

Required tags in RIAMCO EAD finding aid

```
<eadheader>
  <eadid>
  <filedesc>
    <titlestmt>[title]</titlestmt>
      <titleproper>
      <date>
      <publicationstmt>
      <publisher>
      <date>
      <address>
        <addressline>
  <profiledesc>
    <creation>
      <date>
    <language>
      <language>
    <descrules>
<archdesc>
  <did>
    <repository>
      <corpname>
    <unitid>
    <unittitle>
    <unitdate>
    <unittitle> [filing title]
    <physdesc>
      <extent>
    <abstract>
    <langmaterial>
      <language>
  </did>
  <scopecontent>
  <accessrestrict>
  <prefercite>
  <acqinfo>
  <controlaccess>
```

Example of an entire RIAMCO EAD finding aid

```
<?xml version="1.0" encoding="UTF-8"?>
<ead xmlns="urn:isbn:1-931666-22-9" xmlns:ead="urn:isbn:1-931666-22-9"
  xmlns:xlink="http://www.w3.org/1999/xlink"
  xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
  xsi:schemaLocation="urn:isbn:1-931666-22-9 http://www.loc.gov/ead/ead.xsd"
  audience="external" relatedencoding="MARC21">
  <eadheader audience="external" countryencoding="iso3166-1" dateencoding="iso8601"
    scriptencoding="iso15924" relatedencoding="MARC21" repositoryencoding="iso15511"
    langencoding="iso639-2b">
    <eadid countrycode="US" mainagencycode="US-RPB" identifier="ms16.36.xml"
      >US-RPBms16.36</eadid>

    <filedesc>
      <titlestmt>
        <titleproper>Guide to the Roger Williams papers <date type="inclusive" era="ce"
          calendar="gregorian" normal="1637/1683" encodinganalog="$245f"
          >1637-1683</date>
          <date type="bulk" era="ce" calendar="gregorian" normal="1642/1663">(bulk
            1642-1663)</date>
        </titleproper>
        <author>Finding aid prepared by Ben Arnold.</author>
      </titlestmt>
      <publicationstmt>
        <publisher>Brown University Library</publisher>
        <date era="ce" calendar="gregorian" normal="2008-10-14" encodinganalog="260$c"
          type="publication">2008 October 14</date>
        <address><addressline>Box A</addressline>
        <addressline>Brown University</addressline>
        <addressline>Providence, RI 02912</addressline>
        <addressline>Tel: 401-863-2162</addressline>
        <addressline>Fax: 401-863-1272</addressline>
        <addressline><extptr xlink:actuate="onLoad" xlink:href="mailto:rock@brown.edu"/>email:
        rock@brown.edu</addressline></address>
      </publicationstmt>

      <seriesstmt>
        <p>Special collections of the Brown University Library.</p>
      </seriesstmt>
      <notestmt>
        <note>
          <p>This is a general miscellaneous note about the collection.</p>
        </note>
      </notestmt>
    </filedesc>
  </eadheader>
  <profiledesc>
```

<creation>Finding aid encoded by Nicholas Cooke <date era="ce" calendar="gregorian" normal="2008-10-14" encodinganalog="260\$c" type="publication">2008 October 14</date>
</creation>
<language>
 <language langcode="eng" scriptcode="Latn">English</language>
</language>
<descrules>Finding aid based on Describing Archives: A Content Standard (DACS).</descrules>
</profiledesc>

<revisiondesc>
 <change encodinganalog="583">
 <date era="ce" calendar="gregorian" normal="2008-10-15">2008 Oct 15</date>
 <item>Revised by William Greene</item>
 </change>
 <change encodinganalog="583">
 <date era="ce" calendar="gregorian" normal="2008-10-20">2008 Oct 20</date>
 <item>Revised by John Smith</item>
 </change>
</revisiondesc>
</eadheader>
<archdesc level="collection" type="inventory" relatedencoding="MARC21">
 <did>
 <langmaterial>
 <language langcode="eng" encodinganalog="546">English</language>
 <language langcode="ger" encodinganalog="546">German</language>
 </langmaterial>
 <repository encodinganalog="852">
 <corpname>John Hay Library</corpname>
 <address><addressline>Box A</addressline>
 <addressline>Brown University</addressline>
 <addressline>Providence, RI 02912</addressline>
 <addressline>Tel: 401-863-2146</addressline>
 <addressline>Fax: 401-863-2093</addressline>
 <addressline><extptr xlink:actuate="onLoad" xlink:href="mailto:hay@brown.edu"/>email: hay@brown.edu</addressline></address>
 </repository>
 <origination>
 <persname source="lcnaf" encodinganalog="100" role="creator" normal="Williams, Roger,|d1603- 1683">Williams, Roger, 1603-1683</persname>
 </origination>
 <unittitle type="primary" encodinganalog="245\$a">Roger Williams papers</unittitle>
 <unitdate type="inclusive" era="ce" calendar="gregorian" encodinganalog="245\$f" normal="1637/1683">1637-1683</unitdate>
 <unitdate type="bulk" era="ce" calendar="gregorian" encodinganalog="245\$g"

