

docuteam webgate

Accessing archives through printed finding aids no longer meets all of the users' needs. Especially when accessing and searching for records via archive catalogue, printed directories are limited. This is where docuteam uses **webgate**, offering users an online-version of their archive catalogues. This allows a flexible use of readily available information, regardless of location.

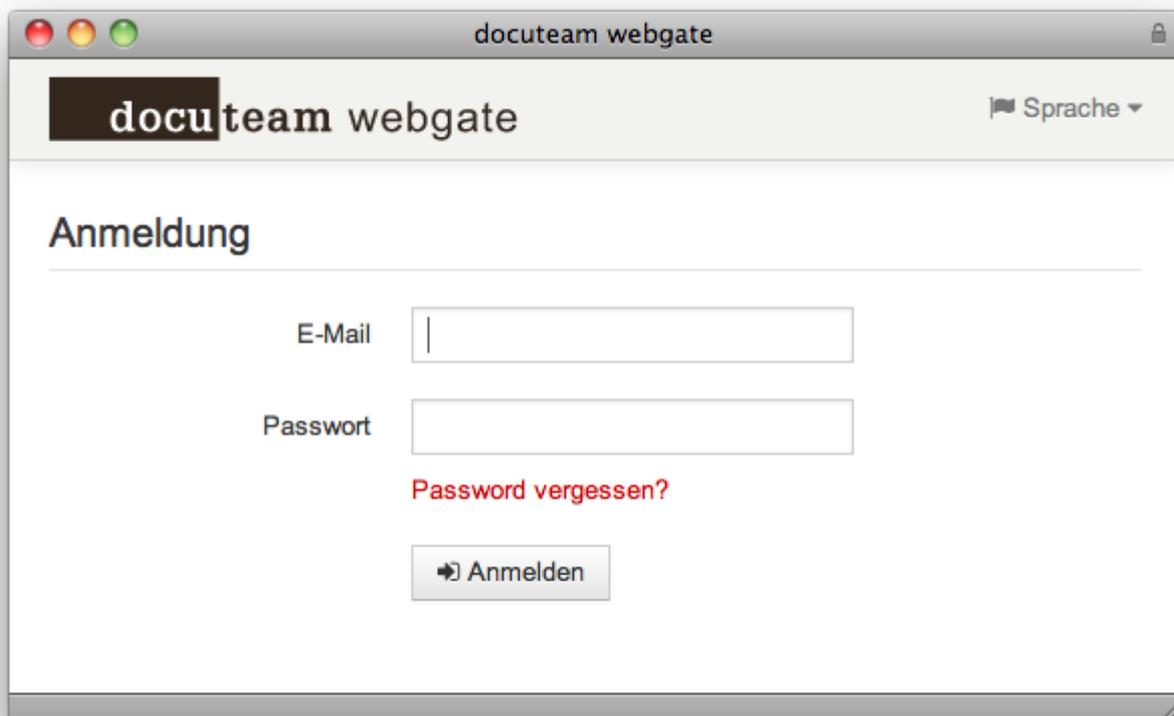
Access

Docuteam webgate can be accessed via <http://webgate.docuteam.ch> and is available in three languages: [Français](#), [English](#), [Deutsch](#).

Registration/Authorisation

Upon completion of the project you will receive an email with an invitation for registration, allowing you to set a password for your webgate access. The password is personal, disclosing it to third parties is your own responsibility.

You can now log into webgate with your email address and your newly created password:



The screenshot shows a web browser window titled "docuteam webgate". The page header includes the "docuteam webgate" logo and a language selection menu labeled "Sprache". The main heading is "Anmeldung". Below this, there are two input fields: "E-Mail" and "Passwort". A red link "Password vergessen?" is positioned below the password field. At the bottom, there is a button labeled "Anmelden" with a right-pointing arrow icon.

