DAACS Cataloging Manuals document how artifacts, contexts, features, objects and images are cataloged into the DAACS database. They provide information not only about artifact identification but also about how each database field is used and how data should be entered into that field.

The DAACS database was developed by Jillian Galle and Fraser Neiman, in collaboration with members of the DAACS Steering Committee. The Faunal Module of the DAACS database was developed in direct collaboration with Dr. Joanne Bowen, Colonial Williamsburg’s Director of Zooarchaeology (emeritus) and Mr. Greg Brown, formerly of Colonial Williamsburg. The data structures and authority terms are taken directly from the Faunal Analysis database design by Dr. Bowen and Mr. Brown.
## INTRODUCTION

FAUNAL CATALOGING PROTOCOLS FOR THE NON-SPECIALIST

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- **Taxon Name**
- **Element Name**
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- **Weight**
- **Location**
- **Descriptor**
- **Fusion**
- **Relative Size**
- **Sex**
- **Chewing Type**
- **Chewing Location**
- **Fresh Break?**
- **Identifier**
- **Date Identified**
- **Notes**

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- **Tooth Wear**

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INTRODUCTION

The DAACS faunal tables were produced in conjunction with Joanne Bowen, Greg Brown, and Steve Atkins of Colonial Williamsburg and are based on Colonial Williamsburg’s CWBONE program. Their assistance with the DAACS faunal tables is greatly appreciated.

This document provides basic explanations for fields in the DAACS faunal tables. In many cases, a simple list of authority terms available for a field is presented. For those fields where the number of authority terms is large (some fields have hundreds of possible values), individual terms are not listed in this document. Rather, a general explanation for the field is given. Where applicable, publications that present standard faunal analysis coding systems used in these tables are referenced.

To date, all of the faunal data presented via the DAACS website has been generated by Mr. Steve Atkins, Dr. Joanne Bowen, Mr. Greg Brown, and Ms. Dessa Lightfoot, zooarchaeologists at Colonial Williamsburg’s Zooarchaeology Laboratory. Zooarchaeologists Susan Andrews Trevathen and Elizabeth Reitz have also contributed data to DAACS.

There are faunal data in the DAACS database that are not presented online that have been generated by archaeologists who have had a range of training in faunal analysis, from none to some graduate courses and practical experience. Data generated by non-zooarchaeologists, or non-specialists, provide only very conservative and general descriptors, with many data fields not recorded.

Please note that faunal cataloging protocols are presented below for two levels of users: the trained zooarchaeologist and the cataloger who may have only some, if any, training in faunal analysis and who is not a faunal specialist.

FAUNAL CATALOGING PROTOCOLS FOR THE NON-SPECIALIST

1. MAIN FAUNAL TABLE

ARTIFACT ID

Automatically generated number.
1.2 **Artifact Count**
Number of bones batched under this artifact ID. Batching occurs by Taxon and no other fields.

1.3 **Reliability**
Always select N/R for “Not Recorded”.

1.4 **Taxon Name**
This field is a combination of the Latin taxon name followed by the English taxon name. Choose **ONLY** the following Taxon from the pull-down list in the database.

<table>
<thead>
<tr>
<th>Taxon Name</th>
<th>Latin</th>
<th>English</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class Crustacea Crustacean</td>
<td>Class Crustacea</td>
<td>Crustacean</td>
</tr>
<tr>
<td>Class Osteichthyes Bony Fish</td>
<td>Class Osteichthyes</td>
<td>Bony Fish</td>
</tr>
<tr>
<td>Class Amphibia Amphibian</td>
<td>Class Amphibia</td>
<td>Amphibian</td>
</tr>
<tr>
<td>Class Reptilia Reptile</td>
<td>Class Reptilia</td>
<td>Reptile</td>
</tr>
<tr>
<td>Class Aves Bird</td>
<td>Class Aves</td>
<td>Bird</td>
</tr>
<tr>
<td>Class Mammalia Mammal</td>
<td>Class Mammalia</td>
<td>Mammal</td>
</tr>
<tr>
<td>Subphylum Vertebrata Other Vertebrate</td>
<td>Subphylum Vertebrata</td>
<td>Other Vertebrate</td>
</tr>
</tbody>
</table>

1.5 **Element Name**
Choose **ONLY** the following Elements from the pull-down list in the database. We highly recommend selecting Unidentified when uncertain about element type.

