

## Important changes to Attribute Sets

Please note that there have been some important changes to attribute sets, with the introduction of *types*. These changes will ensure that as a PastView user, you are properly categorising your data.

### Attribute sets (to date)

Attribute sets in PastView act as a blueprint for data definitions, allowing the grouping of attributes into sets that describe an item or entity type.

An attribute set can be:

- Used to create an entity, defining the attributes and then the data that make up that entity.
- Applied to an item, which adds the attribute set's attributes to that item.

### Item and entity use (to date)

Until now, attribute sets could be freely used for items or entities.

While versatile, this has often resulted in the same attribute set being used for both items and entities, at the same time.

Since an attribute set is intended to define a data type (soldier, furniture, event, broadsheet newspaper, etc), using an attribute set for both items and entities reduces the effectiveness of defining the data type.

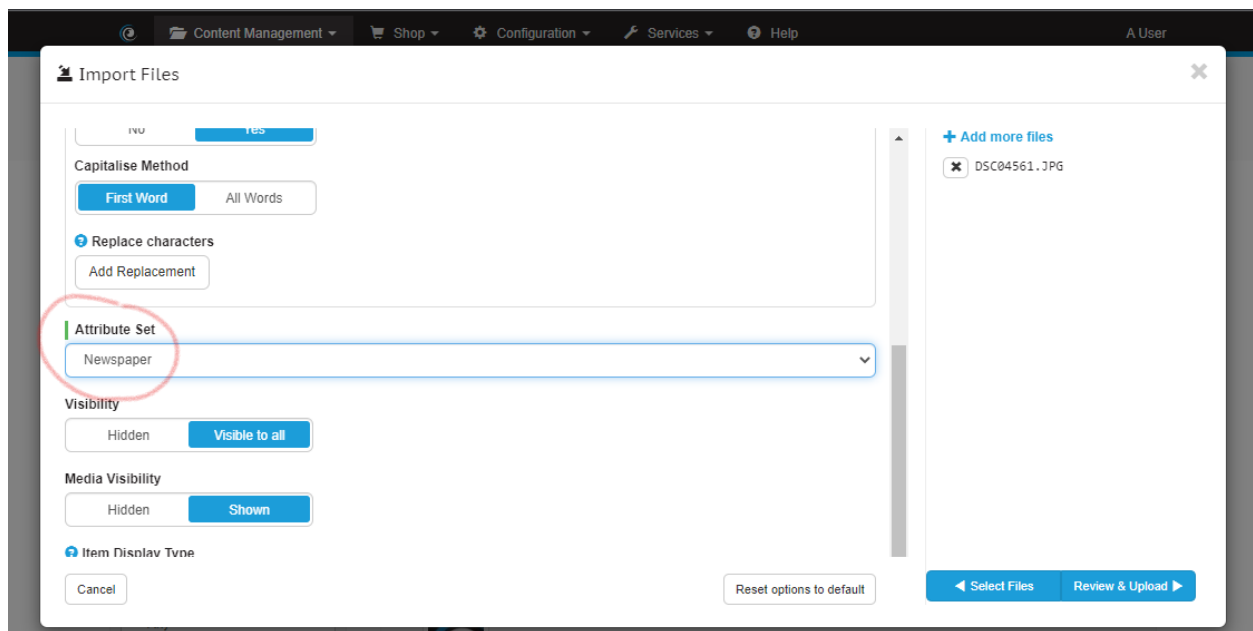
Attribute sets are also a core part of PastView's search, allowing the selection of a data type, and then its attributes, to apply filters to. This is only effective if the data being filtered is of a single type.

## So what's new?

We have made two changes to help you organise your digital collections better:

1. Attribute sets have been given a type: *item* or *entity*.
2. All new items are now required to have an attribute set assigned.