Features

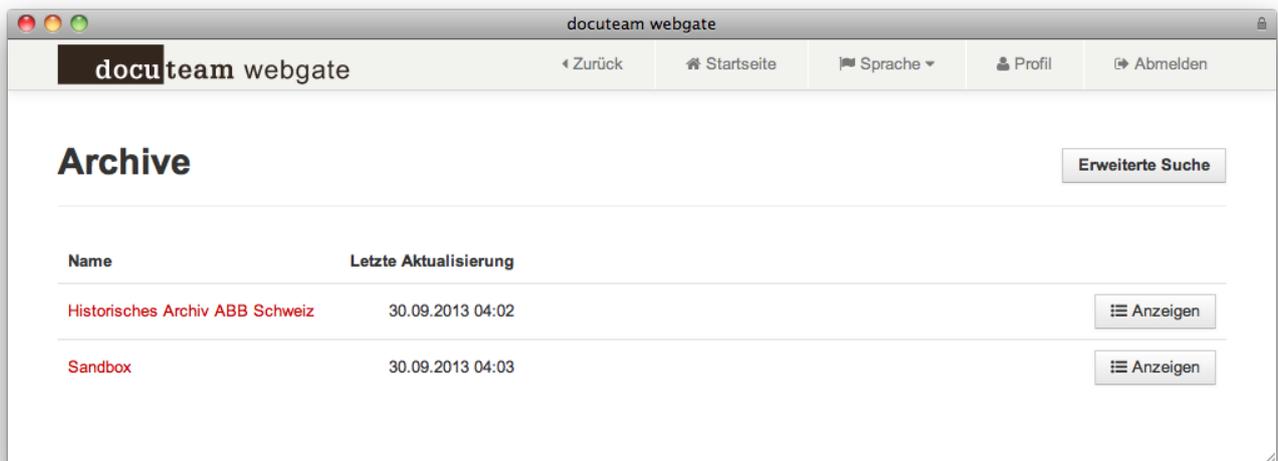
Language

Choose your preferred language via toolbar:



Overview

The main page shows a list of archives available to you:



1. The button "back" in the toolbar has the same function as the one in your browser, which is necessary for certain tablet-displays.
2. The button "main page" will return you from any page back to this overview.

Specific archives

By either selecting the name of an archive or clicking on the button "display" you can access the catalogue of a specific archive:

The screenshot shows a web browser window with the URL webgate.docuteam.ch. The page displays a search bar and navigation links (Zurück, Startseite, Sprache, Profil, Abmelden, Hilfe). The main content area is titled 'D Bestand mit digitalen Objekten' and is part of the 'Gemeindearchiv xy (1552-2012)'.

On the left, a sidebar shows a tree structure of the archive:

- > D Bestand mit digitalen Objekten (dark grey background)
- > DA bilder (2 items)
- > DB multimedia (2 items)
- > DC pdfs (2 items)

The main content area is divided into sections:

1: Identifikation

1.1 Signatur	D
1.2 Titel	Bestand mit digitalen Objekten
1.4 Verzeichnungsstufe	Bestand

7: Verzeichnungskontrolle

7.1 Bearbeiter/in	Andreas Nef
7.3 Verzeichnungsdatum	18.05.2015

Digitale Objekte

Two digital objects are displayed as thumbnails:

- DA.A.1: 1020 KB
- DA.A.2: 1 MB

If you have access to one archive only, its catalogue will be displayed to you directly.

Archive structure / tectonic structure

The tree structure on the left-hand side shows you:

1. The current entry with a dark grey background
2. Its direct sub-entries, indented with a white background
 1. The number behind a sub-entry shows you how many sub-entries that particular entry contains.
3. The entire (superordinate) hierarchy with a light grey background

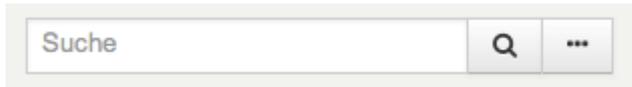
Details

Details on the current entry are displayed on the right-hand side:

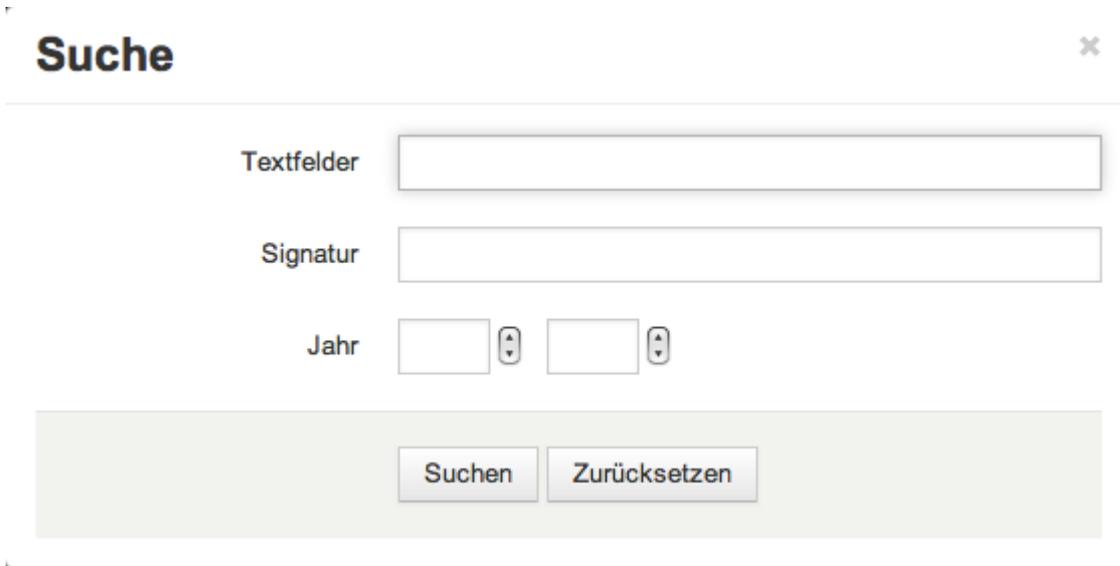
1. By default, the first group of metadata fields (compulsory ISAD(G) fields) can be viewed and read directly
 1. Information on possible locations can also be found here
2. Additional metadata groups according to ISAD(G) are shown, if further data is available

