Wikidata: instructions for adding or editing a library

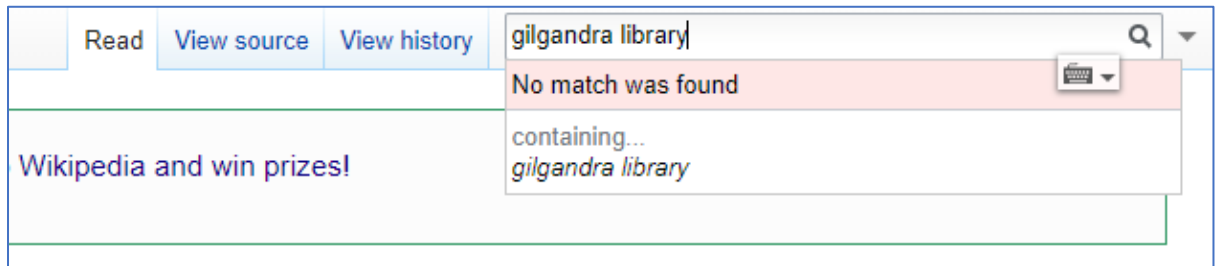Based on Scott, Dan. (2018, October 26). Creating and editing libraries in Wikidata. Coffeecode [Web log post]. Retrieved from https://coffeecode.net/creating-and-editing-libraries-in-wikidata.html

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Background: Wikidata in one page
Wikidata in One Page https://www.wikidata.org/wiki/Wikidata:In_one_page

Getting started

1. Start at https://wikidata.org/ and log in using your Wikipedia user account.
2. Search for the library by name in the top-right search box to check if they are already in Wikidata.

   a. If you don't find a match in the results, you must create a new Wikidata item to represent the library: see Adding a library to Wikidata.
   b. If you find a match in the results, jump ahead to Editing a library in Wikidata.

Adding a library to Wikidata

If an entry for the library building (or library service) does not exist, you need to create a new Wikidata item. **Always** search first, many volunteers around the world are constantly editing Wikidata and it can change daily.

1. Select <u>Create a new item</u> from the left-hand menu.
2. Enter the name of the library in the **Label** field; for example, "J.N. Desmarais Library". *There can be multiple items with the same label in Wikidata; descriptions disambiguate the labels.*
3. Enter a brief description of the library in the **Description** field; for example, "main library for Laurentian University". Descriptions should:
    o Be between two to twelve words
    o Be in lower case (except for proper nouns)
    o Should not begin with an article (*a*, *an*, *the*)
    o Example: public library in <town>, New South Wales
4. Enter any other labels by which the library might be known in the **Aliases** field; for example, "Jean Noel Desmarais Library", "Laurentian University Library". (e.g. "Max Webber Library" is also "Blacktown Library").
5. Click **CREATE** to create the item.

Once you create the item, you can add labels, descriptions, and aliases in other languages by clicking **Edit**. Click **Publish** once you have made the necessary changes.

See the details below:

LIBRARY BUILDING OR LIBRARY BRANCH

NB: a library building may be:

1. A branch of a larger library system e.g. Balmain Library (Inner West Council Libraries Q63919088)
2. A branch library in a regional library cooperative e.g. Dubbo Library (Macquarie Regional Library)
3. A standalone library service with only one building.

Label	XYZ Library	
Description	public library in <suburb / town>, New South Wales	
Also known as	<Include alternative official names separated by | >	
		Source examples for references
Instance of	public library	
Instance of	library building	Australian Libraries Gateway http://www.nla.gov.au/apps/libraries OR library website (look for locations / branches page)
Image (optional)	<if an image can be found in Wikimedia Commons>	Search for images in https://commons.wikimedia.org/wiki/Main_Page NB: If an image is not found in Commons the easiest workflow is to load one to Wikimedia Commons via the PLS Flickr account
Inception (optional)	<date library service commenced>	library building dates (if new search for architect / web info to add architect statement as well)
Country	Australia	
located in the administrative territorial entity	<name of the council LGA or municipality where the library is located>	
located in the administrative territorial entity	New South Wales	
coordinate location		Open maps node link is the reference https://www.openstreetmap.org/
Street address		
Postal code		
Part of	<name of library system the branch / building is part of>	
official website		Use the library website if a page relates specifically to this building / location (e.g. address, opening hours)

NB When a library closes add the field dissolved, abolished or demolished with the date

LIBRARY SYSTEM

NB: a library system may be:

1. A regional cooperative or "regional library" eg. Macquarie Regional Library or Big Sky Libraries or Riverina Regional Library which includes multiple local government areas
2. A library service with more than one library building across a single local government area
3. A library service with only library building

Label	PQR Libraries	
Description	library system in New South Wales	
Also known as	<Include alternative names separated by | >	
Instance of	public library	
Instance of	library system	library website
Country	Australia	
located in the administrative territorial entity	<name of the council LGA or municipality where the library is located>	NB if it is a regional library system there may be more than one LGA
located in the administrative territorial entity	New South Wales	
Has part	<name of library branch / building >	NB there may be more than one, add a value for each one
official website		Use the library website, qualify with language of work

If you do not know the coordinates of the library, try finding it in OpenStreetMap:

1. Open https://www.openstreetmap.org and search for the name of the library
2. Select the library from the results
3. Right-click the library on the map and select Show address. The coordinates will be displayed.
4. Copy and paste the coordinates into the Wikidata values field.

You can also try finding the coordinates via Google Maps through https://www.maps.ie/coordinates.html

Adding a reference - We may not have one available for every statement

When you add a statement, you should provide a reference for the claim. Click **+ add reference** for the statement, and fill in the following properties:

Property	Value
stated in	Link to the Wikidata item for the journal, newspaper, or other media source.
title	Title of the article
reference URL	If the article is online, provide the complete URL
publication date	Date the article was published
retrieved	Date that you retrieved the article

Hint: If you plan to use the same reference to support multiple statements, this gets laborious quickly. Enable **Preferences ➞ Gadgets ➞ DuplicateReferences** so that you can copy an existing reference in an item and insert it into other statements.

Editing a library in Wikidata

1. Look up the name of the library in Wikidata.
2. Add statements about the library. Click the **+ add statement** link and a new row will be added to the item, with autocomplete for the property and value.

Libraries in Wikidata – some examples:

- Netherlands https://www.wikidata.org/wiki/Wikidata:WikiProject_Netherlands_Public_Libraries/Admin
- UK public libraries to Wikidata   http://w.wiki/3Ht

NSW examples:

- Max Webber Library (Blacktown) https://www.wikidata.org/wiki/Q63874397
- Gilgandra Shire Library https://www.wikidata.org/wiki/Q63987088
- Waverley Library (Bondi Junction) https://www.wikidata.org/wiki/Q63873691

A heritage building example:

- Angeles Mesa Branch Library (Los Angeles) https://www.wikidata.org/wiki/Q4762622