normal="1642/1663">(bulk 1642-1663)</unitdate>
<unittitle type="filing" encodinganalog="246\$a">Williams (Roger) papers</unittitle>
<physdesc>
<extent encodinganalog="300\$a">10 linear feet</extent>
<extent encodinganalog="300\$a">10 box(es)</extent>
<physfacet>hand colored</physfacet>
<dimensions>approximately 230 mm x 163</dimensions>
</physdesc>
<materialspec>1:10000</materialspec>
<physloc audience="external" encodinganalog="852">Portions of the collection are
stored at Iron Mountain.</physloc>
<abstract encodinganalog="520\$a">The Roger Williams papers contain correspondence,
manuscripts, and speeches by the English theologian.</abstract>

<unitid encodinganalog="099" countrycode="US" repositorycode="US-RPB"
type="collection"

>Ms. 16.36</unitid>
</did>
<bioghist encodinganalog="545">
<head>Biographical note</head>

<p>Roger Williams was born in London, England.</p>
<p>He moved to the United States.</p>
<p>Williams was especially well-known for his essay <title type="essay">Deep thoughts
from a religious man</title>. He followed that essay with his best-selling book
<title type="novel">The Bloody Tenent</title>. During his studies at Pembroke
College Williams starred in the play <title type="play">The Importance of Being
Earnest</title>. A gifted orator, Williams was revered for his recitation of
<title type="poem">Beowulf</title>. Not one to rest on his laurels, Williams was
a master of the ukulele and frequently performed <title type="song">Yellow
Submarine</title> to crowds of his followers.</p>

<chronlist>
<chronitem>
<date>1603</date>
<event>Born in London, England</event>
</chronitem>
<chronitem>
<date>1614</date>
<event>Became a Puritan</event>
</chronitem>
<chronitem>
<date>1627</date>
<event>B.A., University of Cambridge, Pembroke College</event>
</chronitem>
</chronlist>
</bioghist>

```
<descgrp type="descriptive">
  <head>Collection information</head>
  <accessrestrict encodinganalog="506">
    <p>There are no restrictions on access, except that the collection can only be seen
      by prior appointment. Some materials may be stored off-site and cannot be
      produced on the same day on which they are requested.</p>
    <legalstatus>Public record.</legalstatus>
  </accessrestrict>
  <userrestrict encodinganalog="540">
    <p>Researchers are advised that express written permission to reproduce, quote, or
      otherwise publish any portion or extract from this collection must be obtained
      from the Brown University Library. Although Brown University has physical
      ownership of the collection and the 23 materials contained therein, it does not
      claim literary rights. It is up to the researcher to determine the owners of the
      literary rights and to obtain any necessary permissions from them.</p>
  </userrestrict>
  <prefercite encodinganalog="524">
    <p>Roger Williams papers, Ms. 16.36, Brown University Library.</p>
  </prefercite>
  <scopecontent encodinganalog="520">
    <p>The papers cover Roger Williams earliest years to his death.</p>
  </scopecontent>
  <arrangement encodinganalog="351">
    <p>The papers are arranged in 3 series: <list>
      <item>1. Correspondence</item>
      <item>2. Writings</item>
      <item>3. Speeches</item>
    </list></p>
  </arrangement>
  <fileplan>
    <p>The classification system assigned alpha-numeric codes to primary subjects and to
      secondary and tertiary subdivisions thereunder.</p>
  </fileplan>
  <phystech>
    <p>48K RAM; Apple Disk II with controller; color monitor</p>
  </phystech>
</descgrp>
<descgrp type="administrative">
  <head>Administrative information</head>
  <acqinfo encodinganalog="541">
    <p>The Roger Williams papers were received from the Mayor's Office, City of
      Providence, Rhode Island, in 1933.</p>
  </acqinfo>
  <custodhist encodinganalog="561">
    <p>The Roger Williams papers were maintained by the staff of the Mayor's Office,
      City of Providence, Rhode Island, in the records storage facility at City Hall
```

from the time of Williams' death in 1683 until they were transferred, at the request of Mary Williams, a Roger Williams descendant, to the John Hay Library, Brown University, in 1933.</p>