Search

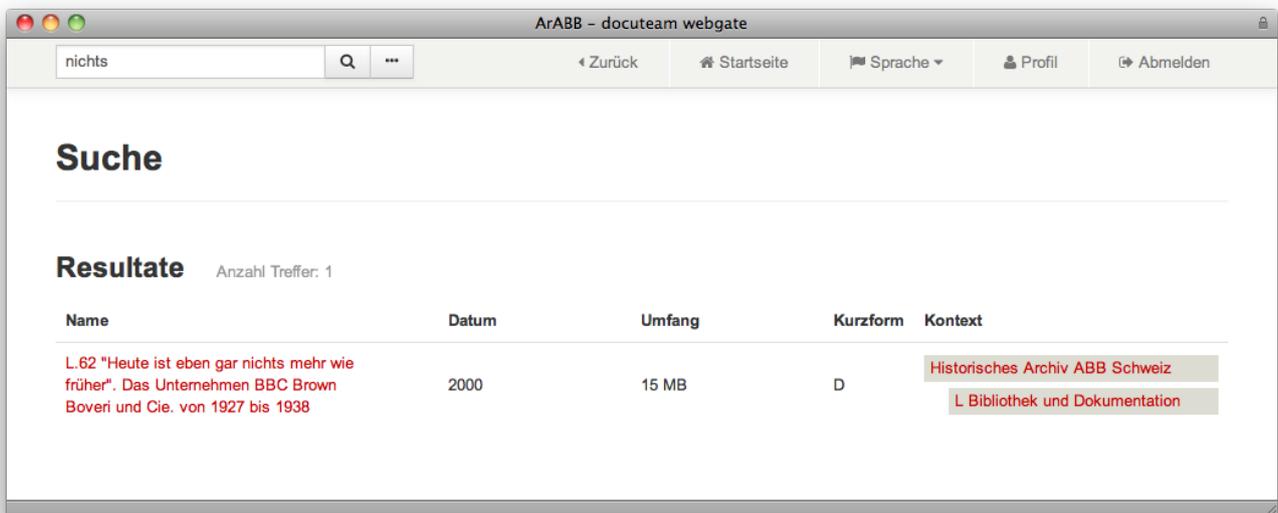
You can start a search request using the search box in the upper left corner of the toolbar:



The detailed search can be accessed by clicking the button with the three dots. In addition, the fields "textfields", "reference code" or "year" can be searched.



The results are displayed according to the tectonic structure of the archive. The column "context" shows the first two superior levels of a particular entry.



A wildcard search (truncation, placeholder) is possible using '%':

Gemeinde%organisation



Sprache ▾

Hilfe

Suche

Resultate Metadaten

20 ▾

Anzahl Treffer: 3

Signatur/Titel	Datum	Umfang	Stufe	Archival file	Kontext
B 1.11 Gemeindeorganisation - Verwaltung und Kommissionen	6		Unterbestand		Gemeindearchiv xy, 1552-2012 B 1 Registratur 1979-1995, 1950-1997
B 1.02.03.3 950-Jahr- Jubiläum Gemeinde xy: Protokolle des Organisationskomitees, 1986	1986	1 cm	Dossier		B 1.02 Ausstellungen, Feste, Vereine, Kultur B 1.02.03 Festorganisationen
A4 Gemeindeorganisation			Unterbestand		Gemeindearchiv xy, 1552-2012 A Altes Archiv (Akten ausserhalb des Registraturplans)

From:
<https://wiki.docuteam.ch/> - **docuteam wiki**

Permanent link:
<https://wiki.docuteam.ch/doku.php?id=en:docuteam:webgate&rev=1505391265>

Last update: **2019/01/07 11:26**

