

Notes on Data Organization within Winnipeg in FOCUS

Introduction

Winnipeg in FOCUS is a simple application developed by the City of Winnipeg in conjunction with students at Red River College. It presents a searchable interface for a number of images owned by the Archives and Records Control Branch.

This document was created to describe the organization of the data in the system. This is information that would be important to anyone attempting to gauge the feasibility of migrating this data to other systems.

Hierarchy

The content of Winnipeg in FOCUS is organized hierarchically. The top level of organization is the **fond** (also known as a **collection**). Images may belong directly to a fond but more often are associated with a **series**. A series can belong to a fond directly, but they can also be associated to a fond indirectly by being defined as a **sub-series** of some other series. Records, series, and collections can be tagged with **categories** to facilitate browsing. Categories are non-hierarchical.

Database

Metadata for archival items are stored in a MS SQL Server database. Each active record corresponds with one row in the **Active_Records** table; columns in this table include the path of the image file and all relevant metadata. A record's membership in a Series and/or Collection is specified by its Series_ID and Collection_ID fields respectively, which are foreign keys associated with the **Series** and **Collections** tables.

Categories are defined in the **Categories** table. Entries in the **Picture_Categories**, **Series_Categories** and **Collections_Categories** tables indicate associations between Categories and Records, Series, and Collections, respectively.

File System Storage

Images are stored directly to the file system. An image's path is stored in the **FilePath** column within relevant row of the **Active_Records** table.

Data Size

As of February 17, 2016, there are a total of 1230 active records within Winnipeg in FOCUS. These records are distributed amongst 3 fonds/collections and 5 series/subseries and have been tagged in association with approximately 50 categories. The image files occupy approximately 40GB of disk space.