



Working with OAIS

Digital preservation in theory and
practice: the experience of
Archaeology Data Service / AHDS
Archaeology

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Working with OAIS: Overview

- What is the ADS?
- Functions of an OAIS?
- The Digital Pipeline
 - Submission (SIP)
 - Archive (AIP)
 - Dissemination (DIP)



What is the ADS?



‘... to support research learning and teaching with high quality and dependable digital resources’



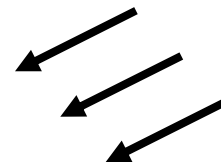
Archaeology wing of AHDS (AHDS Archaeology)

Funded by AHRC, JISC and others



The 4 things we do all day

- Digital preservation
- Guidance for data creators
- Access to data
- Guidance for funders



OAIS!!!!



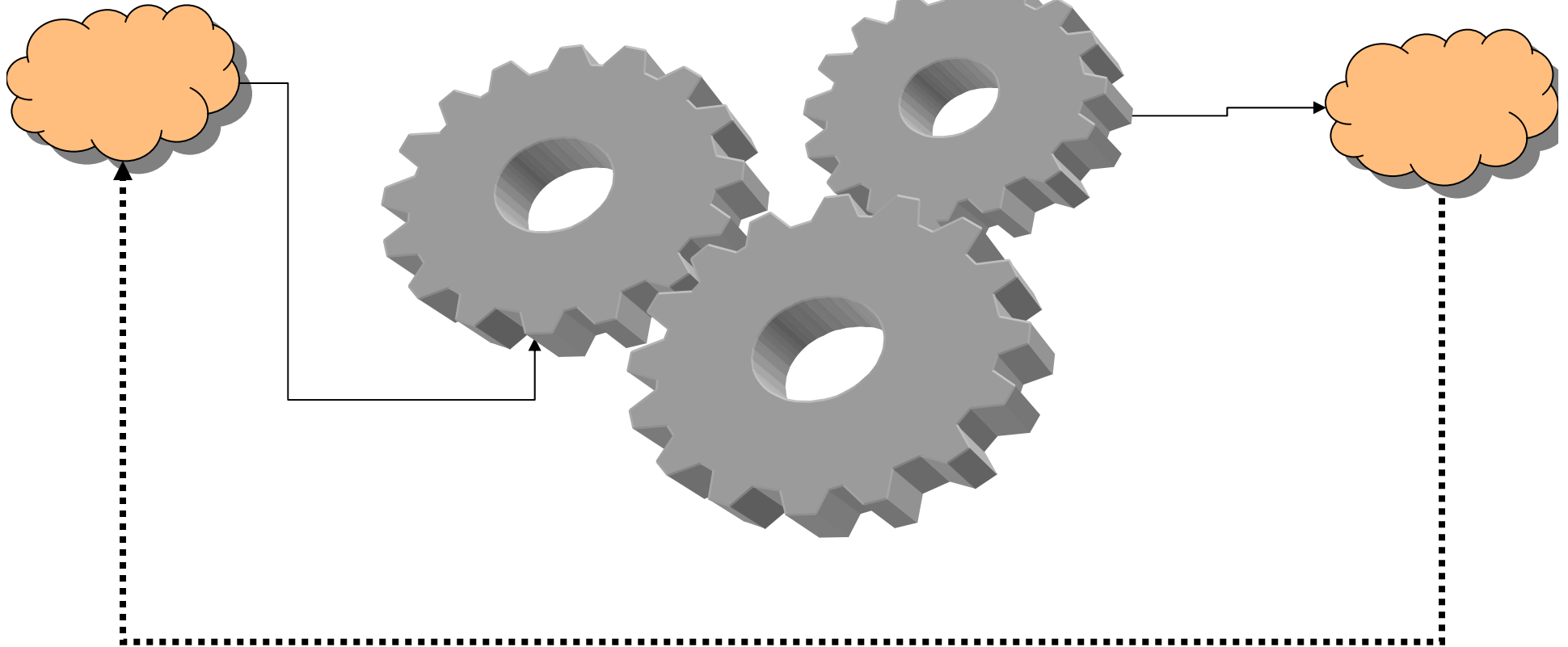
Core Functions in OAIS

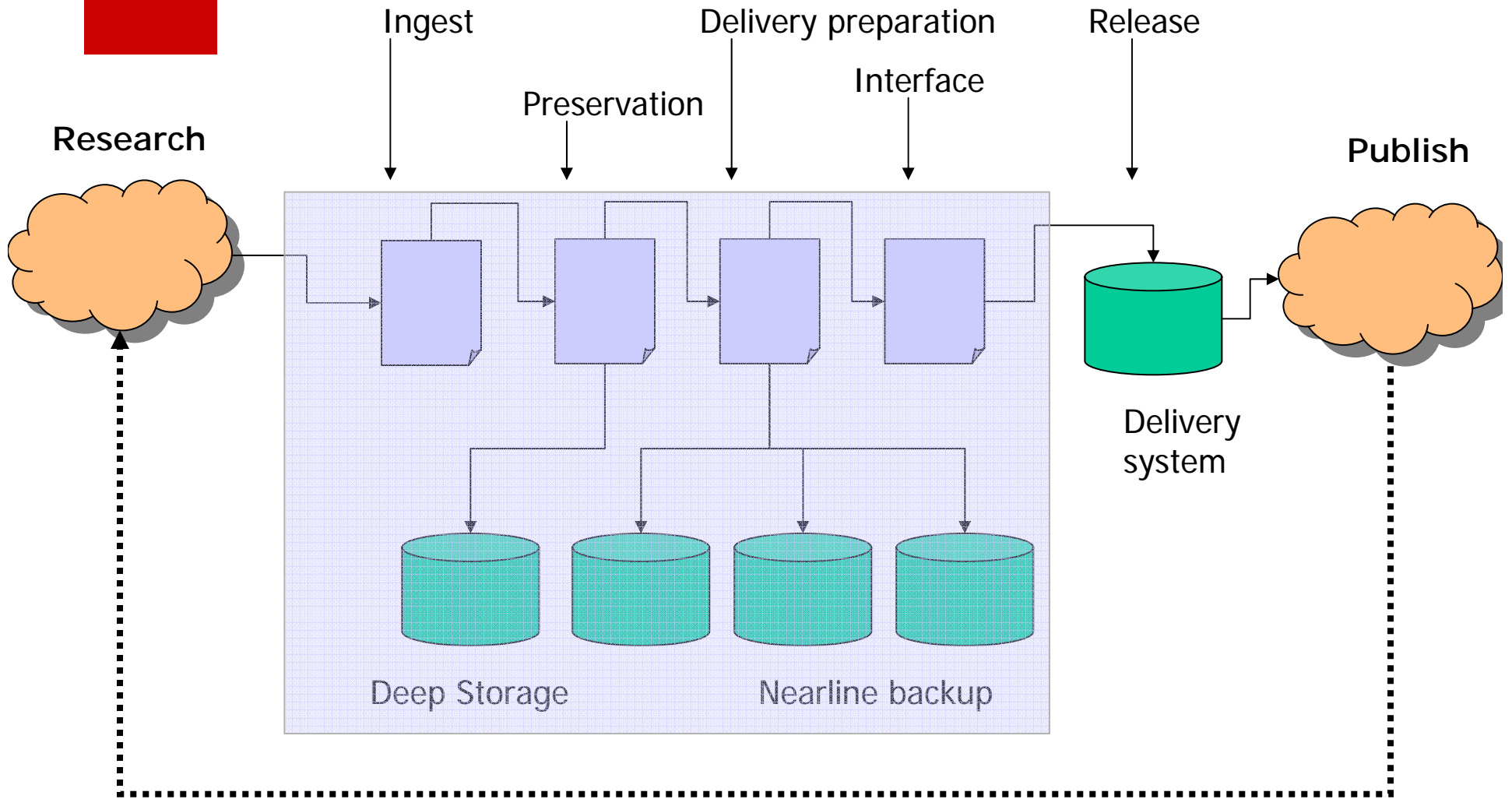
- Negotiate for appropriate deposits
- Obtain sufficient control of resources
- Determine scope of community
- Ensure independent utility of data
- Follow procedures for preservation
- Disseminate



