### Session Details

**Week 3**

**Topic:** What Is Metadata?

**Mode of Delivery:** Lecture and discussion

**Leader(s):** Juozas Markauskas

**Objective:** Introduce participants of the course with metadata concept, common standards, characteristics, types and importance in lifecycle of digital content. Provide basic information how to deal with metadata on practical level.

**Session Summary:** Metadata are essential for managing digital collections. This is especially true when it comes to audiovisual records which are characterized by large size files and time-based content. In order to ensure long term digital preservation of collections and access, it is necessary to follow widely recognized standards and best practices. This will facilitate interoperability of employed information systems and databases and also will provide better platform for knowledge exchange.

**Concepts/Issues:**
- Metadata in practice (tools and software).

**Suggested Reading/Handouts:**

**Key Words:** Metadata, Dublin Core Initiative, METS, PREMIS, OAI-PMH, SKOS