

# Introduction to Crosswalks (Dec 2025)

You may already have used a series of different categories (or metadata fields) to describe the items in your collection, for example if you arranged information in columns in a spreadsheet using a specific category for each column. A simple set of columns (metadata fields) used to describe a recording of a literary event might include the event title, organizer, date, readers, and place. It could look like this:

Field name	Event Name	Event Organizer	Date of Event	Readers	Place of Event
metadata	The Poetry Series	The Poetry Society	2019-01-08	John Smith, Carol Saunderson, Joe Burnett	Cafe Kaos

In the table above each column contains the name of a field and information that helps describe an event or the recording. This information is known as **metadata** (it is meta, because it's textual data about your AV data). Fields usually also have rules about what kind of information should be entered and in what format (or, grammar). The fields and their associated rules are known as a **schema**. Ensuring that the schema rules are followed makes metadata easier to work with and to integrate with other collections or systems.

The SpokenWeb collection has its own schema. In order to import your metadata into *our* data set, a **crosswalk** document must be created that maps your schema to ours. To do this you can consult our [SpokenWeb Core Fields documentation](#) or the complete documentation of all the fields in the SpokenWeb Metadata Schema [here](#).

Your crosswalk document will map as many of *your* fields as possible to the corresponding SpokenWeb fields.

A crosswalk between the sample schema above and the SpokenWeb schema would look like this:

Your schema	SpokenWeb schema
Event name	Title
Event organizer	Creator
Date of Event	Date
Readers	Contributor1 name [last name, first name]
	Contributor2 name
	Contributor3 name

Place of Event	Location - venue
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After creating the crosswalk, you will be able to reorganize your metadata in a new spreadsheet using the SpokenWeb columns.

In this example your spreadsheet would look like this:

Title	Creator	Creator role	Date	Date type	Contributor 1 name	Contributor 1 role	Contributor 2 name	Contributor 2 role	Contributor 3 name	Contributor 3 role	Location-venue
The Poetry Series	The Poetry Society	organizer	2019-01-08	performance	John Smith	reader	Carol Saunderson	reader	Joe Burnett	reader	Cafe Kaos

This example only uses a small set of fields in order to demonstrate the crosswalk process. To see the complete set of fields we ask for see the [SpokenWeb Core Fields documentation](#).