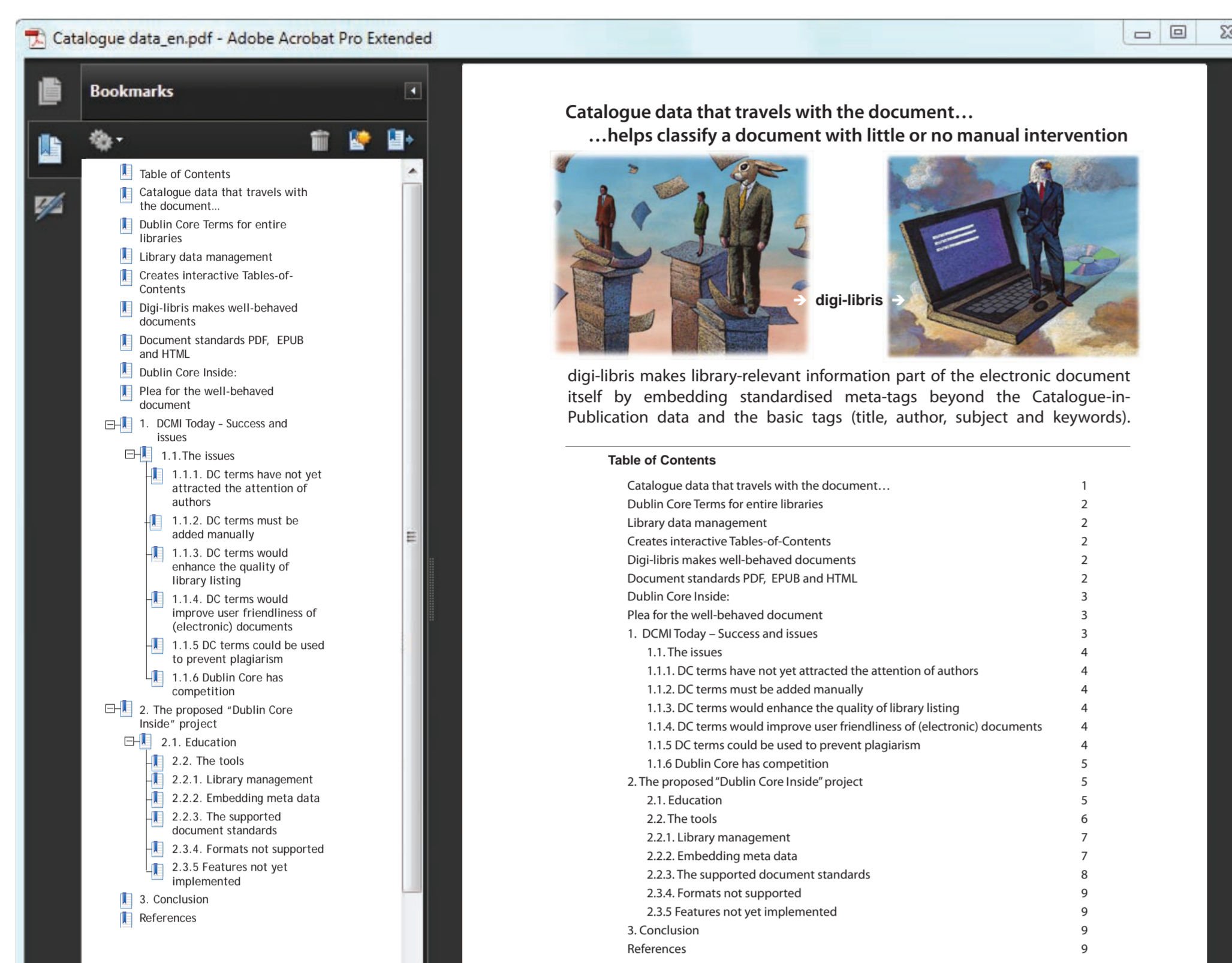


The well-behaved document has Dublin Core inside

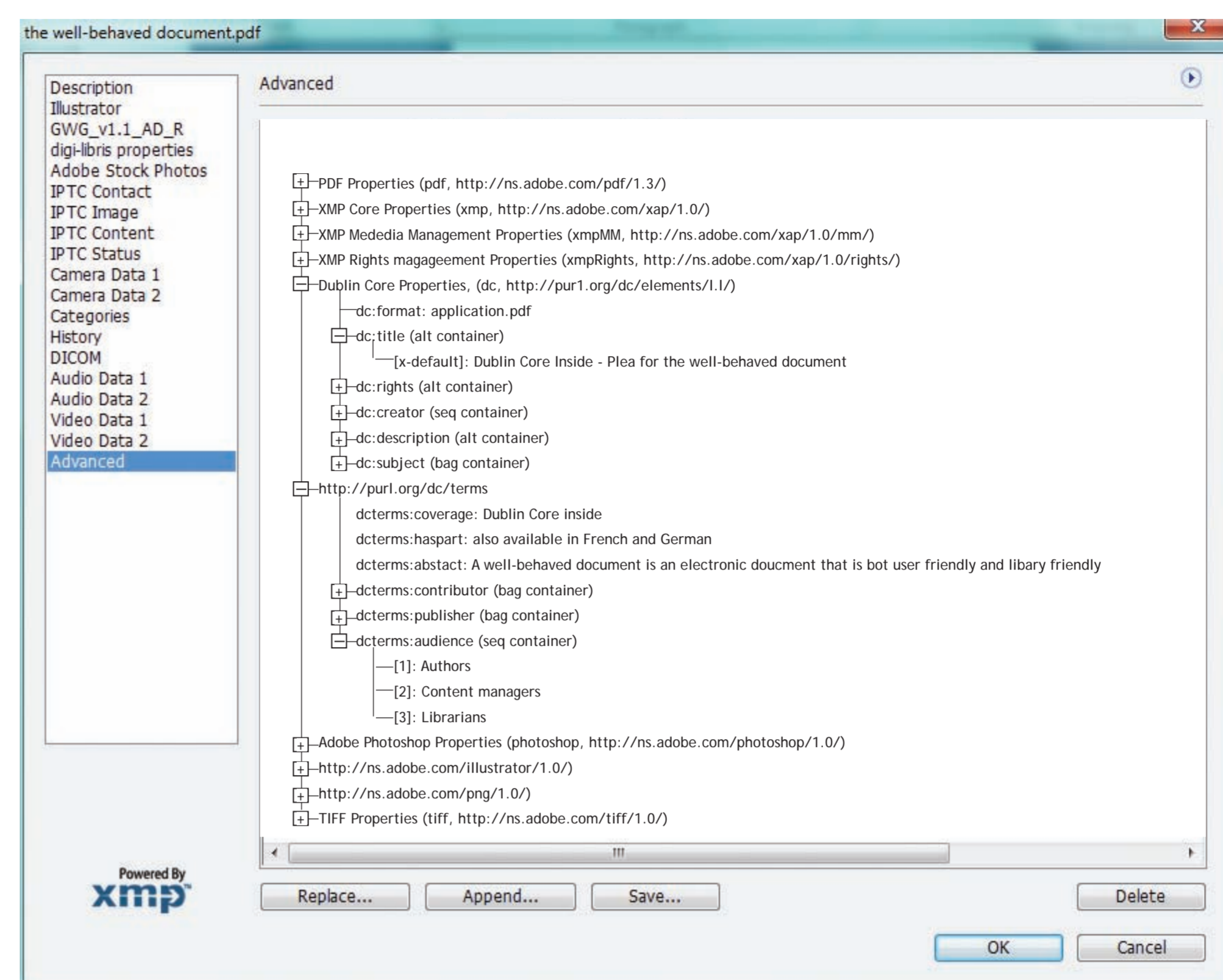
John W. Miescher, Bizgraphic – Geneva (www.bizgraphic.ch)

A well-behaved document is an electronic document that is both user friendly and library friendly

User and library friendly documents can save time and money if planned accordingly from the beginning and they have a better chance of being found (in search engines), to be consulted and to be referenced on a regular basis



document includes bookmarks and an interactive table of contents to help you quickly find the information you need



embedded metadata facilitate classification of a document

User friendly

means a document is easy to read and easy to navigate. It is in an open format and can be searched, has bookmarks, an interactive table of contents with links to the correct target page and links to external resources. It allows the user to print it out, extract citations and add bookmarks and comments of his own.