<table>
<thead>
<tr>
<th>Element</th>
</tr>
</thead>
<tbody>
<tr>
<td>Antler</td>
</tr>
<tr>
<td>Baculum</td>
</tr>
<tr>
<td>Claw</td>
</tr>
<tr>
<td>Cranium</td>
</tr>
<tr>
<td>Mandible</td>
</tr>
<tr>
<td>Maxilla</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>----------------</td>
</tr>
<tr>
<td>Rib</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Vertebra</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td><strong>Unidentified</strong></td>
</tr>
</tbody>
</table>

**1.6 Symmetry**
Always select N/R for “Not Recorded”.

**1.7 NISP**
Leave this field blank.

**1.8 Weight**
Recorded in grams. If the bones are batched, record batched weight.

**1.9 Location**
Always select N/R for “Not Recorded”.

**1.10 Descriptor**
Always select N/R for “Not Recorded”.

**1.11 Fusion**
Always select N/R for “Not Recorded”.

**1.12 Relative Size**
Always select N/R for “Not Recorded”.

**1.13 Sex**
Always select N/R for “Not Recorded”.
1.14 **Chewing Type**  
Always select N/R for “Not Recorded”.

1.15 **Chewing Location**  
Always select N/R for “Not Recorded”.

1.16 **Fresh Break?**  
Always select N/R for “Not Recorded”.

1.17 **Identifier**  
Leave blank.

1.18 **Date Identified**  
Automatically updated.

1.19 **Notes**  
We understand that some non-specialists may have taken classes in faunal analysis and may be able to identify more specific Taxons, Elements, butchery methods, etc. You may use the notes field to include your thinking on the bone.

2. **Tooth Information Table**

2.1 **Tooth Type**  
Always select N/R for “Not Recorded”.

2.2 **Tooth Wear**  
Always select N/R for “Not Recorded”.

3. **Condition**

3.1 **Disease or Trauma**  
Always select N/R for “Not Recorded”.
3.2 Weathered
Always select N/R for “Not Recorded”.

3.3 Burned
Always select N/R for “Not Recorded”.

3.4 Condition
Always select N/R for “Not Recorded”.

4. Butcher and Cut Information Table

4.1 Butcher Method
Always select N/R for “Not Recorded”.

4.2 Butcher Location
Always select N/R for “Not Recorded”.

4.3 Butcher Direction
Always select N/R for “Not Recorded”.

4.4 No. of Marks
Always select N/R for “Not Recorded”.

4.5 Cut Type
Always select N/R for “Not Recorded”.

4.6 Cut Location
Always select N/R for “Not Recorded”.

4.7 Cut Direction
Always select N/R for “Not Recorded”.
5. Measurement Table

5.1 Measuring Description
Leave all measurement fields blank.

Faunal Cataloging Protocols for the Zooarchaeologist

1. Main Faunal Table

1.2 Artifact ID
Automatically generated number.

1.2 Artifact Count
Number of bones batched under this artifact ID.

1.3 Reliability
Always select cf,

1.4 Taxon Name
Choose from the pull-down list in the database. Enter the most specific taxon to which the bone can be identified.

1.5 Element Name
Choose the most specific element name possible from the pull-down list.

1.6 Symmetry
Choose “left,” “right,” or “axial” (centerline of body) if the bone can be sided. Otherwise, enter “indeterminate.”

1.7 NISP
Number of identified specimens.
1.8 **Weight**
Recorded in grams.

1.9 **Location**
Indicates which fraction of an element is present.

1.10 **Descriptor**
Indicates the presence of diagnostic features on specific elements (such as particular processes, tuberosities, etc.). The Descriptor is a combination of the Element Name and Descriptor. For example, “Fibula: Head”, “Humerous: Deltiod Crest”, etc. Type the element name into the Descriptor field and the Descriptor authority terms associated with that element will appear. Select the correct Descriptor.