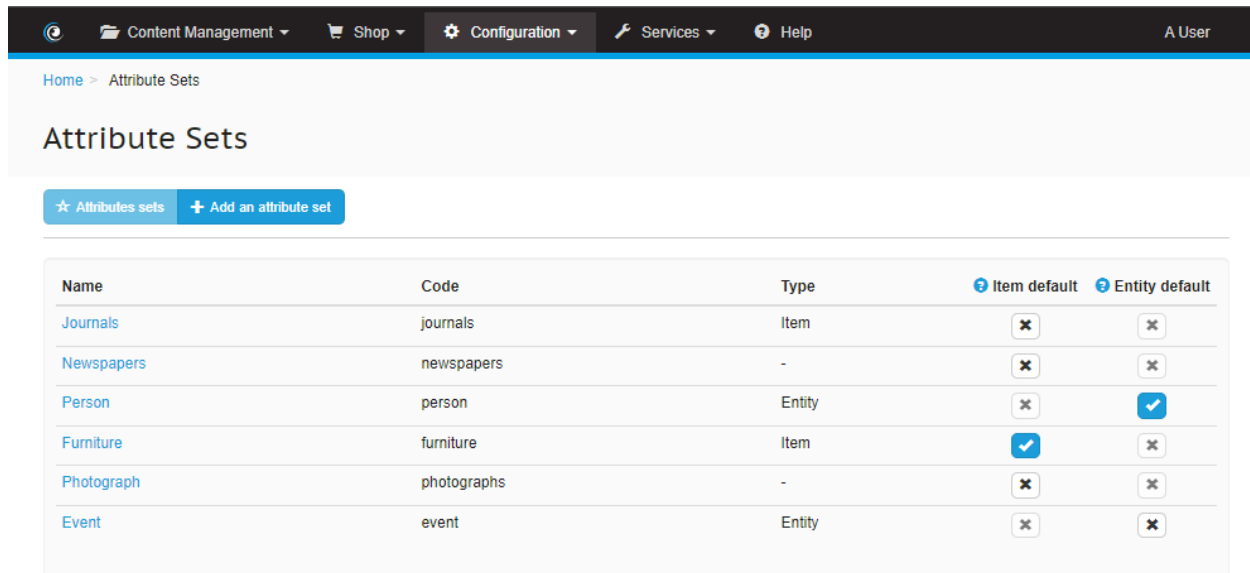
The latter point is important. The chosen attribute set should now be checked before importing new items:



When creating a new attribute set, you are required to select the type. This cannot be changed once created.

All of your existing attribute sets have now automatically been assigned a type; either *item* or *entity*, where possible. This type is displayed on the Attribute Sets screen (Configuration -> Attribute Sets).

Where an existing attribute set had previously had both items and entities assigned to it, the attribute set has been left with no type. This is represented on the attribute sets screen with a hyphen (-):



Name	Code	Type	Item default	Entity default
<a href="#">Journals</a>	journals	Item	<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">Newspapers</a>	newspapers	-	<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">Person</a>	person	Entity	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<a href="#">Furniture</a>	furniture	Item	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<a href="#">Photograph</a>	photographs	-	<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">Event</a>	event	Entity	<input type="checkbox"/>	<input type="checkbox"/>

You can set the type of an existing attribute set, where it has been left with no type, by following the steps below:

1. Choose a type and then click Save.
2. You will be asked how you would like to remove the objects of the other type, to reduce the attribute set to one type.
3. You will then be given the option to re-associate these objects to a different attribute set

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## Set Attribute Set Type: Entity

Person

★ Attributes sets + Add an attribute set ← Back to Person

To set this attribute set's type to **entity**, the items that use this attribute set will be disassociated.

**CAUTION**  
This attribute set is in use by 17 items.  
If you set this attribute set's type to entity, you will disassociate those items from this attribute set.  
Any attributes present on those items will remain, unless requested below.

I confirm that I want to disassociate 17 items from this attribute set and set this attribute set's type to entity.

I want to re-associate the items to the following attribute set:

I want to remove the attributes defined in this attribute set, from the 17 items.

For more information on the best way to handle this within your archive, [click here](#) to register your interest in our upcoming webinar. We will be providing a demonstration and practical guidance on how to update your digital collections. There will also be an opportunity to answer any questions that you may have.

## Additional Changes

### Items screen (Content Management -> Items):

Now has an attribute set filter for the search, which only shows item attribute sets (and attribute sets that do not have a type yet).

### Entities screen (Content Management -> Entities):

Now has an attribute set filter for the search, which only shows entity attribute sets (and attribute sets that do not have a type yet).