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Creating collections using bookmark lists in PHAIDRA

Repository Management PHAIDRA Services

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General information

- To create a collection, you have to create a bookmark list with suitable objects first. You need at least one object to create a collection.
- Every collection is assigned a permanent identifier on PHAIDRA.
- You can remove members (=objects) from a collection (using the collection editor) and add new members (via the list of bookmarks).
- You can also add individual collections to a parent collection, i.e. nesting.
- You can add, correct and edit the metadata of a collection, independent of the objects it contains in PHAIDRA, as usual.
- To see how a collection may be structured, please see the featured collections on PHAIDRA:
<https://phaidra.univie.ac.at/>



Click the **bookmark icon** in the search results and add a new bookmark list: Add a new bookmark list, name it and save it by pressing the ENTER key. You can also add the entire search results to a bookmark list and then use it to create a collection.

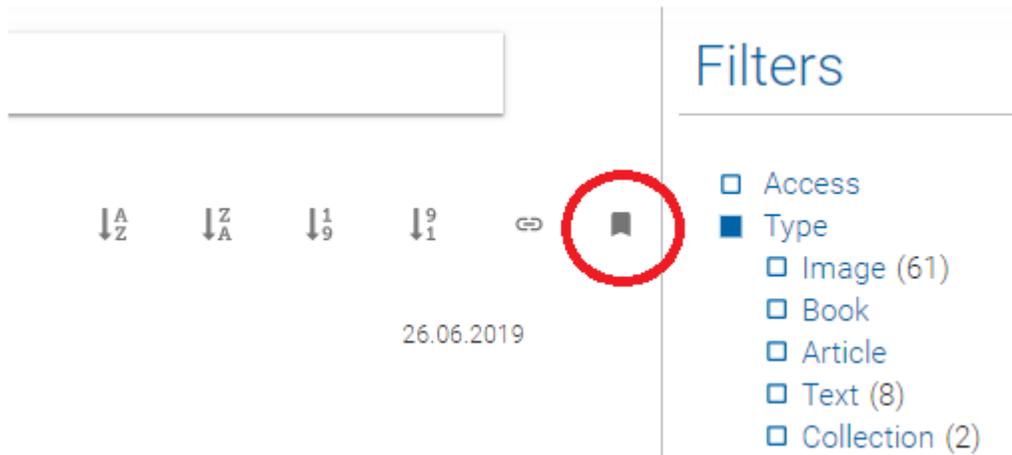


Figure 1



By clicking the **bookmark icon** in the detail view, you can also create a new bookmark list or add the object to an existing bookmark list:

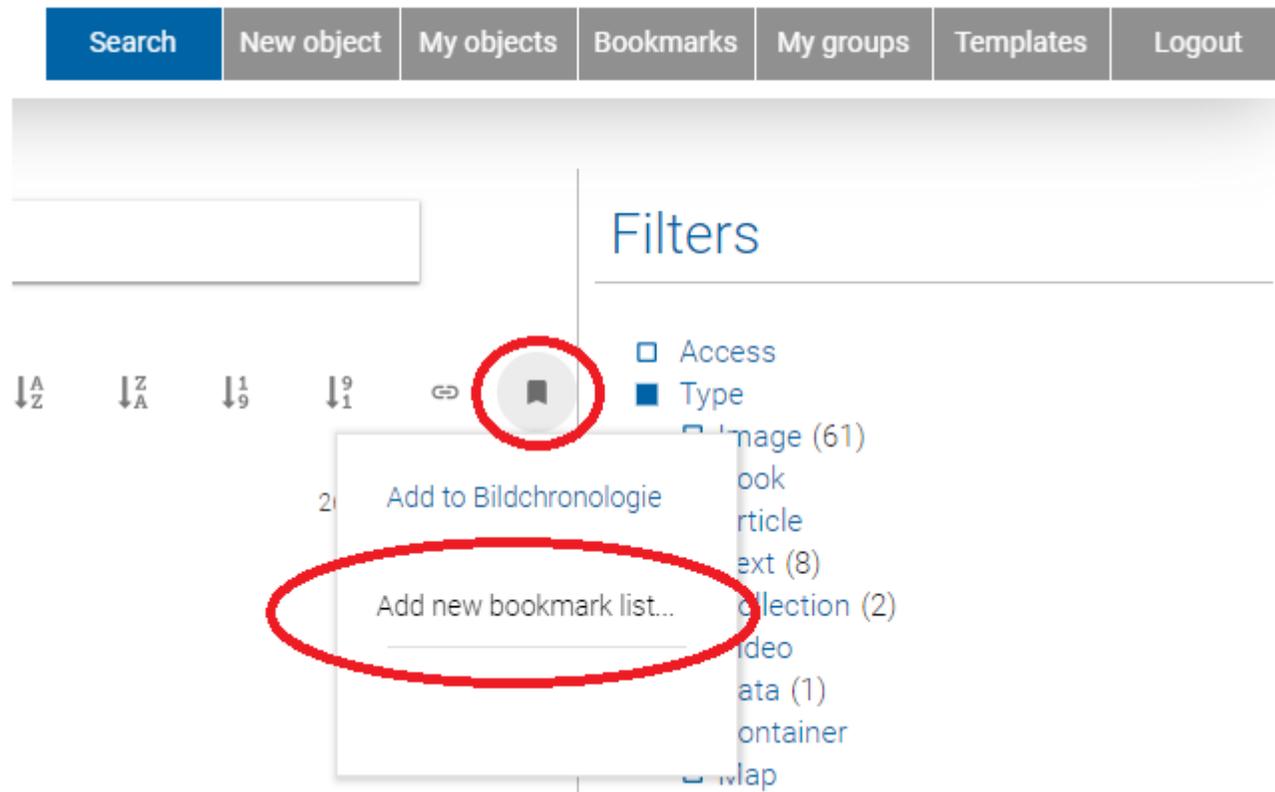


Figure 2



Click the “**Bookmarks**” tab. You now see an overview of the bookmark lists you created and the objects you added. Now you can create collections:

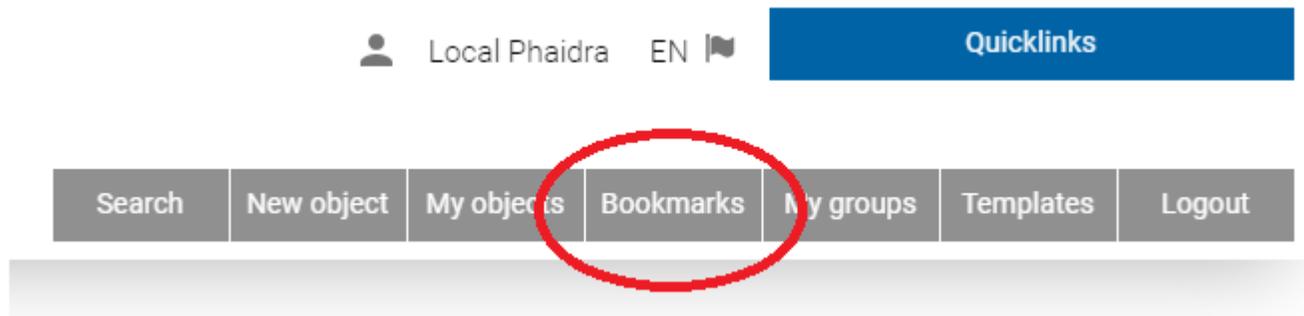


Figure 3



You will see the **bookmark lists** you created **as well as the objects** that you added to them. Select a bookmark list (including the objects that you added to it) to **create a new collection**, or **add** the bookmark list you selected **to an existing collection**. You can remove objects from a bookmark list at any time. When you create a new collection, the metadata editor opens. Enter the relevant metadata for the new collection as usual:

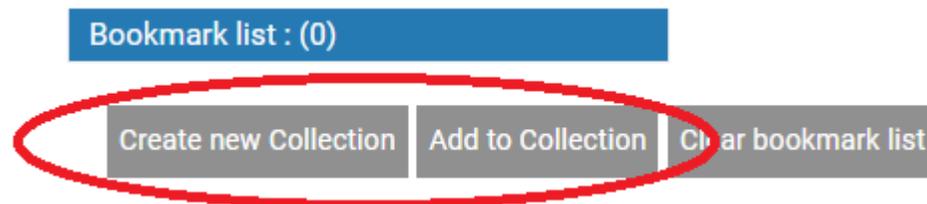


Figure 4



The collection is assigned an icon and its own PHAIDRA identifier in the search results. You can browse the collection:



