

La classificació i la descripció avui :

Records management & automation -

A happy marriage ?





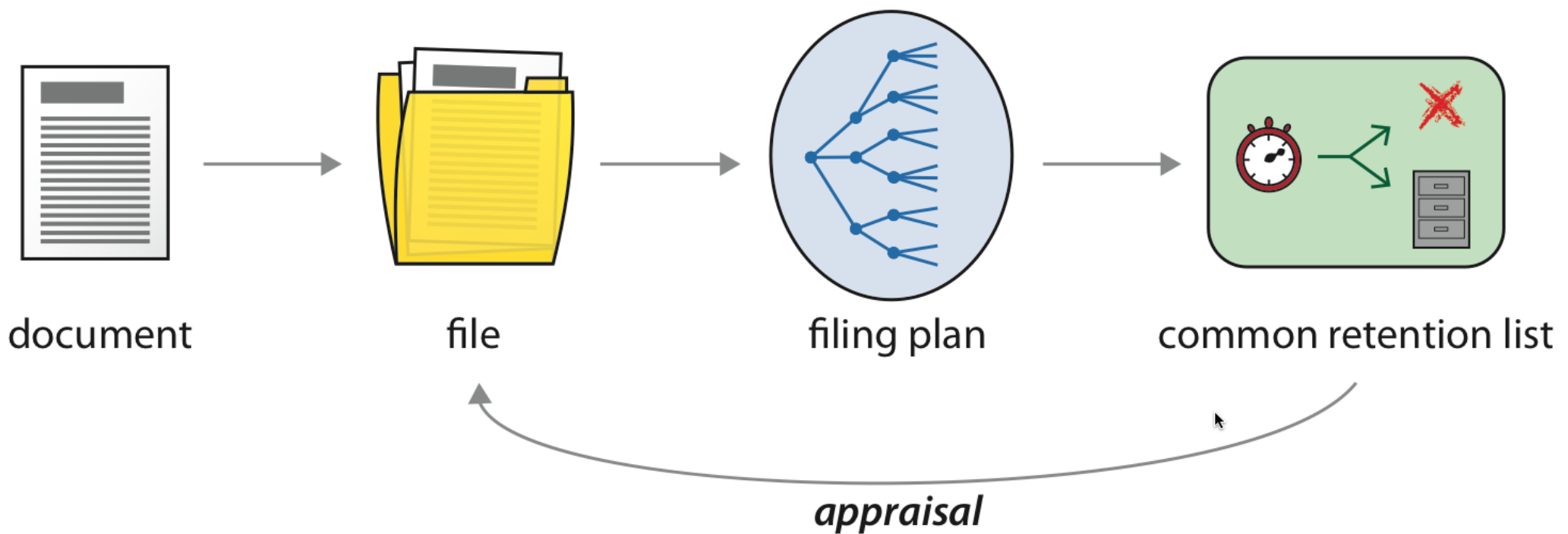
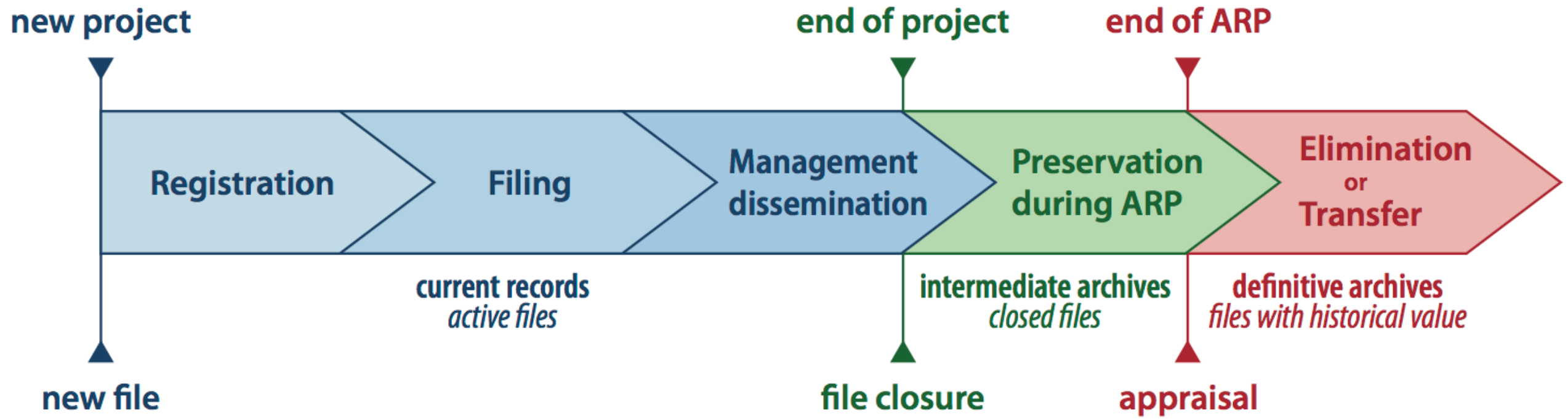


