Instructions to Add Data to the Inside Baseball Dataset & Mapping a Pastime Visualization

1. Please prepare the following information for entry into the dataset and pull request. Items marked with an asterisk \* are required. Providing data for more than the required fields will increase access and research potential.
   1. \*Institution:
      1. Title/name of organization, institution or repository possessing the baseball collection items/objects.
   2. Object Number:
      1. A collection item or object’s identification or accession number
   3. \*Digital ID URL:
      1. URL with collection item or object presented for public access and display.
   4. Object Name:
      1. A distinctive field for museum collections that differs from Title and is often the proper name of the object such as “jersey for New York Yankees.”
   5. \*Title:
      1. Title of the object or collection item such as *Spalding's Official Base Ball Guide, 1889*. Multiple title fields are available if needed.
   6. \*Object Type:
      1. Provide the larger classification or genre in which the collection item or object belongs. For instance, jerseys or uniforms are classified as “clothing” or a black and white photographic print would be classified as “Photography” in this field.
   7. \*Secondary Object Type:
      1. Provide the distinct type of object such as jersey, uniform, baseball, bat, glove, baseball card or periodical, etc.
   8. Creator/Publisher:
      1. The active maker, publisher or creator of the object. Multiple Creator/Publisher fields are available.
   9. \*Subject:
      1. The subject matter of the object or collection item. Provide at least one subject that is related to the collection object/item that describes its historic value and representation or significance within the larger context of baseball history.
   10. \*Date:
       1. Date of the collection item or object. Circa dates are acceptable.
   11. \*Era:
       1. Convert the date to a decade era such as 1950s. For date ranges use the multiple era fields provided for each decade.
   12. Collection:
       1. To be used when the collection item or object originated out of a distinct collection such as the “Branch Rickey Papers.”
   13. \*Description:
       1. Describe the object/item in detail.
   14. \*Geography:
       1. Provide a geographic location as best as is known.
   15. \*Location:
       1. Itemize the geographic location(s) using the multiple location fields provided.
   16. \*Copyright:
       1. Use one of these possible data values for this field:
          1. No Known Copyright Restrictions
          2. Copyright Restricted
          3. [insert copyright holder as is properly named]