An Oral History of Female Scientists (2017-2018)

Autobiographies of Female Scientists are rare. In a Master Seminar taught at the University of Vienna, the Gender Equality and Diversity Unit at the University of Vienna conducted biographical interviews with female scientists. The Gender Equality and Diversity Unit at the University of Vienna contacted the alumni participants. 15 interviews with interested female scientists were carried out, and 17 research interviewees, some of the data were later archived in the Oral History Archiv at the University of Vienna, Phaidra.

[\[Browse\]](#)

Figure 5

Click “Browse Collection” (top center) in the detail view of a collection to get an overview of the objects that you added:



Figure 6

You can now see all members of the relevant collection:

Members of [o:979028](#) ×



Plakat Phaidra-Services: Repositorienmanagement der Universität Wien für Wissenschaft und Forschung

Susanne Blumesberger

Plakat für Phaidra-Services (veröffentlicht 2019). Phaidra-Services: Digitale Bestände werden nach etablierten Standards sicher aufbewahrt, verwaltet und zugänglich gemacht. Phaidra, das Repositorium der Universität Wien, ist ein innovatives Langzeitarchivierungssystem.
<https://datamanagement.univie.ac.at/>

26.06.2019

Figure 7



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You can also view the individual members of the collection in the **detail view of the collection** (at the bottom), click on it and you will be connected to the collection and its objects:

Collection members (14)

Figure 8



Moreover, you can create subcollections, i.e. add a collection as a “member” of a parent collection.
The individual collections are displayed as members:



o:73336 Incunabula of the main library of Vienna University Library



o:73333 Digitalisierte Manuskripte und Sonderobjekte der Universitätsbibliothek Wien



o:423816 Digitalisierte Karten der Fachbereichsbibliothek Geographie und Regionalforschung



o:361084 Vom Umgang mit Wundertüten und Überraschungseiern

Figure 9

For this type of nesting structure, it is useful to prepare it in advance before realising it on PHAIDRA – this makes work a lot easier.



You can remove members from a collection using the “**Collection editor**” at the bottom right of the detail view of the collection:

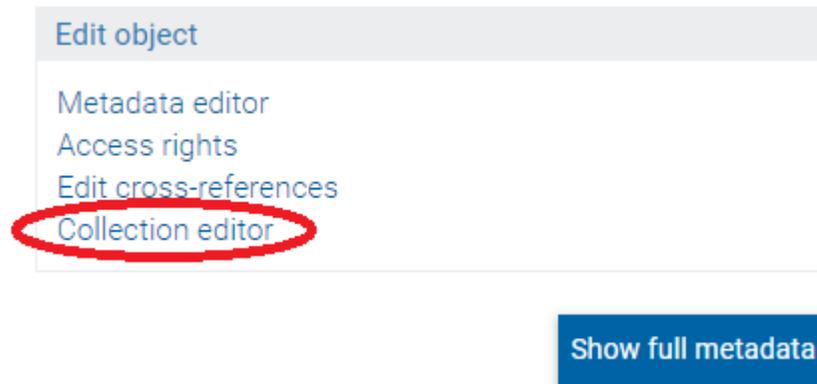


Figure 10



The collection editor appears. You can use it to remove **individual objects** from the collection:

Collection editor

Here you are able to change the members of the Collection. Members that are not marked will be deleted when you click "Save Collection". With the help of bookmark lists you are able to add objects to the Collection

Collection members (14)

- o:1485 Phaidra-Folder
- o:105184 Phaidra Infolder
- o:180312 Phaidra Poster

Figure 11

Click the box to remove the check mark. By clicking "Save Collection", the object is removed from the collection:

- o:968968 Repository infrastructure from the University of Vienna
- o:978496 Plakat Phaidra-Services

Save Collection

Figure 12