Sites Field Descriptions

10/05/2017

Accession#	This is the controlling number of the collections. It relates a site to an Accession. [ACCESSNO : Character (15)]
Additional Location Details	Use this unlimited notes field to enter any addition details about the sites location. [LOCNOTES : Memo]
Address Line 1	Line one of the physical address of the site. [ADDRESS1 : Character (50)]
Address Line 2	Line two of the physical address of the site. [ADDRESS2 : Character (50)]
Associated Archives	A check in this box indicates that this is the paperwork that is associated with the site. [ARCHIVE : Logical]
Caption1	Image Management: Enter a caption for the image. [CAPTION1 : Character (30)]
Caption2	Image Management: Enter a caption for the image. [CAPTION2 : Character (30)]
Caption3	Image Management: Enter a caption for the image. [CAPTION3 : Character (30)]
Caption4	Image Management: Enter a caption for the image. [CAPTION4 : Character (30)]
Caption5	Image Management: Enter a caption for the image. [CAPTION5 : Character (30)]
Caption6	Image Management: Enter a caption for the image. [CAPTION6 : Character (30)]
Ceramics	A check in this box indicates the presence of ceramic or pottery fragments or artifacts that are made of ceramics are in the site. [CERAMICS : Logical]
Charcoal	A check in this box indicates there are samples of charred organic materials. They are often collected to use for radiocarbon samples. [CHARCOAL : Logical]
City	Enter the city of the site. [CITY : Character (30)]
Controlling Agency	This is the institution that has control over the collections. The entry would consist of agency names such as "Burke Museum", or "National Parks Service", or "Washington State Parks and Recreation Commission". [AGENCY : Character (60)]
Country	Enter the country of the site. [COUNTRY : Character (25)]
County	Enter the county of the site. [COUNTY : Character (25)]
Description	Objects-Archaeology Screen-Site: This unlimited filed is used to describe the archaeological site. For example: "45-SJ-24 or English Camp is located on the eastern shore of Garrison Bay in a protected inlet. The archaeological shell midden underlies the grassy open area of the park referred to as the Parade Grounds (OP A) and the wooded region to the north (OP D)." [SITEDESC : Memo]
East/West	E indicates East Longitude, W indicates West Longitude. [EW : Character (1)]
Easting	UTM easting coordinates are referenced to the center line of the zone known as the central meridian. The central meridian is assigned an easting value of 500,000 meters East. Since this 500,000m value is arbitrarily assigned, eastings are sometimes referred to as "false eastings."

	[UTMEAST : Character (10)]
Electronic Cataloging Status	This is the status of the collection in terms of whether or not it has been cataloged in the museum database or not. The entry would consist of "yes", "no" or "partial". [ECSTATUS : Character (10)]
Elevation in Feet	Site Screen: Elevation in feet allows you to enter information about the highest point of the site in English measurement. [ELEVFT : Numeric (6)]
Elevation in Meters	Site Screen: Elevation in meters allows you to enter information about the highest point of the site in Metric measurement. [ELEVM : Numeric (6)]
Estimated Cubic Feet	This is the amount of space that the collection of objects takes up at the museum. The entry would consist of numbers such as "<1" or "5" or "861". [CUBICFEET : Character (10)]
Floatation Samples	A check in this box indicaters there were samples of soil taken from an excavation for the purpose of using water to separate out materials within the soil. [FLOATATION : Logical]
GPS Reading	GPS, or Global Positioning System, is a radio navigation system that allows users to determine their exact location, velocity, and time. On the ground, any GPS receiver contains a computer that "triangulates" its own position by getting bearings from three of the four satellites. The result is provided in the form of a geographic position - longitude and latitude - to, for most receivers, within a few meters. Indicate whether the latitude and longitude recorded on the site screen were derived by using a GPS device. Click on the appropriate radio button to indicate "Yes" or "no". [GPS : Numeric (1)]
Glass	A check in this box indicates the presence of glass fragments or artifacts made of glass in this site. [GLASS : Logical]
Historics	A check in this box indicates a catch-all category that includes plastics and buttons. [HISTORICS : Logical]
Horizontal Datum	A datum describes the model that was used to match the location of features on the ground to coordinates and locations on the map. Every map that shows a geographic coordinate system such as UTM or Latitude and Longitude with any precision will also list the datum used on the map. The Global Positioning System uses an earth centered datum called the World Geodetic System 1984 or WGS 84. WGS 84 was adopted as a world standard from a datum called the North American Datum of 1983 or NAD 83. For all practical purposes there is no difference between WGS 84 and NAD 83. [UTMHORZ : Character (10)]