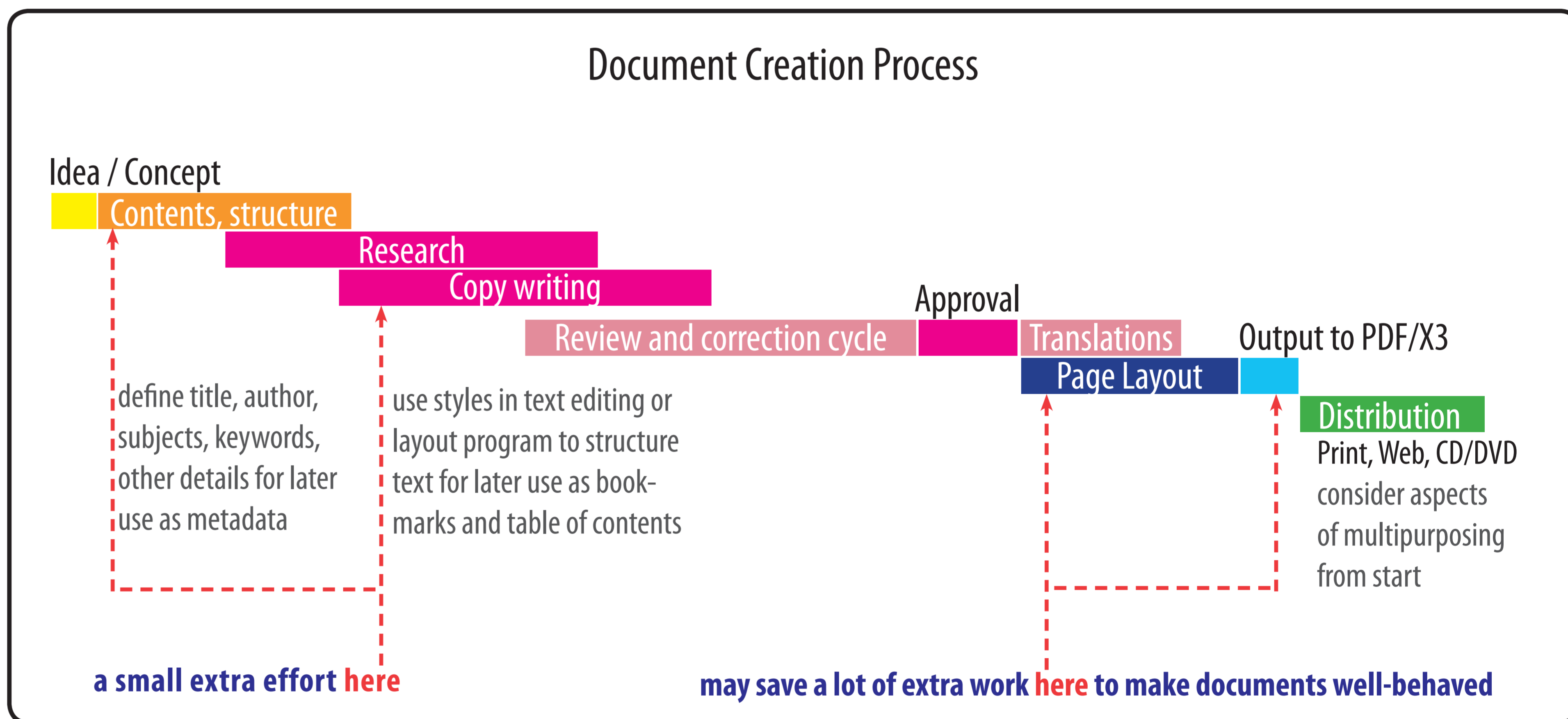
The idea to establish "Dublin Core inside" as a mark of quality aims at elevating the well-behaved document to a standard and to a symbol which is recognized and accepted worldwide by information workers and information consumers alike.

All players in the publication process from author or the party ordering the work to the publisher should plan their work from the very beginning for user friendliness and library acceptability to provide extra value to the end user.

Workshops and training courses for producers and appropriate software tools for users of information could help implement this idea.