“

Archivists and records managers can no longer afford to be, nor be perceived to be, custodians in an electronic world.

— Terry Cook, 1994







NATIONAL
ARCHIVES

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OFFICER

MANAGING GOVERNMENT
RECORDS DIRECTIVE

AUTOMATED ELECTRONIC
RECORDS MANAGEMENT
REPORT/PLAN

National Archives and Records Administration
Office of the Chief Records Officer for the U.S. Government

September 19, 2014

“

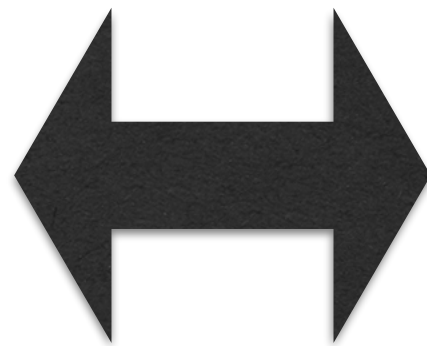
Relying on busy end users who are focused on achieving their tasks leads to inconsistent capture of electronic records. Automated tools for managing electronic records could reduce the recordkeeping burden on end users and lead to more consistent, scalable results.

— NARA, 2014



Rules versus statistics

- Based on a prior abstract model
- Example : expert systems
- Opportunity : SKOS



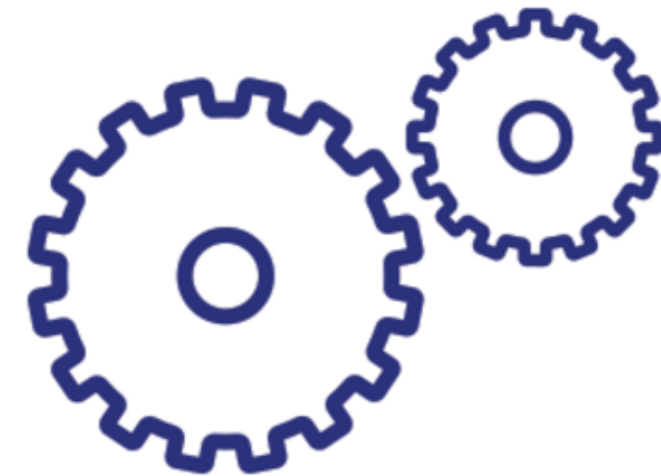
- Based on the data itself
- Example : self-driving cars
- Opportunity : Topic Modeling

Rules

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Policy Engine

The rules engine is at the heart of RecordPoint. Rules are used to evaluate content that is created within SharePoint to identify how to classify, retain and treat content. Rules tie together one or more patterns with a specific outcome. Patterns are used to provide levels of specificity required to identify and group content. An outcome can be defined as a classification linked to a specific retention schedule or action. Increases compliance as automation means the business user does not have to consider records classification when saving content.



