

# EIDR: INTERIM BEST PRACTICE – PROVISIONAL DATA

*This document details the interim best practice for recording and maintaining provisional data elements.*

## 1 Introduction

The EIDR organization is currently working on the Best Practices and Registry changes that will be prioritized for implementation following EIDR v2.0. In an attempt to provide guidance during the transition period the follow document outlines the procedure and best practices for recording provisional data elements and maintaining records that contain them.

## 2 Scenarios/Use Cases

A small set of data elements have been identified as being sufficiently volatile prior to their first public presentation that they would benefit from a flag indicating that their values are currently provisional, and will be updated as final values become known.

### 2.1 Title (Resource Name)

Record the title by which the work is currently known and set the Title Class to "working" (if the title has/will be shared among multiple parties) or "internal" (if the title will only ever be used within the registrant's organization).

As soon as the release title of the work is known, update the record accordingly.

- If the release title is the same as the provisional title, change the Title Class to "release".
- If the release title is different than the provisional title:
  - Replace an "internal" title with the "release" title.
  - If a "working" title is distinctive and will continue to help identify the work after its release, reassign it as an Alternate Title and add the new "release" title.

## 2.2 Release Date

There are a number of situations in which the exact date of first public exhibition or broadcast is not known.

- If the release has taken place, provide the most complete data available. Full dates are preferred, but if only the year is known for certain, provide that. (If the full date becomes known at a later point in time, edit the record to replace the year with the date.)
- If the release will happen with reasonable certainty at some point in the future, provide that full date or year. (Edit the record as necessary to correct the date if the release does not take place as scheduled.)
- If the future release date is uncertain, provide the most accurate date available and add "RD:Pro;" to Registrant Extra to indicate that the release date information is provisional and that a more accurate date will be provided once it is known. (Only release dates in the future can be Provisional.)
- If there are no plans to release a work (it remains unproduced or it was produced but will not now be released), provide the year production activity ceased as the Release Date and add "RD:NA;" to Registrant Extra to indicate that the Release Date is Not Applicable and this work will never have a release date. (Do not use this to indicate that a release date is simply unavailable – it is only valid for works that are not planned for release.) The associated EIDR ID could be deleted, but it is quite likely that money has been spent on the work, that information has been exchanged about it, that records will be retained in accounting or title systems, etc., and therefore the historic record of this work should be retained.

## 2.3 Event Date

Event Dates are only meaningful for live events. They are not currently supported by the EIDR registry, but can be entered prospectively by encoding them in the Registrant Extra field. In addition, for live events that have not yet taken place, the Event Date may be sufficiently uncertain that this fact needs to be called out.

- To record an Event Date, add "ED:<date>," in the Registrant Extra field where <date> is either a full date or full date and time with time zone offset as specified in the Live Events best practices.
- If a record has "ED:<date>," in the Registrant Extra field, then that date can be identified as provisional by adding "ED:Pro;" at some point following "ED:<date>," in the Registrant Extra field. (Only event dates in the future can be Provisional.)

## 2.4 Approximate Length

The running time is already identified as "approximate," so an additional "Provisional" may seem redundant, but in this case it acts as a reminder that the running time is a

rough estimate and should be verified later. Provide the most accurate value possible given the information on hand at the time and update it in the future as the actual duration becomes more certain. Once the running time is reasonably accurate, remove the Provisional flag.

- To record a provisional Approximate Length, add "AL:Pro;" in the Registrant Extra field.

## 2.5 Credits

The Credits (director and cast) of a work may change as it moves through the development and production process. If one or more of the identified credits are uncertain, then do not include them until they are confirmed. Instead, provide one or more Associated Orgs, such as the production company, distributor, and original broadcaster.

## 3 Updating Provisional Records

As soon as more complete or accurate data become available, edit the affected record to include the new data. If the data are no longer provisional, remove the appropriate provisional flag from the Registrant Extra field. In general:

- Provisional dates should not be in the past.
- Records with provisional data, excepting cancelled projects ("RD:NA;"), should be reviewed at least once every six months and updated as necessary.

**NOTE:** Due to the importance of updating provisional data with final and correct values, only Parties identified as a record's Metadata Authority should enter provisional values for Release Dates, Event Dates, or Credits, since they are already committed to keeping their associated records complete and up-to-date.

## 4 Deduplication with Provisional Data

Provisional Release Dates and Event Dates cannot be relied upon to the same extent as non-provisional data for the purposes of deduplication. As a result, the weight of these fields will be reduced when identified as provisional sufficient to force a manual review.