1.11 **Fusion**
There are two sets of fusion terms:

For bones with only one epiphysis (such as scapula, innominate, metapodials, phalanges, etc.):

  "Fused"
  "Unfused"
  "Fusing"

For bones with two epiphyses (such as humerus, radius, femur, tibia, fibula, etc.):

  "Proximal fused, distal fused"
  "Proximal fused, distal fusing"
  "Proximal fused, distal unfused"
  "Proximal fused, distal indeterminate"
  "Proximal fusing, distal fused"
  "Proximal fusing, distal fusing"
  "Proximal fusing, distal unfused"
  "Proximal fusing, distal intermediate"
  "Proximal unfused, distal fused"
“Proximal unfused, distal fusing”
“Proximal unfused, distal unfused”
“Proximal unfused, distal indeterminate”
“Proximal indeterminate, distal fused”
“Proximal indeterminate, distal fusing”
“Proximal indeterminate, distal unfused”
“Indeterminate”

1.12 Relative Size

“Adult”
“Large adult size”
“Small adult size”
“Small and immature”
“Indeterminate”

1.13 Sex

“Male”
“Female”
“Indeterminate”

1.14 Chewing Type

“Carnivore”
“Human”
“Indeterminate”
“Multiple chewing types”
“Possibly chewed”
“Rodent”

1.15 Chewning Location
Where on the bone the chewing is noted:

“Anterior end of fragment” (ANT)
“Both ends of fragment” (BTH)
“Central part of fragment” (CEN)
“Distal end of fragment” (DSE)
“Indeterminate” (I)
“Posterior end of fragment” (PST)
“Proximal end of fragment” (PXE)

1.16 Fresh Break?
Simply indicate “yes,” “no,” or “probably”

2. Tooth Information Table

2.1 Tooth Type

“Adult “
“Deciduous”
“Indeterminate”

2.2 Tooth Wear
Indicates degree of eruption, and amount of wear if erupted. Tooth Wear authority terms are broken into four main groups: Bovid Mandibular Teeth, Bovid Maxillary Teeth, Equids, and All Other Animals. Tooth Wear terms are two part, the group and the wear type. For example: “Bovid Maxilliary Teeth: Early Wear,” “All Others: Early Wear,” “Equids: Worn to the Root,” “All Others: Worn to the Root”.

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Please note that there are four terms linked directly to Payne 1973’s Tooth Eruption Chart.

“Bovid Mandibular Teeth: See Payne 1973 #78”
“Bovid Mandibular Teeth: See Payne 1973 #79”
“Bovid Mandibular Teeth: See Payne 1973 #80”
“Bovid Mandibular Teeth: See Payne 1973 #81”

3. Condition

3.1 Disease or Trauma
Choose “yes,” “no,” or “probably”

3.2 Weathered
Choose “yes,” “no,” or “probably”

3.3 Burned
Choose “yes,” “no,” or “probably”

3.4 Condition
“Conserved,” “mended,” or “poor”

4. Butcher and Cut Information Table

4.1 Butcher Method

“Axed”
“Axed, probably”
“Sawed”
“Sawed, probably”
“Hacked”
“Hacked, probably”

4.2 Butcher Location
“Anterior end of fragment”
“Both ends of fragment”
“Central part of fragment”
“Distal end of fragment”
“Indeterminate”
“Posterior end of fragment”
“Proximal end of fragment”

4.3 Butcher Direction

“Diagonal”
“Longitudinal”
“Parallel to one another”
“Perpendicular to one another”
“Random”
“Transverse”

4.4 No. of Marks
Simply enter the number of cut marks observed.

4.5 Cut Type

“Cut”
“Cut, probable”
“Hack”
“Hack, probable”
“Knife”
4.6 Cut Location

“Anterior end of fragment”
“Both ends of fragment”
“Central part of fragment”
“Distal end of fragment”
“Indeterminate”
“Posterior end of fragment”
“Proximal end of fragment”

4.7 Cut Direction

“Diagonal”
“Longitudinal”
“Parallel to one another”
“Perpendicular to one another”
“Random”
“Transverse”

5. Measurement Table

5.1 Measuring Description
Indicates which specific points on which bones were measured using standard codes from:

von den Driesch, Angela
5.2 Measurement

Record measurement in millimeters.