Rules



White Paper on
The Capstone Approach and Capstone GRS

National Archives and Records Administration
April 2015

Rules

- Advantages : results are consistent
- Disadvantages :
 - Massive creation of records => storage & litigation risk
 - High cost of modelling rules across an organisation
 - Risk to miss relevant records

Statistics

A unique approach to auto-classification

Transparent and defensible process



Statistics

The screenshot displays the OpenText Auto-Classification interface. At the top, it shows 'OPENTEXT | Auto-Classification beta' and navigation links for 'Feedback' and 'Logout csmard'. Below this, the 'Human Resources' section is active, with sub-sections for 'SET UP & CONFIGURATION', 'QUALITY CONTROL & CLASSIFICATION', and 'MONITORING'. A navigation bar includes 'Manage', 'Optimize', 'Review', and 'Classify' buttons. The main content area is divided into 'Workbench' and 'Classify Test Documents' tabs. On the left, an 'Activity' section shows 'No tasks running' and a 'Model summary: Optimize' table with 15 classifications, 434 exemplars, 0 rules, and 209 tests. Below this, an 'Actions' section highlights two areas for improvement: 'Precision less than 75%' (7 classifications with issues) and 'Recall less than 75%' (12 classifications with issues). The main 'Classifications' table lists various categories with their respective exemplar counts, rule counts, and precision/recall percentages. A magnifying glass highlights the 'Actions' section and the 'Classifications' table, specifically focusing on the 'Precision' and 'Recall' columns. A green callout box at the bottom right states 'System suggests areas for improvements'.

Classification	Exemplars	Rules	Precision	Recall
blogs	26	0	70%	58%
buyers, vendors and suppliers	12	0	50%	17%
case studies and marketing	28	0	100%	54%
corp profiles	47	0	83%	65%
cv profiles	68	0	82%	79%
events	2	0	0%	0%
forms	0	0	100%	100%
health	0	0	100%	78%
interview	6	0	33%	50%
postings	18	0	86%	67%

7 Classifications View in table
Precision less than 75%
7 classifications have issues

12 Classifications View in table
Recall less than 75%
12 classifications have issues

System suggests areas for improvements

Statistics



Records Management Journal

ISSN: 0956-5698
Online from: 1989
Subject Area: Information & Knowledge Management

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Assisting the appraisal of e-mail records with automatic classification

Article Options and Tools

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References (62)

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[Inge Alberts](#) , (School of Information Studies, University of Ottawa, Ontario, Canada)

Citation: [André Vellino, Inge Alberts, \(2016\) "Assisting the appraisal of e-mail records with automatic classification", Records Management Journal, Vol. 26 Issue: 3, pp.293-313, doi: 10.1108/RMJ-02-2016-0006](#)

DOI <http://dx.doi.org/10.1108/RMJ-02-2016-0006>

Downloads: The fulltext of this document has been downloaded 483 times since 2016

Abstract: Purpose

This paper aims to investigate how automatic classification can assist employees and records managers with the appraisal of e-mails as records of value for the organization.

Statistics

- Advantages : rules function on roles or procedures, whereas auto-classification is based on the content itself; no need to strictly define a rule
- Disadvantages : need to feed good examples, tends to functions only within a “big bucket” strategy

What to do with the filing plan ?

Common Nomenclature	04.04.02	Public health
	04.04.03	Food security
D G S P E C I F I C	04.04.03.050	Food legislation
	04.04.03.050.020	Packaging of food products
	04.04.03.050.020.010	Information for consumers on food packaging
	04.04.03.050.020.020	Nutritional information
	04.04.03.050.020.030	National notifications

Happy marriage ?

