

Keywords

General keywords are provided in a drop down list on Portfolio. The Colleges, Schools, Departments, and Sub Departments, Campus Buildings, and Libraries are listed here for formatting reference. While the Subject:Keyword field is uncontrolled, consistency in naming still remains important. **For example, persons' names are always listed "Last Name, First Name"**. Please select as many keywords that fit the asset.

- [General](#)
- [Colleges, Schools, Departments, Sub-Departments](#)
- [Campus Buildings](#)
- [Libraries](#)