</custodhist>

<processinfo encodinganalog="583">

<p>These papers were organized and cataloged in 1977 by Lydia Lucas.</p>

</processinfo>

<altformavail encodinganalog="530">

<p>This collection has been microfilmed and is available on three reels MF1993-034:1 to MF1993-034:3.</p>

</altformavail>

<accruals encodinganalog="584">

<p>No further materials are expected for this collection.</p>

</accruals>

<appraisal encodinganalog="583">

<p>The Roger Williams papers arrived at the John Hay Library in two accessions, 1933 and 1935. During processing the collection was reduced from fifteen linear feet to ten linear feet by discarding duplicate materials, financial records, and publications not authored by Roger Williams.</p>

</appraisal>

</descgrp>

<descgrp type="cataloging">

<controlaccess>

<head>Names</head>

<persname encodinganalog="100" role="creator" normal="Williams, Roger|d1603-1683" source="lcnaf">Williams, Roger, 1603-1683</persname>

<corpname encodinganalog="710" role="contributor"

normal="Roger Williams Corporation" source="lcnaf">Roger Williams Corporation</corpname>

<famname encodinganalog="700" role="contributor" normal="Williams family" source="local">Williams family</famname>

</controlaccess>

<controlaccess>

<head>Subjects</head>

<persname encodinganalog="600" normal="Williams, Mary" source="lcnaf">Williams, Mary</persname>

<geogname encodinganalog="651" normal="Rhode Island" source="lcsb">Rhode Island</geogname>

<subject encodinganalog="650" normal="Boats" source="lcsb">Boats</subject>

</controlaccess>

<controlaccess>

<head>Titles</head>

<title encodinganalog="130" source="lcnaf"

normal="author=Williams, Roger|d1603-1683&title=The bloody tenent of

```

    persecution">The bloody tenent of persecution</title>
</controlaccess>
<controlaccess>
  <head>Types of materials</head>
  <genreform encodinganalog="655" source="aat" normal="letters (correspondence)"
    >Letters (correspondence)</genreform>
</controlaccess>
<controlaccess>
  <head>Occupations</head>
  <occupation encodinganalog="656" normal="Theologian" source="lcsht"
    >Theologian</occupation>
</controlaccess>

<controlaccess>
  <head>Functions</head>
  <function encodinganalog="657" source="lcsht" normal="Law enforcing">Law
    enforcing</function>
</controlaccess>
</descgrp>
<descgrp type="additional">
  <head>Additional Information</head>
  <relatedmaterial encodinganalog="5441_">
    <p>Related papers are located at the Rhode Island Historical Society.</p>
  </relatedmaterial>
  <separatedmaterial encodinganalog="5440_">
    <p>Papers written by Anne Hutchinson have been removed from the collection and are
      now located in the Anne Hutchinson papers.</p>
  </separatedmaterial>
  <originalsloc encodinganalog="5351_">
    <p>File contains photocopies of original still held by the donor.</p>
  </originalsloc>
  <otherfindaid encodinganalog="555">
    <p>The card catalog at the John Hay Library provides an alternative method of
      accessing papers in this collection.</p>
  </otherfindaid>
  <bibliography>
    <bibref>Upham, William P.</b>An account of the dwelling-houses of Francis
      Higginson, Samuel Skelton, Roger Williams and Hugh Peters (Salem, Mass.,
      1866)</bibref>
    <bibref>Dexter, Henry Martyn</b>As to Roger Williams, and his 'banishment' from
      the Massachusetts Plantation (Boston, Congregational Publishing Society,
      1876)</bibref>
  </bibliography>
  <odd encodinganalog="500">
    <p>The following is a brief essay on the history of the publishing industry.</p>
  </odd>

