of the biography/history note.
4. Add an additional sentence to the note, then click **Save**.
5. Make changes throughout the record, remembering to click on **Save** as you do your work.

Editing: McCullers, Carson, 1917-1967

Instructions: When saving an Identity Constellation, the *Entity Type* and at least one *Name Entry* are required.

Core Data History Demographics Relations Corporate Description Control

Biographical History

Carson McCullers was born in Columbus, Georgia, as Lula Carson Smith on February 19, 1917, the first born of Lamar and Marguerite Waters Smith. Though she moved from the South in 1934 and only returned for visits, most of her writing was inspired by her southern heritage. Her mother felt she had given birth to a genius from the time Carson was very young and always remained her staunchest supporter and strongest ally. When nine years of age, Lula began studying piano and practiced six to eight hours daily, planning a career as a concert pianist. In 1930 she began using the name Carson and studying piano with Mary Tucker.

SCM
Edit
Trash

Core Data History Demographics Relations Corporate Description Control

Biographical History

1 Carson McCullers was born in Columbus, Georgia, as Lula Carson Smith on February 19, 1917, the first born of Lamar and Marguerite Waters Smith. Though she moved from the South in 1934 and only returned for visits, most of her writing was inspired by her southern heritage. Her mother felt she had given birth to a genius from the time Carson was very young and always remained her staunchest supporter and strongest ally. When nine years of age, Lula began studying piano and practiced six to eight hours daily, planning a career as a concert pianist. In 1930 she began using the name Carson and studying piano with Mary Tucker. Carson graduated from Columbus High School in 1933, and after her piano teacher moved away in the spring of 1934, Carson moved to New York City to study at the Juilliard School of Music.

2

Language eng x Edit

Script Latn x Edit

SCM
Undo
Trash

Subjects

+ Add New Subject

Term

Cotton

SCM

Undo

Term Sericulture

SCM

Edit

Trash

Term Sericulture

SCM

Edit

Undo

Editing your SNAC record ... continued

1. When editing, you have the option to add new terms. Do this by clicking the **+Add New Subject** button.
2. Search for, then add a new Subject term. Click **Save**.
3. Move to another Subject term and click the **Trash** button to remove the subject term from the record.
4. Note that after clicking the **Trash** button, SNAC gives you the chance to reverse the step. Simply click on the **Undo** button and the data returns to the field.
5. When you've completed your editing work, click **Send for Review**.

When editing existing SNAC records, target these areas:

1. Update name entries as warranted ...
 - a. **Parse** person name elements appropriately if you find them unparsed
2. Edit or create an improved **Biography/History Note**.
3. Check for **Resource Relation** links from the SNAC record to the description in the NARA catalog. If a finding aid exists for at a presidential library site for your entity, link to the finding aid. You can link to both the NARA catalog entry and the finding aid.
4. Update **Internal** and **External CPF** relations as needed.
5. Update **Sources** as needed. Trash/delete non-standard sources if you have time.