- Automation of registration and filing : depends on the complexity of your organisational activities
- Prepare for a very long and expensive dating process !
- Need for a well-built but radically simplified filing plan + retention rules

“

All the automated approaches described in this report and plan depend on having a solid records management policy and program foundation in place to guide them. Automation is a tool, not a replacement for a professional records and information management program.

— NARA, 2014

Start dating !

- Automation is inevitable - we need it !
- But ... develop a nuanced view by experimenting on your own
- Best dating partners :
 - Machine Learning community => Topic Modeling
 - Semantic Web community => SKOS



sample_fr

Search

Name		Date Modified	Size	Kind
1958_0002_COM_1958_0059_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	1 KB	Document
1958_0003_COM_1958_0076_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	2 KB	Document
1958_0010_COM_1958_0212_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	4 KB	Document
1958_0010_COM_1958_0221_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	53 KB	Document
1958_0021_COM_1958_0109_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	584 bytes	Document
1959_0005_COM_1959_0063_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	6 KB	Document
1959_0007_COM_1959_0089_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	18 KB	Document
1959_0008_COM_1959_0105_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	5 KB	Document
1959_0013_COM_1959_0010_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	631 bytes	Document
1959_0015_COM_1959_0029_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	584 bytes	Document
1959_0019_COM_1959_0089_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	584 bytes	Document
1960_0006_COM_1960_0056_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	12 KB	Document
1960_0007_COM_1960_0063_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	132 KB	Document
1960_0018_COM_1960_0127_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	33 KB	Document
1960_0020_COM_1960_0156_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	150 KB	Document
1960_0037_COM_1960_0105_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	941 bytes	Document
1960_0043_COM_1960_0173_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	584 bytes	Document
1961_0027_COM_1961_0196_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	19 KB	Document
1962_0027_COM_1962_0101_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	41 KB	Document
1962_0067_COM_1962_0299_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	68 KB	Document
1963_0002_COM_1963_0012_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	8 KB	Document
1963_0008_COM_1963_0037_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	51 KB	Document
1963_0015_COM_1963_0069_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	10 KB	Document
1963_0019_COM_1963_0080_XM_PACKAGE 1.txt_fr	✓	09 Jun 2016 11:59	54 KB	Document
1963_0024_COM_1963_0103_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	75 KB	Document
1963_0028_COM_1963_0112_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	76 KB	Document
1963_0041_COM_1963_0163_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	10 KB	Document
1963_0044_COM_1963_0182_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	25 KB	Document
1963_0044_COM_1963_0184_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	9 KB	Document
1963_0080_COM_1963_0336_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	13 KB	Document
1963_0100_COM_1963_0403_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	10 KB	Document
1963_0107_COM_1963_0423_XM_PACKAGE.txt_fr	✓	09 Jun 2016 11:59	4 KB	Document

Favorites
 Dropbox
 Documents_DB
 All My Files
 iCloud Drive
 AirDrop
 Applications
 Desktop
 Downloads
 Library
 Teaching
 Deboeck
 California
 Publicaties
 Ipad_reads
Devices
 Remote Disc
Tags
 Red
 Orange
 Yellow
 Green
 Blue
 Purple

1970_0016_COM_1970_0110_XM_PACKAGE.txt_fr - /Users/Seth/Dropbox/Documents_DB/Research data/EU_Comm_txt_samples/sample_fr

New Open Save Close

Q Search Live Find Advanced Find Info

1970_...E.txt_fr

1 Conformément au règlement (CEE, Euratom) n° 354/83 du Conseil du 1er février 1983 concernant
· l'ouverture au public des archives historiques de la Communauté économique européenne et de la
· Communauté européenne de l'énergie atomique (JO L 43 du 15.2.1983, p. 1), tel que modifié par le
· règlement (CE, Euratom) n° 1700/2003 du 22 septembre 2003 (JO L 243 du 27.9.2003, p. 1), ce
· dossier est ouvert au public. Le cas échéant, les documents classifiés présents dans ce dossier
· ont été déclassifiés conformément à l'article 5 dudit règlement.

