# Contributing to the Getty Vocabularies

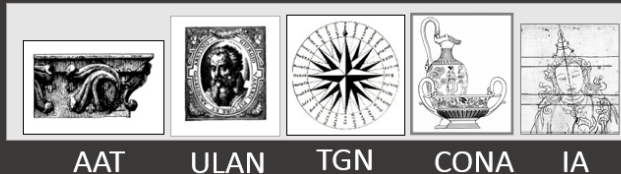AAT   ULAN   TGN   CONA   IA

## How to contribute

The Getty vocabularies are compiled resources that grow through contributions from Getty projects and other institutions. Contributors to the Getty vocabularies include museums, libraries, archives, special collections, visual resources collections, bibliographic and other documentation projects, and large translation projects.

**Why contribute?** The Getty vocabularies are recognized as premier resources for indexing and retrieving information about art, architecture, and related disciplines. By contributing, institutions benefit from having their data incorporated in standard vocabularies for their own use and for the use of the broader community for linking, research, and discovery.

Below is a *Quick Reference Guide*. For further information on contributing, including a list of recent contributors, please see www.getty.edu/research/tools/vocabularies/contribute.html.

## Quick Reference Guide

- Contact the Getty Vocabulary Program (vocab@getty.edu), describing the scope and type of contribution.
- The contributing institution and the Getty will sign a Letter of Agreement. By contributing data to the vocabulary, the contributor agrees to its contributed data becoming a permanent part of the vocabulary, which is made available in several formats, including as Linked Open Data. The contributor is cited; however, data from multiple contributors may be merged and the Getty maintains final editorial control of all contributed data.
- Follow the *Editorial Guidelines* (www.getty.edu/research/tools/vocabularies/guidelines/index.html).
- If the contributing institution maintains a database of authority information, the existing local data may be mapped to the contribution format. A preliminary step is often to send a small set of sample data to the Getty.
- For all names, terms, and other information in the contributed record, authoritative sources must be cited; for an authorized contributing institution, the institution's own database may be considered appropriate warrant.
- Although each vocabulary record may contain dozens of fields of rich information, relationships, and links to other resources, the minimum required information for contribution comprises the following:
  - **AAT:** *Art & Architecture Thesaurus* ®. *minimum:* **term(s), language of term, source of term, scope note** (see www.getty.edu/research/tools/vocabularies/aat/about.html); includes information for generic concepts describing art, architecture, conservation, archaeology, and related disciplines (e.g.*, amphora, oil paint, olieverf, peintures à l'huile, acetolysis, 玉器, Jadekünste, sintering, orthographic drawings, Olmeca, asa-no-ha-toji*).
  - **ULAN:** *Union List of Artist Names* ®. *minimum:* **name(s), source of name, life dates, nationality, life role** (see www.getty.edu/research/tools/vocabularies/ulan/about.html); includes information about people and corporate bodies, identified and anonymous, including artists, architects, patrons, museums, ateliers, sitters, and others (e.g., *Mark Rothko, Cai Xiang, 蔡襄, Süleyman I, Crevole Master, Altobelli & Molins, Rajaraja Museum, unknown Aztec*).
  - **TGN:** *Getty Thesaurus of Geographic Names* ®. *minimum:* **name(s), source of name, broader context, place type, coordinates** (see www.getty.edu/research/tools/vocabularies/tgn/about.html); includes information about physical features and places defined by administrative boundaries, current and historical, required for indexing art, architecture, archaeology, conservation, and related materials (e.g., *Diospolis, Acalán, Ottoman Empire, Mogao, Ch'ien-fu-tung, Ganges, गंगा नदी*).
  - **CONA:** *Cultural Objects Name Authority* ®. *minimum:* **title(s)/name(s), source of title, creator, work type, date, current location, materials, dimensions, subject** (see www.getty.edu/research/tools/vocabularies/cona/about.html); includes information about physical and conceptual movable works and architecture, items and groups, extant and historical (e.g., *Mona Lisa, Livre de la Chasse, Chayasomesvara Temple, Hagia Sofia, Αγία Σοφία, 神奈川沖浪裏*).
  - **IA:** *Getty Iconography Authority*. *minimum:* **name(s)/title(s), source of name, broader context, scope note** (see www.getty.edu/research/tools/vocabularies/cona/about.html#ia); includes information for subjects having proper names, such as iconographical narratives, religious or fictional characters, historical events, names of literary works and performing art (e.g., *Adoration of the Magi, Flood of Deucalion, French Revolution, Xibalba, Niflheim, शिव, Shiva, Bouddha couché*).
- The minimum number of records for batch contributions is typically 1,000.
- In consultation with the Getty technical team, send the contribution in batches using the Getty-prescribed XML format or in another format as agreed in consultation with the Getty.
- For contributions of ten or fewer records, please send the request in an email to vocab@getty.edu.
- For contributions numbering dozens or hundreds of records, use the online contribution forms; request a password by writing to vocab@getty.edu.
- For translations of the AAT, see *Guidelines for Multilingual Equivalency Work,* www.getty.edu/research/tools/vocabularies/guidelines/aat_4_4_appendix_d_contributors.html#4_4_2

## The J. Paul Getty Trust

www.getty.edu/research/tools/vocabularies/index.html    *contact us:* vocab@getty.edu
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