

BAPLA/PIC4PRESS METADATA PANEL

BAPLA has worked with the Pic4Press Committee of the PPA (Periodical Publishers Association) to create a panel for to facilitate use of a number of agreed key fields. Use of these fields, which hold key information for image suppliers and publishers will lead to more accurate and cost-effective transactions between supplier and user.

The panel has been created in consultation with the IPTC to ensure compliance with IPTC Core 1.0 standards.

What is metadata?

Metadata is information about a digital file. It is currently carried in the image file as XML data, which can be read by Photoshop and other XMP compliant software. *

Where can you view metadata?

Find it under File/File Info in Photoshop. In PS 8 and 9 (CS1 and CS2) metadata can be viewed on 'Origin' and 'Description' panels. From CS2 onwards, the IPTC Core 1.0 panels are visible in the default version.

Pic4Press/BAPLA panel

Pic4Press and BAPLA have identified key fields which will help protect copyright and licensing information and enable publishers to use metadata more effectively. The panel (For use in Photoshop CS versions) displays the recommended fields in one place.

The recommended fields

The fields map directly from 'Origin' and 'Description' panels, and from IPTC fields. IPTC Core 1.0 field definitions have been used where possible. We have assigned plain English names for ease of use.

Data entered will appear on other Photoshop panels; conversely our panel will display data entered in IPTC or Adobe XML fields. Other fields may be used; this panel simply groups common key fields for ease of use.

Downloading the panel

The panel is a JavaScript for Photoshop. It can be downloaded from the Pic4Press and BAPLA sites, and easily loaded into Photoshop (CS versions). People using other versions of Photoshop should consult the table, and add data to the appropriate fields.

**The metadata is backwards compatible and can be read in versions of Photoshop prior to the introduction of XMP (PS6 or earlier). However, some fields may truncate or alter information entered from newer versions of Photoshop.

Section One: KEY FIELDS

Image Reference

A shorthand reference for the image. Use picture number or unique image reference

Description

Caption or descriptive information about the image

Credit

Credit line as it should appear in use.

Section Two: PUBLISHING INFORMATION

Headline

A short text reference for image contents, or story name.

Job Reference

Supply number or publisher's job reference.

Section Three: LICENSING INFORMATION

Licensing Contact url

URL for licensor of the image

Creator

Creator of the original image

Copyright Status

Pop-up box with preset copyrighted/unknown/public domain options.

A © symbol appears in the filename of the image's title bar when 'copyrighted' is selected

Date Created

The date the image was created. (not the scanning date)

Copyright Notice

Description of ownership of copyright.

Instructions

Usage rights and restrictions; model release terms, permissions required etc.

Download the latest version

Check for the latest version and the mapping chart at

www.pass4press.com (Pic4press)

www.bapla.org.uk or

www.electriclane.co.uk (resources)

Jonathan Moore, Conde Nast

Chair of Pic4Press Committee

Sarah Saunders, Electric Lane.

Chair of the BAPLA Metadata Group.

With thanks to Graeme Cookson, Electric Lane



PPA/BAPLA	PS8/9/10	PS7	PS6	IPTC Core 1.0
KEY FIELDS				
Image Reference	Document Title	Title	Object name	Title
<i>IPTC</i>	<i>a shorthand reference for the image or "photograph" — primarily for identification</i>			
Description	Description	Caption	Caption	Description
<i>IPTC</i>	<i>used to describe the who, what and why of what is happening in the photograph</i>			
Credit	Credit	Credit	Credit	Provider
<i>IPTC</i>	<i>used to identify who is providing the photograph.</i>			
PUBLISHING INFORMATION				
Headline	Headline	Headline	Headline	Headline
<i>IPTC</i>	<i>a brief publishable synopsis/summary of the contents of the photograph. Not to be confused with the Title term</i>			
Job Reference	Transmission Reference	Transmission Reference	Transmission Reference	Job Identifier
<i>IPTC</i>	<i>a number or identifier created or issued for the purpose of improving workflow handling and image tracking.</i>			
LICENSING INFORMATION				
Licensing Contact	Copyright info URL	Owner URL	Image URL	-
<i>IPTC</i>	<i>N/A</i>			
Creator	Author	Author	Byline	Creator
<i>IPTC</i>	<i>the name of the person who created the photograph</i>			
Copyright Status	Copyright status	Copyright status	Mark as copyright	-
<i>IPTC</i>	<i>N/A</i>			
Date Created	Date Created	Date Created	Date Created	Date Created
<i>IPTC</i>	<i>the date of when the photograph was taken, not the date when you scanned or edited the image.</i>			
Copyright Notice	Copyright Notice	Copyright Notice	Copyright Notice	Copyright Notice
<i>IPTC</i>	<i>copyright notice for claiming the intellectual property, should identify the current owner(s) of the copyright for the photograph</i>			
Instructions	Instructions	Instructions	Special Instructions	Instructions
<i>IPTC</i>	<i>a simple text field that can be used to include any of a number of instructions from the provider or creator to the receiver of the photograph</i>			

BAPLA/Pic4Press panel Installation

METHOD 1

If you have administration rights use the javascript to install the panel (see notes below)

Unzip the javascript (*Always* send the *zipped* version by email)

In Photoshop:
Go File/Scripts/Browse
Select the Javascript
Click 'Load'
Click 'Start' to install Panel

It will install the panel over any previous version you have.

The installer script places the XMP Panel into the common folder, which requires administration rights.

Mac OSX:

//Library/Application Support/Adobe/XMP/Custom File Info Panels

Windows XP:

C:\Program Files\Common Files\Adobe\XMP\Custom File Info Panels

METHOD 2

If you do not have administration rights, or you only want the current user to have the XMP Panel, then copy the "BAPLA.txt" file to the following folder.

Mac OSX:

//Users/<user>/Library/Application Support/Adobe/XMP/Custom File Info Panels

Windows XP:

C:\Documents and Settings\<user>\Application Data\Adobe\XMP\Custom File Info Panels

NB: <user> is the current user name.

We will be updating the script to make it easier for people without administration rights. Sign up to www.electricleane.co.uk for updates.