

Accessioning, Transfer, and Ingest Workflow for Born-Digital Archives in Collecting Repositories

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The AIMS Project

- **Born Digital Collections: An Inter-Institutional Model for Stewardship**
- Two year project (2009–2011), funded by the **Andrew W. Mellon Foundation**
- Plan to **process and preserve** thirteen **born-digital** archival collections
- Creation of end-to-end workflows for born-digital archives: collection development, appraisal, arrangement, description, access, & preservation
- Development of a **Fedora**-based solution using the **Hydra** framework
- Fostering a **community of digital archivists** nationally & internationally

Goals

- Develop workflow for **accessioning, transfer, and ingest** of electronic records in collecting **manuscript repositories** into a **Fedora** storage/management environment
- Workflow **must allow for variation** in practices based on **institutional policy** and **national standards**
- Workflow must be applicable to both **existing backlogs** of digital records as well as **new transfers** from donors
- Workflow must be applicable regardless of storage media: **obsolete formats**, existing transfers on **network storage**, etc.

Methodology

- **OAIS Reference Model**
- **PAIMAS: Producer/Archive Interface Methodology Abstract Standard**, with clearly delineated roles: **donor** (custodian before transfer); **archivist** (OAIS "producer" role responsible for transfer to mss. repository)
- **Submission agreements**, based on schema designed by TAPER project
- **Pre-custodial intervention** when possible using donor survey, partially based on Paradigm project survey
- **Archival appraisal** based in part on technical success of transfer project

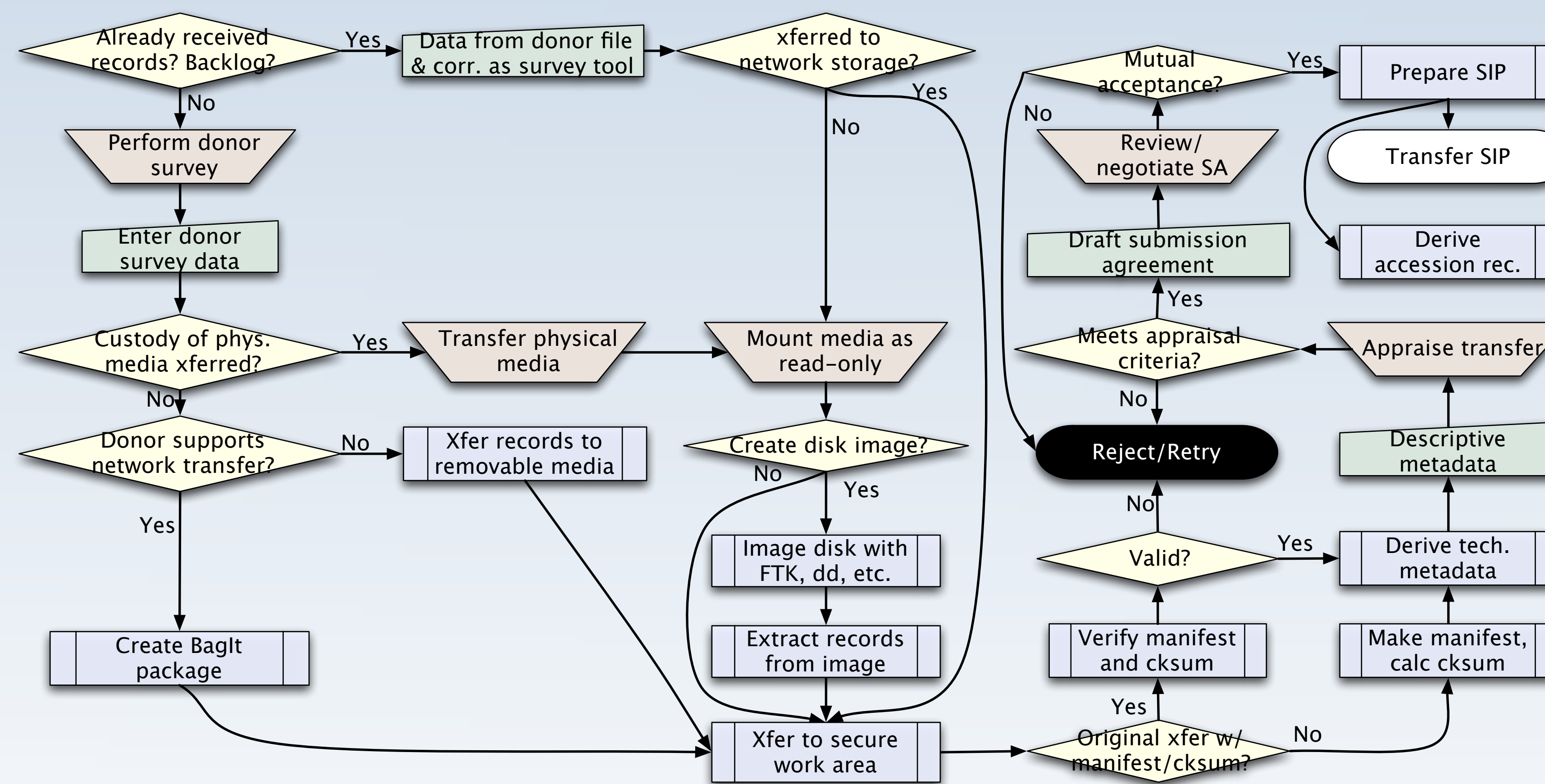
Future Work

- **Development of new software** and further analysis of existing tools to serve as reference implementations of workflow
- **Creation of sample submission agreements** using TAPER schema
- **Evaluating success of donor survey** from standpoint of working with donors as well as collection development staff
- **Testing workflow** with new transfers, accessions to existing collections, backlog
- **Integration** with other software such as **Archivists' Toolkit** and **CALM**

Participants



Workflow



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More Information:

<http://www2.lib.virginia.edu/aims/>

<http://born-digital-archives.blogspot.com/>