

## Database / Spreadsheet documentation for the Archaeology Data Service

Please fully document and record any databases that you intend to submit to the ADS for archiving. This will help us prepare them for archiving and online dissemination and will enable future re-use of the data by others.

If you already have documentation for your database in another format and would prefer us to work with this instead, this should not be a problem as long as it accurately describes your data tables and any relationships between them.

<b>Title of project:</b>	<b>Combe Down Stone Mine</b>
<b>Name of database/ spreadsheet file:</b>	<b>CODOM metals final.xls</b>

Repeat the following section for each table within your database:

<b>Name of table / worksheet 1:</b>	<b>All metals</b>
<b>Purpose of table/worksheet:</b>	<b>Catalogue and detailed record of all metal finds</b>
<b>Number of rows of data:</b>	<b>592</b>
<b>Primary key (database only):</b>	
<b>Name of field</b>	<b>Full description of field and codes or terminology used</b>
A = ID	Individual record number
B = Cat No	Number in archive catalogue. 0 = not in catalogue
C = Code	Site code CODOM 01 is Oxford Archaeology site code for Combe Down Mine plus the year of the excavation 01 = 2001
D = Area	Area of the mine – see plans in archive
E = Quarry Area	Sub division within Area of the mine – see plans in archive
F = Phase	Phase relating to date of mine working or post mining deposition
G = Area Description	Not used
H = Other notes	Further context information
I = Context	Context number for provenance of objects
J = SF number	Small Find number – an individual number used for 'special' finds from running sequence
K = Count	Number of objects
L = Fragt Count	Number of fragments
M = Length	Length of object or fragment in mm; 0 = not recorded
N = Breadth	Width or breadth of object or fragment in mm; 0 = not recorded
O = Diameter	Diameter of object in mm; 0 = not recorded
P = Height	Height of object or fragment in mm; 0 = not recorded
Q = Thickness	Thickness of object or fragment in mm; 0 = not recorded
R = Function	Functional category, ie. Tools, Transport, Houshold, Personal, Structural, etc to which objects are assigned
S = Sub-Function	Sub-divisions of Functional categories, eg. Mason's tool, Mining tool, etc.
T = Identification	Specific identification of object or fragment
U = Comments	Free text description by specialist
V = Draw	False = not for illustration; True = an object to be illustrated in archive report.



The completed documentation should be submitted to the ADS in **digital** form along with the deposited data that it describes, or via e-mail to Catherine Hardman at [csh3@york.ac.uk](mailto:csh3@york.ac.uk)