2 Bruxelles , le 4 février 1970

3 REGLEMENT (CEE) N° 209/70 DE LA COMMISSION du 4 février 1970

4 fixant , pour la campagne 1969/ 1970 » le prix d' achat minimum des oranges livrées à l'industrie
· et le montant de

5 du 4 février 1970

6 fixant , pour la campagne 1969/ 1970 » I e prix d' achat minimum des oranges

7 livrées à l'industrie et le montant de la compensation financière à la transformation de ces
· oranges

8 considérant qu'aux

9 vu le traité instituant la Communauté économique européenne,

10 vu le règlement (CEE) n° 2601/69 du Conseil, du 18 décembre 1969» prévoyant des mesures spéciales
· en vue de favoriser

11 le recours à la transformation pour certaines variétés d'oranges^, et notamment ses articles 2
· paragraphe 3 et

12 termes de l'article 2 du règlement (CEE) n° 2601/69 le prix

13 minimum que, dans le cadre des contrats, les transformateurs doivent payer aux

14 producteurs est calculé sur la base du prix d'achat, majoré de 10 fa du prix de

15 "base, valable pour les variétés qui de par leurs caractéristiques sont normale

16 ment orientées vers la transformation; que les produits concernés étant les

17 oranges de la variété Biondo comune il convient que le prix minimum soit fixé

18 sur la base du prix d'achat moyen des trois derniers mois de la campagne en cours -

Saved: 9 June 2016 at 11:59 · Length: 376.424 · Encoding: Unicode (UTF-8)

	A	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	Topic Number	Salient tokens													
2	0	amounts	cereals	compensatory	products	rice	wheat	applicable	regulation	amount	eec	refund	falling	weight	referred
3	1	fund	decision	council	assistance	social	article	european	operations	february	training	regulation	persons	application	financial
4	2	article	member	provisions	states	paragraph	commission	council	directive	measures	proposal	laid	referred	state	provided
5	3	commission	council	committee	decision	european	community	member	states	draft	proposal	economic	opinion	concerning	treaty
6	4	securities	quantitative	textiles	authorities	arrangement	products	community	textile	limits	units	zealand	quotation	ciuts	agreement
7	5	directive	products	substances	product	annex	sea	medicinal	foodstuffs	acid	mediterranean	solution	health	laws	content
8	6	products	customs	weight	tariff	fruit	duties	ii	sugar	exceeding	falling	heading	common	content	net
9	7	tax	project	taxable	will	rate	amount	oil	services	taxation	system	supplies	production	excise	equipment
10	8	including	products	heading	articles	machines	parts	apparatus	metal	falling	ii	example	kind	paper	machinery
11	9	product	vehicles	tha	produot	agreement	motor	froa	bureaux	territory	produota	republic	based	including	nr
12	10	contract	credit	contracts	insurer	amount	guarantee	payment	insured	grouping	export	loss	works	bank	commercial
13	11	agreement	community	european	trade	economic	products	republic	negotiations	imports	article	council	cooperation	parties	commission
14	12	contracting	party	parties	agreement	agent	operating	executive	committee	task	agency	will	participants	article	operation
15	13	test	gas	pressure	directive	equipment	water	appliance	type	tests	measuring	inspection	requirements	appliances	conditions
16	14	increase	community	production	countries	prices	year	situation	will	market	world	total	level	price	increased
17	15	description	products	de	member	port	airport	fabrics	destination	european	communities	address	state	handicrafts	tariff
18	16	member	states	state	directive	law	national	undertakings	community	legal	provisions	rights	laws	territory	authorities
19	17	convention	protocol	agreement	article	treaty	council	force	states	commerce	accession	government	provisions	member	international
20	18	holdings	income	farm	labour	ua	ha	family	survey	pigs	land	alu	returning	poultry	paid
21	19	regulation	eec	article	regard	council	commission	community	european	products	amended	states	treaty	applicable	member
22	20	project	subsidy	aid	guidance	agricultural	regulation	eec	fund	granted	will	article	application	eaggf	construction
23	21	products	countries	community	tariff	states	preferences	member	islands	article	imports	quotas	duties	territories	commission
24	22	member	quota	states	community	tariff	share	state	shares	tons	reserve	metric	initial	commission	article
25	23	coal	steel	decision	ecsc	treaty	will	market	undertakings	article	commission	industry	aid	iron	production
26	24	fishing	fish	staff	community	fishery	species	annex	sea	allowance	servants	catch	officials	conditions	ii
27	25	products	originating	protocol	manufacture	certificate	article	goods	movement	customs	community	exceed	product	joint	conditions
28	26	tho	bo	cf	tha	ir	ar	ii	ia	ho	io	en	ti	cr	er
29	27	amounts	meat	compensatory	beef	animals	veal	eggs	amount	regulation	monetary	bovine	eec	weight	poultry
30	28	price	prices	market	year	marketing	intervention	sugar	production	wine	community	fixed	products	common	quality
31	29	aid	milk	food	powder	skimmed	tons	countries	community	metric	programme	commission	supply	council	butteroil
32	30	european	data	projects	industry	programme	community	development	processing	will	aircraft	statistics	study	national	market
33	31	social	workers	employment	training	work	benefits	working	women	health	labour	action	migrant	security	family
34	32	tender	intervention	invitation	butter	tenders	export	agency	decision	market	minimum	levy	article	price	tenderer