```

```
<odd encodinganalog="500" type="josiah">
  <p>Brown University Library catalog record for this collection: <archref
    xlink:href="http://library.brown.edu/record=b1997908">Roger Williams
    papers</archref></p>
</odd>
</descgrp>
<dsc type="combined">
  <c id="c1" level="series">
    <did>
      <unitid type="series">Series 1</unitid>
      <container type="box" label="Box">1-2</container>
      <langmaterial>
        <language langcode="ger">German</language>
      </langmaterial>
      <physloc audience="external">Basement of annex</physloc>
      <unittitle>Correspondence</unittitle>
      <unitdate normal="1642/1652">1642-1652</unitdate>
      <physdesc>
        <extent>2 box(es)</extent>
      </physdesc>

      <origination>
        <persname role="creator">Williams, Maybelle</persname>
      </origination>
    </did>
    <scopecontent>
      <p>The correspondence is related to business and family matters.</p>
    </scopecontent>
    <bioghist>
      <p>The Williams family were very important people in England.</p>
    </bioghist>
    <note>
      <p>Miscellaneous note.</p>
    </note>
    <acqinfo>
      <p>
        <num type="Accession">1222</num>
      </p>
    </acqinfo>
    <accessrestrict>
      <p>These boxes are restricted.</p>
    </accessrestrict>
    <userrestrict>
      <p>May only be used on the third Thursday of the month.</p>
    </userrestrict>
  </c>
</dsc>
<controlaccess>
```



```
<persname role="creator">Williams, Maybelle II</persname>
<subject>Boats</subject>
<subject>Politics</subject>
<genreform>Letters (correspondence)</genreform>
</controlaccess>
<c id="c2" level="subseries">
  <did>
    <unitid type="code">LW1222</unitid>
    <container type="box" label="Box">1-2</container>
    <langmaterial>
      <language langcode="fre">French</language>
    </langmaterial>
    <physloc audience="external">Roof of Hay</physloc>
    <unittitle>Correspondence from Roger Williams</unittitle>
    <unitdate normal="1642/1652">1642- 1652</unitdate>
    <physdesc>
      <extent>1 box(es)</extent>
    </physdesc>
    <origination>
      <persname role="creator">Williams, Maybelle</persname>
    </origination>
  </did>
  <scopecontent>
    <p>The correspondence was written mainly by Roger Williams but Maybelle Williams was an important contributor.</p>
  </scopecontent>
  <bioghist>
    <p>The Williams family were very important people in England.</p>
  </bioghist>
  <note>
    <p>Miscellaneous note.</p>
  </note>
  <acqinfo>
    <p>
      <num type="Accession">13333</num>
    </p>
  </acqinfo>
  <accessrestrict>
    <p>These boxes are restricted.</p>
  </accessrestrict>
  <userrestrict>
    <p>May only be used on the third Thursday of the month.</p>
  </userrestrict>
  <controlaccess>
    <persname role="creator">Williams, Maybelle II</persname>
    <subject>Fish</subject>
```

```
<subject>Law</subject>
<genreform>Letters (correspondence)</genreform>
</controlaccess>
<c id="c3" level="file">
  <did>
    <unitid type="code">LW1222</unitid>
    <container type="box" label="Box">1</container>
    <container type="folder" label="Folder">1</container>
    <langmaterial>
      <language langcode="fre">French</language>
    </langmaterial>
    <physloc audience="external">Roof of Hay</physloc>
    <unittitle>Williams, Roger to Elfrieda Williams</unittitle>
    <unitdate normal="1642/1652">1642- 1652</unitdate>
    <physdesc>
      <extent>1 folder</extent>
    </physdesc>
    <origination>
      <persname role="creator">Williams, Maybelle</persname>
    </origination>
  </did>

  <scopecontent>
    <p>The correspondence was written mainly by Roger Williams but Maybelle Williams was an important contributor.</p>
  </scopecontent>
  <bioghist>
    <p>The Williams family were very important people in England.</p>
  </bioghist>
  <note>
    <p>Miscellaneous note.</p>
  </note>
  <acqinfo>
    <p>
      <num type="Accession">13333</num>
    </p>
  </acqinfo>
  <accessrestrict>
    <p>These boxes are restricted.</p>
  </accessrestrict>
  <userrestrict>
    <p>May only be used on the third Thursday of the month.</p>
  </userrestrict>
</controlaccess>
  <persname role="creator">Williams, Roger</persname>
  <persname role="recipient">Williams, Elfrieda</persname>
```

```
<subject>Fish</subject>
<subject>Law</subject>
<genreform>Letters (correspondence)</genreform>
</controlaccess>
<c id="c4" level="item">
  <did>
    <unitid type="code">LW1222</unitid>
    <container type="box" label="Box">1</container>
    <container type="folder" label="Folder">1</container>
    <langmaterial>
      <language langcode="fre">French</language>
    </langmaterial>
    <physloc audience="external">Roof of Hay</physloc>
    <unittitle>Williams, Roger to Elfrieda Williams</unittitle>
