| **SW Step** | **SW Field** | **WD Property** | **SW Values** | **WD Values** | **Notes** |
| --- | --- | --- | --- | --- | --- |
|  |  | Part of (P361) |  | SpokenWeb Collection (Q117038029) |  |
|  |  | Instance of (P31) |  | Spoken word recording (Q108676430) |  |
| Institution & Collection | Institution | Archives At (P485) | Concordia University | Concordia University (Q326342) | Institution Lookup in WD |
| Institution & Collection | Persistent URL | Qualify *Archives At* statement with *described at URL* (P973)  |  |  | Qualification requires Archives At |
| Institution & Collection | Item ID | Qualify *Archives At* statement with *inventory number (*P217*)*  |  |  | Qualification requires Archives At |
| Item Description | Title | Label |  |  | Create New Item in WD with Label as Title |
| Item Description | Genre | Instance of (P31) | Reading: Poetry | poetry reading (Q7207537) |  |
| Item Description | Genre | Instance of (P31) | Music | Music (Q638) |  |
| Item Description | Genre | Instance of (P31) | Performance: Sound Poetry | sound poetry (Q1808721) |  |
| Item Description | Genre | Instance of (P31) | Reading: Poetry | poetry reading (Q7207537) |  |
| Creators / Contributors  | Name, Role | Performer (P175) | Performer |  | Name lookup for WD valueEntity creation if name missing |
| Creators / Contributors  | Name, Role | Author (P50) | Author |  | Name lookup for WD valueEntity creation if name missing |
| Material Description | AV Type | Instance of (P31) | Audio | audio recording (Q3302947) |  |
| Material Description | AV Type | Instance of (P31) | Video | Video recording (Q34508) |  |
| Material Description | Recording Type | Instance of (P31) | analog  | analog recording (Q3931994) |  |
| Material Description | Recording Type | Instance of (P31) | digital  | digital recording (Q2473736) |  |
| Material Description | Material Designation | Instance of (P31) | Reel to Reel | reel-to-reel audio tape and tape recording (Q544858) |  |
| Material Description | Material Designation | Instance of (P31) | Cassette  | Cassette (Q149757) |  |
| Material Description | Material Designation | Instance of (P31) | CD | Compact disc (Q34467) |  |
| Material Description | Material Designation | Instance of (P31) | Minidisc | MiniDisc (Q275079) |  |
| Material Description | Material Designation | Instance of (P31) | U-matic | U-matic (Q278080) |  |
| Material Description | Material Designation | Instance of (P31) | Betamax | Betamax (Q690148) |  |
| Material Description | Material Designation | Instance of (P31) | VHS | VHS (Q183976) |  |
| Material Description | Material Designation | Instance of (P31) | Hi8 | Hi8 (Q2302273) |  |
| Material Description | Material Designation | Instance of (P31) | MiniDV | MiniDV (Q6957908) |  |
| Material Description | Tape Brand | Brand (P1716) | Scotch | Scotch (Q117162943) | brand lookup in WikiDataEntity creation of brand missing in WD |
| Material Description | Playback Mode | HasProperty (P1552) | Mono | Mono (Q1323979) |  |
| Material Description | Playback Mode | HasProperty (P1552) | Stereo | Stereo (Q34678) |  |
| Digital File Description  | File URL or File Path | Instance of (P31)  |  | digital recording (Q2473736) |  |
| Digital File Description | Duration | Duration (P2047) | HH:MM:SS |  Decimal | Conversion of units,Converted to Hour in Decimal, e.g.: 1.23699 hour  |
| Dates | Performance Date | Recording date (P10135)Or Inception (P571) |  |  |  |
| Location | Venue | Location of creation (P1071)OrRecording location (P8546) | Sir George Williams University  |  Sir George Williams University (Q15277924) | Entity lookup in WD. Entity creation if name missing in WD |
| Location | Latitude, Longitude | Qualify *Venue* statement withCoordinate location (P625)  |  | latitude, longitude | Qualification requires Venue |
| Location | URL | Openstreetmap way ID (P10689) orOpenstreetmap node ID (P11693) |  |  | Qualification requires Venue |
| Related Works | Citation | Cites work (P2860) |  |  | Work/citation lookup in wikidata (using worldcat ID?)Entity creation of brand missing in WD |

Genre:

| **SW Value** | **WD** |
| --- | --- |
| Ambient sounds |  |
| Autobiographical sound recordings |  |
| Conversation |  |
| Interview |  |
| Letter |  |
| Oral History |  |
| Oral Storytelling |  |
| Performance: Improvised speech |  |
| Performance: Spoken Word Poetry |  |
| Performance: Sound Poetry, Music |  |
| Reading: Drama |  |
| Reading: Fiction |  |
| Reading: Drama |  |
| Soundscapes |  |
| Speeches: Commemorative works |  |
| Speeches: Panels |  |
| Speeches: Question-and-answer period |  |
| Speeches: Talks |  |
| Text-sound compositions |  |

###  Role

| **SW Value** | **WD** |
| --- | --- |
| Interviewer |  |
| Presenter |  |
| Narrator |  |
| Series organizer |  |
| Recordist |  |
| Manufacturer |  |
| Distributor |  |
| Publisher |  |
| Producer |  |
| Donor |  |
| Elder |  |
| Storyteller |  |
| Speaker |  |
| Reader |  |
| Archivist |  |
| Collector |  |

### Material Designation

| **SW Value** | **WD** |
| --- | --- |
| Cylinder |  |
| Microcassette |  |
| Wire |  |
| DAT |  |
| Disc |  |