Topic Distribution	Human input - topic	Salient tokens					
3.437	coal and steel industry aid	coal	steel	aid	ecsc	industry	commission
0.03107	free trade	tax	trade	duty	community	mark	price
0.0255	education	education	training	social	european	activities	poverty
0.02627	employment policies	employment	workers	work	social	working	labour
0.02604	energy production	energy	oil	coal	gas	community	support
0.01482	food trade	gatt	tariff	cheese	products	trade	concessions
0.02795	agricultural aid	aid	agricultural	measures	areas	number	production

Human input - topic	EuroVoc URI	Label	Salient tokens		
coal and steel industry aid	http://eurovoc.europa.eu/852	ECSC aid	coal	steel	aid
free trade	http://eurovoc.europa.eu/3584	trade restriction	tax	trade	duty
education	http://eurovoc.europa.eu/668	education	education	training	social
employment policies	http://eurovoc.europa.eu/217190	employment policy	employment	workers	work
energy production	http://eurovoc.europa.eu/2715	energy production	energy	oil	coal
food trade	http://eurovoc.europa.eu/2446	food policy	gatt	tariff	cheese
agricultural aid	http://eurovoc.europa.eu/2965	aid to agriculture	aid	agricultural	measures

ECSC aid

[RDF/XML](#) [TURTLE](#) [CONTRIBUTE](#) [MAP](#)

16 ECONOMICS

MT 1606 economic policy

BT1 EU aid

BT2 economic support

RT ECSC loan [1021]

URI <http://eurovoc.europa.eu/852>

LANGUAGE EQUIVALENTS

BG помощ на Европейско обединение за въглища и стомана

ES ayuda CECA

CS pomoc Evropského společenství uhlí a oceli

DA EKSF-støtte

DE EGKS-Beihilfe

ET ESTÜ abi

EL ενισχύσεις ΕΚΑΧ

EN ECSC aid

FR aide CECA

GA ECSC aid *(under translation)*

HR potpora EZUČ-a

IT aiuto CECA

LV EOTK palīdzība

LT EAPB pagalba

HU ESZAK-segély

MT għajnuna KEFA

NL EGKS-steun

PL pomoc EWWS

PT auxílio CECA

RO ajutor CECA

SK pomoc ESMC

Value of TM ?