    <unitdate normal="1642-01-01">1642 Jan 1</unitdate>
    <physdesc>
      <extent>1 folder</extent>
    </physdesc>
    <origination>
      <persname role="creator">Williams, Maybelle</persname>
    </origination>
  </did>
  <scopecontent>
    <p>The correspondence was written mainly by Roger Williams but
      Maybelle Williams was an important contributor.</p>
  </scopecontent>
  <bioghist>
    <p>The Williams family were very important people in England.</p>
  </bioghist>
  <note>
    <p>Miscellaneous note.</p>
  </note>
  <acqinfo>
    <p>
      <num type="Accession">13333</num>
    </p>
  </acqinfo>
  <accessrestrict>
    <p>This letter is restricted.</p>
  </accessrestrict>
  <userrestrict>
    <p>May only be used on the third Thursday of the month.</p>
  </userrestrict>
  <controlaccess>
    <persname role="creator">Williams, Roger</persname>
    <persname role="recipient">Williams, Elfrieda</persname>
```

```
        <subject>Fish</subject>
        <subject>Law</subject>
        <genreform>Letters (correspondence)</genreform>
    </controlaccess>
</c>
</c>
</c>
</c>
<c id="c5" level="series">
    <did>
        <unitid type="series">Series 2</unitid>
        <unittitle>Writings</unittitle>
        <unitdate normal="1652/1662">1652-1662</unitdate>
        <physdesc>
            <extent>2 boxes</extent>
        </physdesc>
    </did>
    <scopecontent>
        <p>These writings were kept in William's personal safe.</p>
    </scopecontent>

    <c id="c6" level="subseries">
        <did>
            <unittitle>How to Win Friends and Influence People</unittitle>
            <unitdate normal="1652">1652</unitdate>
        </did>
        <c id="c7" level="file">
            <did>
                <container type="box" label="Box">2</container>
                <container type="folder" label="Folder">1</container>
                <unittitle>How to Win Friends and Influence People draft</unittitle>
                <unitdate normal="1652">1652</unitdate>
            </did>

            <c id="c8" level="item">
                <did>
                    <container type="reel" label="Reel">M23</container>
                    <unittitle>How to Win Friends microfilm</unittitle>
                    <unitdate normal="1652">1652</unitdate>
                </did>
            </c>
        </c>
    </c>
    <c id="c9" level="series">
        <did>
```

```

<unitid type="series">Series 3</unitid>
<unitid type="code">VW1999</unitid>
<container type="box" label="Box">2</container>
<container type="folder" label="Folder">3</container>
<unittitle>Speeches by Roger Williams</unittitle>
<unitdate normal="1650/1660">1650-1660</unitdate>
</did>
<controlaccess>
  <subject>Religion</subject>
  <subject>Law</subject>
  <subject>Education</subject>
  <subject>Agriculture</subject>
</controlaccess>
<c id="c10" level="file">
  <did>
    <container type="box" label="Box">1</container>
    <container type="folder" label="Folder">3</container>
    <physdesc>
      <genreform normal="letters (correspondence)">letter</genreform>
      <extent>2 pages</extent>
    </physdesc>
    <unittitle>Williams, Roger to Williams, Robin
      <geogname>California</geogname>
    </unittitle>
    <unitdate normal="1652-01-01">1652 Jan 1</unitdate>
  </did>
  <acqinfo>
    <p>
      <num type="Accession">A2355454</num>
    </p>
  </acqinfo>
  <controlaccess>
    <persname role="creator">Williams, Roger</persname>
    <persname role="recipient">Williams, Robin</persname>
  </controlaccess>
  <scopecontent>
    <p>Letter contains criticisms of Robin Williams most recent book.</p>
  </scopecontent>
</c>
<c id="c11" level="file">
  <did>
    <container type="box" label="Box">2</container>
    <container type="folder" label="Folder">4</container>
    <physdesc>
      <genreform normal="manuscripts">draft manuscript</genreform>
      <extent>4 pages</extent>
    </physdesc>
  </did>

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```
</physdesc>
<unittitle>The Bloody tenent draft 2 <geogname>Rhode Island</geogname>
</unittitle>
<unitdate normal="1650">1650</unitdate>
</did>
<controlaccess>
  <persname role="creator">Williams, Roger</persname>
</controlaccess>
</c>
<c id="c12" level="file">
  <did>
    <container type="box" label="Box">4</container>
    <container type="folder" label="Folder">4</container>
    <unittitle>
      <title>The bloody tenent</title>
      <imprint>
        <geogname>Boston, Mass.</geogname>
        <publisher>Hawthorne Press</publisher>
        <date type="publication" normal="1655">1655</date>
      </imprint>
    </unittitle>
  </did>
  <controlaccess>
    <persname role="creator">Williams, Roger</persname>
  </controlaccess>
</c>
```

```
</c>
</dsc>
</archdesc>
</ead>
```