

Mukurtu – organising yourself at your desk to enter media



What to have ready

Computer browser	Media	Support Guides in folder(s)
Mukurtu open – https://archive.firstnationsmedia.org.au	Images to be uploaded in access copy format in an easily identified folder on the computer	How to add media guide
Mukurtu logins and passwords available	List of URLs for videos and audio on Vimeo, YouTube, Soundcloud, ICTV Play and Indigitube to be added	Mukurtu fields guide
AIATSIS Pathways - https://thesaurus.aiatsis.gov.au/	Filled in metadata preparation forms for media to be uploaded or added	Mukurtu taxonomies guide
		Organisation’s policy documents, for example: <ul style="list-style-type: none"> • How names are structured • Other • Other