Library friendly

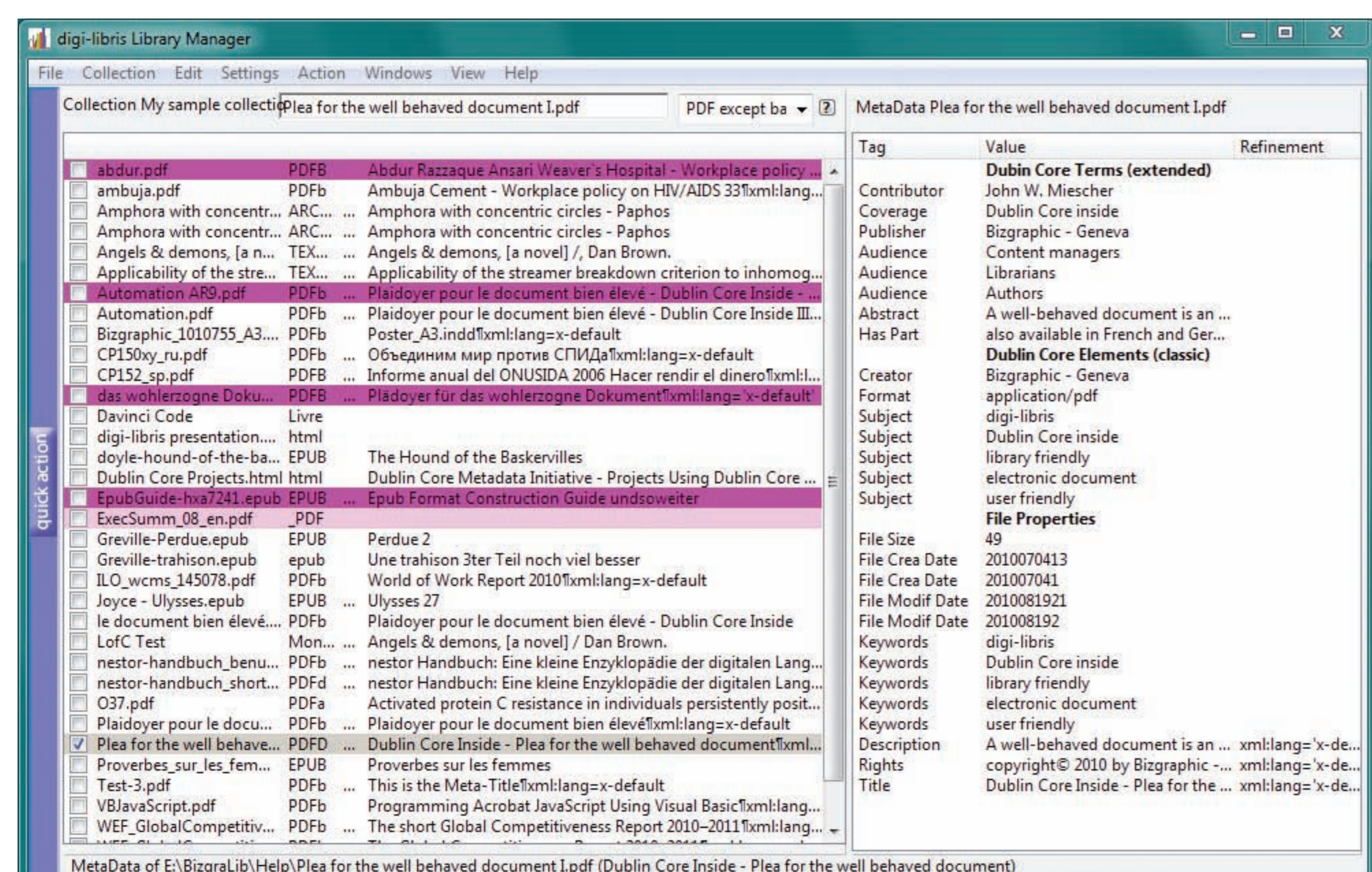
is a document that has useful embedded metadata which librarians, digital asset managers and individuals can exploit to classify a document with little or no manual intervention. Embedding a selection of the metadata from a repository directly into a file, makes this data also available to third parties who download it to consult off-line.



Well-behaved documents facilitate your research effort

Whether you are writing a thesis, working on a paper to present or compiling a statistical report, chances are you want to refer to and consult sources you have acquired or downloaded, without wasting time re-reading lots of documents in search of citations and other relevant information.

If all documents were indeed "well-behaved", had bookmarks, interactive tables of contents and meaningful embedded metadata in the Dublin Core format, your research and scholarly publication work could become much easier, faster and more precise.



Build your collection of physical and electronic objects, both locally stored or in the cloud

View and edit the metadata, add notes and private attributes

This is why we have developed the digi-libris software

- to help all parties at the consuming end to better organize their knowledge base and collections of documents
- to read and embed metadata in (existing) electronic documents of type PDF, EPUB and HTML (makes it library friendly)
- to build tables of contents
- includes a mini-browser for searching, viewing and downloading web content
- includes bridges for importing metadata in MARC 21, MODS, EndNote and other formats
- includes tool to add bookmarks and tables of contents to existing PDF files (makes it user friendly)

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