

## ANW Guidelines v.3.0: Summary of changes since version 2.0

### Standards

ISAD(G) 2nd edition is now followed throughout

ISAAR(CPF) is now followed

### Collection descriptions

Title not used for former title (now recorded under Note)

Short title new mandatory field added

Previous title no longer used

Dates used for both dates of creation and accumulation

Date of accumulation no longer used

Archival history some data now recorded in 'Appraisal'

Scope and content should not cross-refer to detailed list in System of arrangement

Appraisal includes some data previously recorded in 'Archival history'

System of arrangement should not include detailed data (should be in Scope and content)

Language codes no longer used

Note includes mention of former title

url image new field for link to digital images (e.g. Gathering the Jewels)

### Access points

#### *Personal names*

New fields: Places

Epithet use for synonym and for uniqueness only

Dates use 'alive' for fl. dates in 20th century

Note Should recorded source

#### *Corporate names*

New fields: Dates, Functions, Places, Legal status

Biographical note most information is now recorded elsewhere

#### *Place names*

Qualifier usually Country only, unless County and/or status required for uniqueness