Image (picture)	Image used for Report Maker Reports. [image1 : Character (60)]
Imagefile1	Name of associated image file (must include image subdirectory, e.g., "001\mypic.jpg") [IMAGE1 : Character (60)]
Imagefile2	Name of associated image file (must include image subdirectory, e.g., "001\mypic.jpg") [IMAGE2 : Character (60)]
Imagefile3	Name of associated image file (must include image subdirectory, e.g., "001\mypic.jpg") [IMAGE3 : Character (60)]
Imagefile4	Name of associated image file (must include image subdirectory, e.g., "001\mypic.jpg") [IMAGE4 : Character (60)]
Imagefile5	Name of associated image file (must include image subdirectory, e.g., "001\mypic.jpg") [IMAGE5 : Character (60)]
Imagefile6	Name of associated image file (must include image subdirectory, e.g., "001\mypic.jpg") [IMAGE6 : Character (60)]
Latitude (legacy)	This is a legacy latitude field where latitute was entered as text. [LATITUDE : Character (15)]
Latitude Degrees	Enter the Latitude degress as a number from 0 to 90. [LATDEG : Numeric (2)]
Latitude Minutes	Enter the latitude minutes and fraction of minutes as a decimal number. [LATMIN : Numeric (6;3)]
Legal Description	Use this unlimited notes field to write a description of the site that is complete and specific enough for an independent surveyor to locate and identify it. [LEGALDESC : Memo]
Length	Enter the approximate length of the site in meters or feet. [SITELENGTH : Character (20)]
Level Bags	A check in this box indicates there are bags of different materials found from one level of excavation. [BAGS : Logical]
Lithics	A check in this box indicates the presence of stone artifacts such as points or grinding stones in the site. [LITHICS : Logical]
Longitude (legacy)	This is a legacy longitude field where longitude was entered as text. [LONGITUDE : Character (15)]
Longitude Degrees	Enter the Longitude degress as a number from 0 to 180. [LONGDEG : Numeric (3)]
Longitude Minutes	Enter the longitude minutes and fraction of minutes as a decimal number. [LONGMIN : Numeric (6;3)]
Maps	List any maps in your collections that pertain to the site. [MAPS : Memo]
Metal	A check in this box indicates that metal fragments or artifacts made of metal were at the

	site. [METAL : Logical]
Modified Bone	A check in this box indicates the presence of tools made out of bone in the site. [MBONE : Logical]
North/South	N indicates North Latitude, S indicates South Latitude. [NS : Character (1)]
Northing	UTM northing coordinates are measured relative to the equator. For locations north of the equator the equator is assigned the northing value of 0 meters North. To avoid negative numbers, locations south of the equator are made with the equator assigned a value of 10,000,000 meters North. [UTMNORTH : Character (10)]
Notes	Use the notes field for any additional information that has not been recorded in any other field. [REMARKS : Memo]
Organics	A check in this box indicates the presence of materials such as wood samples or seed samples in the site. [ORGANICS : Logical]
Prime Meridian	Enter the prime meridian from which longitudinal measurements have been taken. The prime meridian is the meridian of zero longitude. The Greenwich Meridian was chosen as the Prime Meridian for international use at the International Meridian Conference, Washington, United States, 1884. [PM : Character (60)]
Principle Investigator Affiliation	This is the name of the business that the Principle Investigator was associated with during the project. The entry would consist of names such as "University of Washington" or "Washington State University". [AFFILIATE : Character (50)]
Principle Investigator/Collectors	This is the name of the person who supervised the project/excavation of the site. The entry would consist of names such as "Mary Parr" or lists of names such as, "Phillips, Laura, Parr, Mary L., and Stein, Dr. Julie K."". [COLLECTORS : Memo]
Project Name	This is the name of the Project that was performed at the Site. There may be several projects that occur at one site. The entry would consist of names such as, "McNary Project - River Basin Surveys", or "Wenatchee Bridge and Rail Retrofit Project". [PROJNAME : Character (75)]
Project Type	This is the type of work that was done at the site. The entry would consist of project types such as "Data Recovery" or "Survey" or "Non-Systematic". [PROJTYPE : Character (20)]
Project Year	This is the year the site was surveyed or excavated. The entry would consist of numbers such as "1985" or "1985-1998". [PROJYEAR : Character (10)]
Publications	List any publications about the site or publications in which images of artifacts recovered from the site are published. [PUBLISH : Memo]
Quarter	The intersection of Range lines and Township lines define 6 by 6 mile squares called Townships, which are divided into 36 sections. These are normally 1 by 1 mile squares. Sections are numbered from 1 to 36 for identification. Sections are broken into quarters. [QUARTER : Character (60)]

