Archival Terminology

**Fonds** – all of the documents created by a person or organization and preserved (retained); related terms: manuscripts, papers, record groups

**Records** – documents created by a person or organization in the course of their day-to-day activities; documents exist in different media: paper, microfilm, photographs, drawings, maps, motion pictures, audio tape, video tape, electronic files

**Finding aid** – a document created to assist in retrieval of archival material; related terms: inventory, file list, archival description

Select on-line resources for archival materials

**Canada**
Canadian Council of Archives/ArchivesCanada  [www.ArchivesCanada.ca](http://www.ArchivesCanada.ca)
- fonds level descriptions from all provinces and territories
- virtual exhibits by province/territory, repository, subject or advanced search  [http://www.archivescanada.ca/english/virtual/search.asp](http://www.archivescanada.ca/english/virtual/search.asp)

Hudson’s Bay Company Archives (a division of the Archives of Manitoba)  [www.gov.mb.ca/chc/archives/hbca/](http://www.gov.mb.ca/chc/archives/hbca/)
- on-line finding aids to HBCo archival materials, advice to researchers
- “keystone archives database” will also search Archives of Manitoba holdings

Library and Archives Canada  [www.collectionscanada.ca](http://www.collectionscanada.ca)
- archives databases organized by subject  [http://www.collectionscanada.gc.ca/databases/index-e.html](http://www.collectionscanada.gc.ca/databases/index-e.html)

**Alberta**
Archives Society of Alberta/collections  [http://www.archivesalberta.org](http://www.archivesalberta.org)
- 3 databases for records in Alberta: fonds descriptions; photographs; textual records

Provincial Archives of Alberta  [https://hermis.alberta.ca/paa/](https://hermis.alberta.ca/paa/)
- 6 databases: government and private archives; photographs; library; cartographic; multimedia
**British Columbia**
Union of BC Indian Chiefs/resources  [www.ubcic.bc.ca/Resources](http://www.ubcic.bc.ca/Resources)
- publications, digitized archival materials, online exhibits

British Columbia Archives  [www.bcarchives.bc.ca](http://www.bcarchives.bc.ca)
- listings of government records and private records, including paper records, photographs, art, maps, sound recordings, motion picture and video recordings, research library holdings
- search by media

MemoryBC (Archives Association of BC)  [memorybc.ca](http://memorybc.ca)
- listings of archival materials in 180 public archives across BC
- search by keyword, subject, place name, repository

**Manitoba**
Saskatchewan/Manitoba Archival Information Network (SAIN/MAIN)
[http://scaa.usask.ca:10094/WebZ/Authorize?sessionid=0](http://scaa.usask.ca:10094/WebZ/Authorize?sessionid=0)
- search archival descriptions from Saskatchewan/Manitoba/Nunavut

**Northwest Territories/Yukon**
NWT Archives Council  [www.pwnhc.ca/nwtac/members.html](http://www.pwnhc.ca/nwtac/members.html)
- listing of archival institutions in the NWT, including websites
- Yukon and NWT archives databases

Prince of Wales Northern Heritage Centre/NWT Archives

**Nunavut**
Archive Council Nunavummi  [http://www.cdncouncilarchives.ca/nunavut.html](http://www.cdncouncilarchives.ca/nunavut.html)
- Founding documents of the archives council
- archival descriptions from repositories located in Nunavut can be found on SAIN/MAIN & ArchivesCanada.ca

- includes heritage project listings, enabling legislation (Nunavut Land Claims Agreement), contact information

**Saskatchewan**
Our Legacy  [http://scaa.sk.ca/ourlegacy/](http://scaa.sk.ca/ourlegacy/)
- database of material relating to First Nations, Métis, and Inuit peoples, found in Saskatchewan cultural and heritage collections
- participating institutions include University of Saskatchewan Archives and Poundmaker Historical Centre
- search within results: cultural region, treaty boundaries, place, subject, dates, format, book/thesis/archival, name