- Results of TM can provide metadata to navigate across large corpora without metadata (dump of a share drive etc)
- Useful to collect vocabulary when building a filing plan
- Above all : helps to understand possibilities and limits of the statistical approach of Machine Learning

The Programming Historian

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2012-09-02

Getting Started with Topic Modeling and MALLET

By Shawn Graham , Scott Weingart and Ian Milligan

*Reviewed by John Fink, Alan MacEachern, and Adam Crymble
Recommended for Intermediate Users*

Editor's Note

This lesson requires you to use the command line. If you have no previous experience using the command line you may find it helpful to work through the Programming Historian [Bash Command Line](#) lesson.



ulbestic / topic-modeling-tool-FR

Unwatch 6

Star 2

Fork 1

Code

Issues 0

Pull requests 0

Projects 0

Wiki

Pulse

Graphs

Settings

Fork of topic-modeling-tool with possibility of custom --token-regex option. Works with French.

Edit

Add topics

15 commits

1 branch

1 release

1 contributor

Branch: master

New pull request

Create new file

Upload files

Find file

Clone or download

faustusdotbe DOI

Latest commit 55f8f83 on Dec 4, 2015

src	added field for custom regex thanks to marijn	2 years ago
target	added field for custom regex thanks to marijn	2 years ago
README.md	DOI	a year ago
pom.xml	files	2 years ago

README.md

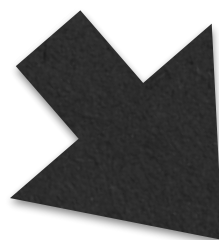
topic-modeling-tool-FR

DOI 10.5281/zenodo.30704

Fork of topic-modeling-tool --token-regex option. Now generates UTF-8 html pages.

Added a regex field allowing to specify a custom --token-regex.

```
//      String[] temp1 = {"--input",inputDir,"--output",collectionPath,"--keep-sequence"};
//      String regex = "[\\p{L}\\p{P}]*\\p{L}";
String regex = regexTfield.getText();
String[] temp1 = {"--input", inputDir, "--output", collectionPath, "--keep-sequence", "--token-regex", re
```



SKOS Home
» Introduction to SKOS
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RDF Vocabularies
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Introduction to SKOS

SKOS is an area of work developing specifications and standards to support the use of knowledge organization systems (KOS) such as thesauri, classification schemes, subject heading systems and taxonomies within the framework of the Semantic Web.

SKOS & RDF

SKOS provides a standard way to represent knowledge organization systems using the [Resource Description Framework \(RDF\)](#). Encoding this information in RDF allows it to be passed between computer applications in an interoperable way.

Using RDF also allows knowledge organization systems to be used in distributed, decentralised metadata applications. Decentralised metadata is becoming a typical scenario, where service providers want to add value to metadata harvested from multiple sources.

Status & Development

The [SKOS Specifications](#) are currently published as W3C Recommendations, which means that they are in stable state. See the [SKOS Home Page](#) for up-to-date information on SKOS developments.

Community & Participation

All SKOS-related development work is now carried out via the public-esw-thes@w3.org mailing list which is a completely open and

Page Contents

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- ▾ [Status & Development](#)
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Value of SKOS ?

- No longer keep filing plans + retention rules imprisoned in RDMS or Excel
- Basis to see how the functional descriptive model could interact with the subject-based approach of thesauri, in order to boost auto-classification

Let's work together

- We need more open-source tools and test corpora
- Lack of benchmarking opportunities both for the user community and the software vendors
- => Allow ULB to work on your records

Relevant links

- [Paper on the usage of Topic Modeling applied on EC's archival holdings](#)
- [Vellino & Alberts paper on auto-classification of email](#)
- [NARA report on the automation of Records Management](#)
- [Topic Modeling tutorial for historians](#)
- [Topic Modeling tool Simon Hengchen](#)

Contact

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- Looking for trainees / employees ?
- Collaborate on case-studies ?