Radiocarbon Dates	This is a date given by scientifically analyzing charcoal from the site to give a time of occupation. The entry would consist of "4250-200 BP" or "yes". [CARBONDATE : Character (100)]
Range	Range - These occur at 6 mile intervals north and south of a baseline that is associated with each principal meridian. The position of the baseline for each principal meridian is also historical and arbitrary. Range values are normally whole numbers starting at 1, but some exceptions occur. Range lines are normally adjusted every 4th line to correct for the spherical nature of the earth. These are called guide meridians. [RANGE : Character (15)]
Re-housing Status	This is the status of the collection in terms of whether or not it has been re-housed in archival materials or whether it needs to be. The entry would consist of "yes", "no" or "partial". [RHSTATUS : Character (10)]
Section	The intersection of Range lines and Township lines define 6 by 6 mile squares called Townships, which are divided into 36 sections. These are normally 1 by 1 mile squares, but some are altered to correct for the spherical earth. [SECTION : Character (15)]
Sediment Samples	A check in this box indicates there were samples of soil taken from an excavation of a site. [SEDIMENT : Logical]
Shellfish	A check in this box indicates that shell samples were collected to determine the shellfish type at the site. [SHELLFISH : Logical]
Site Field 01	This is a user-defined field. You may create your own field name by going to Main Menu | Setup | Custom Fields. [UDF1 : Character (100)]
Site Field 02	This is a user-defined field. You may create your own field name by going to Main Menu | Setup | Custom Fields. [UDF2 : Character (100)]
Site Field 03	This is a user-defined field. You may create your own field name by going to Main Menu | Setup | Custom Fields. [UDF3 : Character (100)]
Site Field 04	This is a user-defined field. You may create your own field name by going to Main Menu | Setup | Custom Fields. [UDF4 : Character (100)]
Site Field 05	This is a user-defined field. You may create your own field name by going to Main Menu | Setup | Custom Fields. [UDF5 : Character (100)]
Site Field 06	This is a user-defined field. You may create your own field name by going to Main Menu | Setup | Custom Fields. [UDF6 : Numeric (12;3)]
Site Field 07	This is a user-defined field. You may create your own field name by going to Main Menu | Setup | Custom Fields. [UDF7 : Numeric (12;3)]
Site Field 08	This is a user-defined field. You may create your own field name by going to Main Menu | Setup | Custom Fields. [UDF8 : Date]
Site Field 09	This is a user-defined field. You may create your own field name by going to Main Menu | Setup | Custom Fields. [UDF9 : Date]

Site Field 10	This is a user-defined field. You may create your own field name by going to Main Menu | Setup | Custom Fields. [UDF10 : Memo]
Site Field 11	This is a user-defined field. You may create your own field name by going to Main Menu | Setup | Custom Fields. [UDF11 : Memo]
Site Name	Enter the name of the site. [NAME : Character (40)]
Site#	This field may be used to record the Smithsonian or other site number designation for an archaeological site. Site number is linked to the Site Information Screen. [SITENO : Character (30)]
State	Enter the two character state code. [STATE : Character (25)]
Township Name	Townships are named in reference to the Principal Meridian and a baseline. T2N refers to Township 2 North (of the baseline). Townships occur at 6 mile intervals east and west of the principal meridian. Township values are normally whole numbers starting at 1, but some exceptions occur. Township lines are normally adjusted every 4th line to correct for the spherical nature of the earth. These are called standard parallels. [TOWNSHIP : Character (60)]
Township#	Townships are named in reference to the Principal Meridian and a baseline. T2N refers to Township 2 North (of the baseline). Townships occur at 6 mile intervals east and west of the principal meridian. Township values are normally whole numbers starting at 1, but some exceptions occur. Township lines are normally adjusted every 4th line to correct for the spherical nature of the earth. These are called standard parallels. [TOWNSHIPNO : Character (15)]
Unmodified Bone	A check in this box indicates that bone samples were collected to determine animal type at the site. [UMBONE : Logical]
Updated	The last date and time the record was changed is automatically entered in this field. [UPDATED : Datetime]
Updated by	If you are using Security, the name of the last person to edit the record is automatically entered. [UPDATEDBY : Character (25)]
Width	Enter the width of the site. [SITEWIDTH : Character (20)]
Woven Organics	A check in this box indicates the presence of basketry fragments or other items that are made by weaving plant material. [WOVEN : Logical]
Zip Code	Enter the ZIP Code or Postal Code. [ZIP : Character (10)]
Zone	The UTM system divides the earth into 60 zones each 6 degrees of longitude wide. These zones define the reference point for UTM grid coordinates within the zone. UTM zones extend from a latitude of 80° S to 84° N. In the polar regions the Universal Polar Stereographic (UPS) grid system is used.

UTM zones are numbered 1 through 60, starting at the international date line, longitude 180°, and proceeding east. Zone 1 extends from 180° W to 174° W and is centered on 177° W.

Each zone is divided into horizontal bands spanning 8 degrees of latitude. These bands are lettered, south to north, beginning at 80° S with the letter C and ending with the letter X at 84° N. The letters I and O are skipped to avoid confusion with the numbers one and zero. The band lettered X spans 12° of latitude.

A square grid is superimposed on each zone. It's aligned so that vertical grid lines are parallel to the center of the zone, called the central meridian.

UTM grid coordinates are expressed as a distance in meters to the east, referred to as the "easting", and a distance in meters to the north, referred to as the "northing." [UTMZONE : Numeric (2)]