Research

Publish



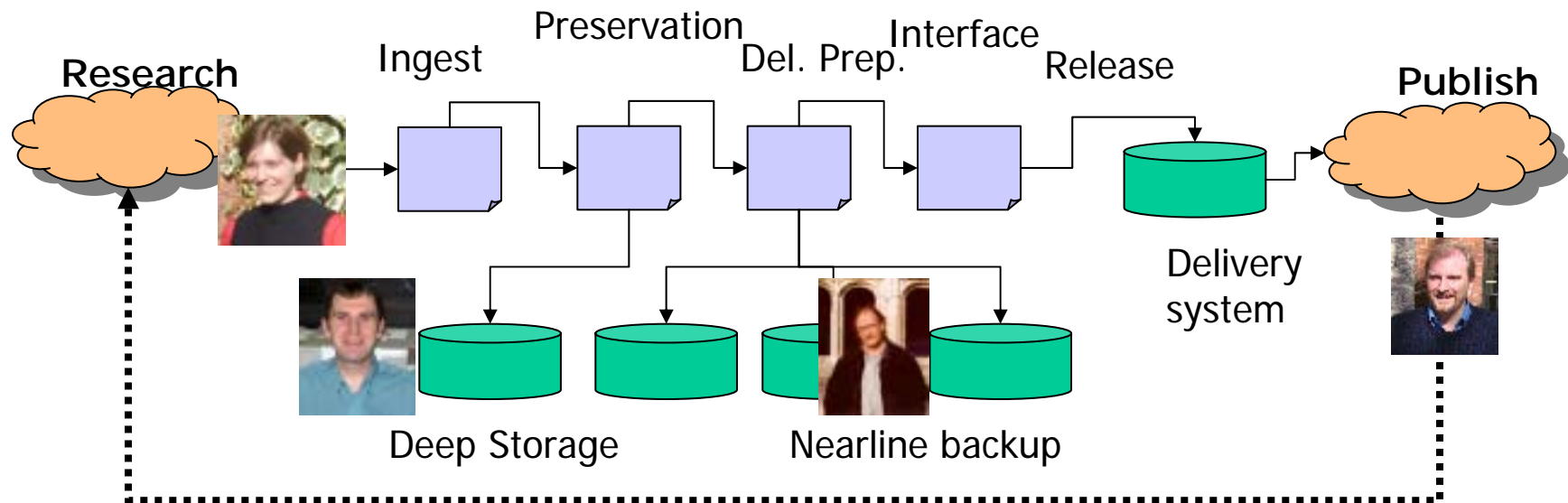




Administrative and managerial functions

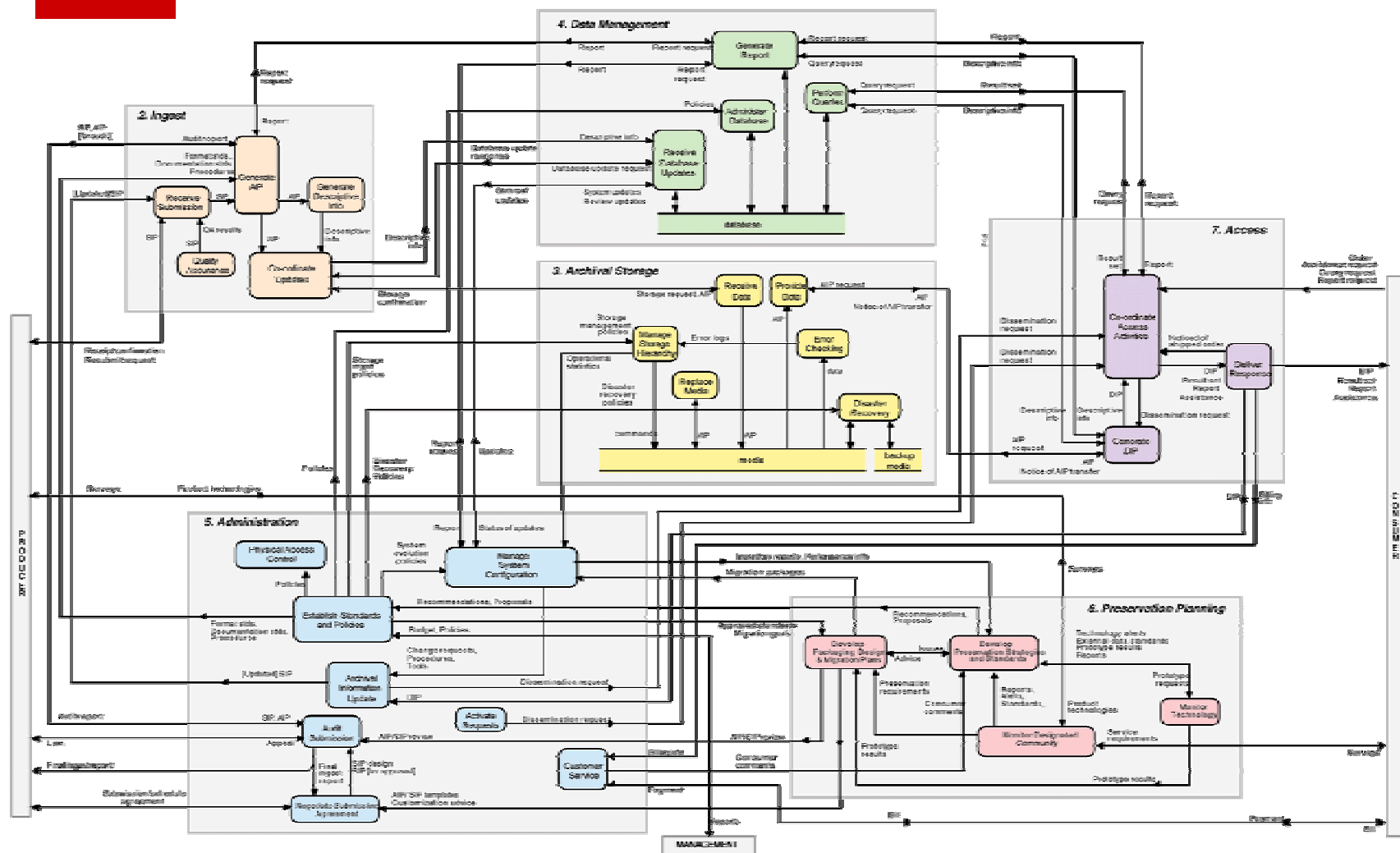


Curatorial Functions



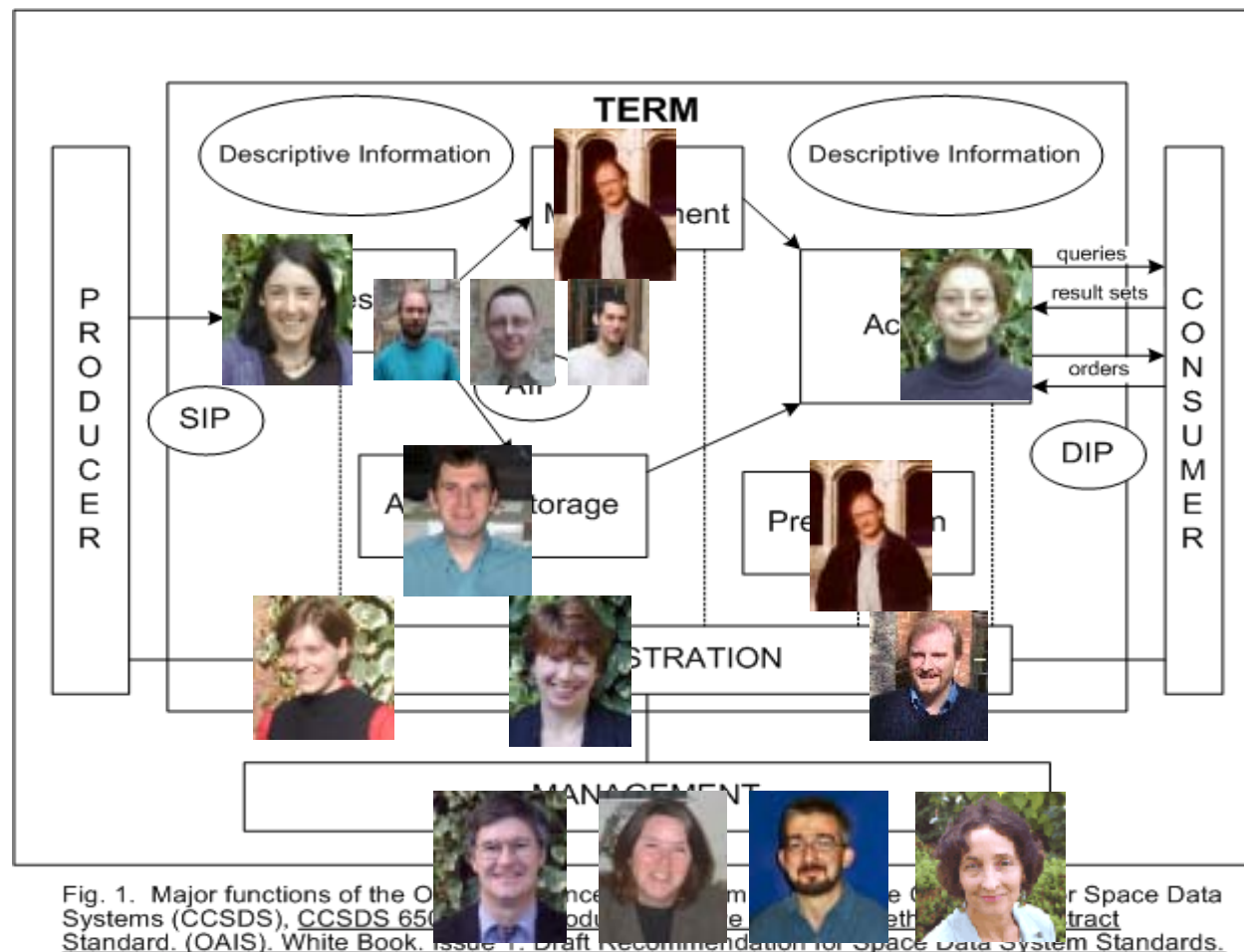


Open Archival Information System





A simple OAIS diagram



Picture from DLib



SIP: Submitting Information

Community interaction

Agreeing File Formats and Metadata

Negotiation on interface and constituents

Deposit licence

Delivery and receipt processes

Accession and Management



SIP to AIP – Ingest checklist

1. Check data for viruses
2. Can we read the CD/can we open the files?
3. Check file counts against documentation provided
4. Is documentation adequate for data provided?
5. Run checksum on CD
6. Copy data to server
7. Run another checksum and compare
8. Replace spaces in filenames with underscores
9. Scan licence agreement and store with SIP
10. Record receipt of data in management database
11. Create receipt to send to depositor



Assembly review +
Management function

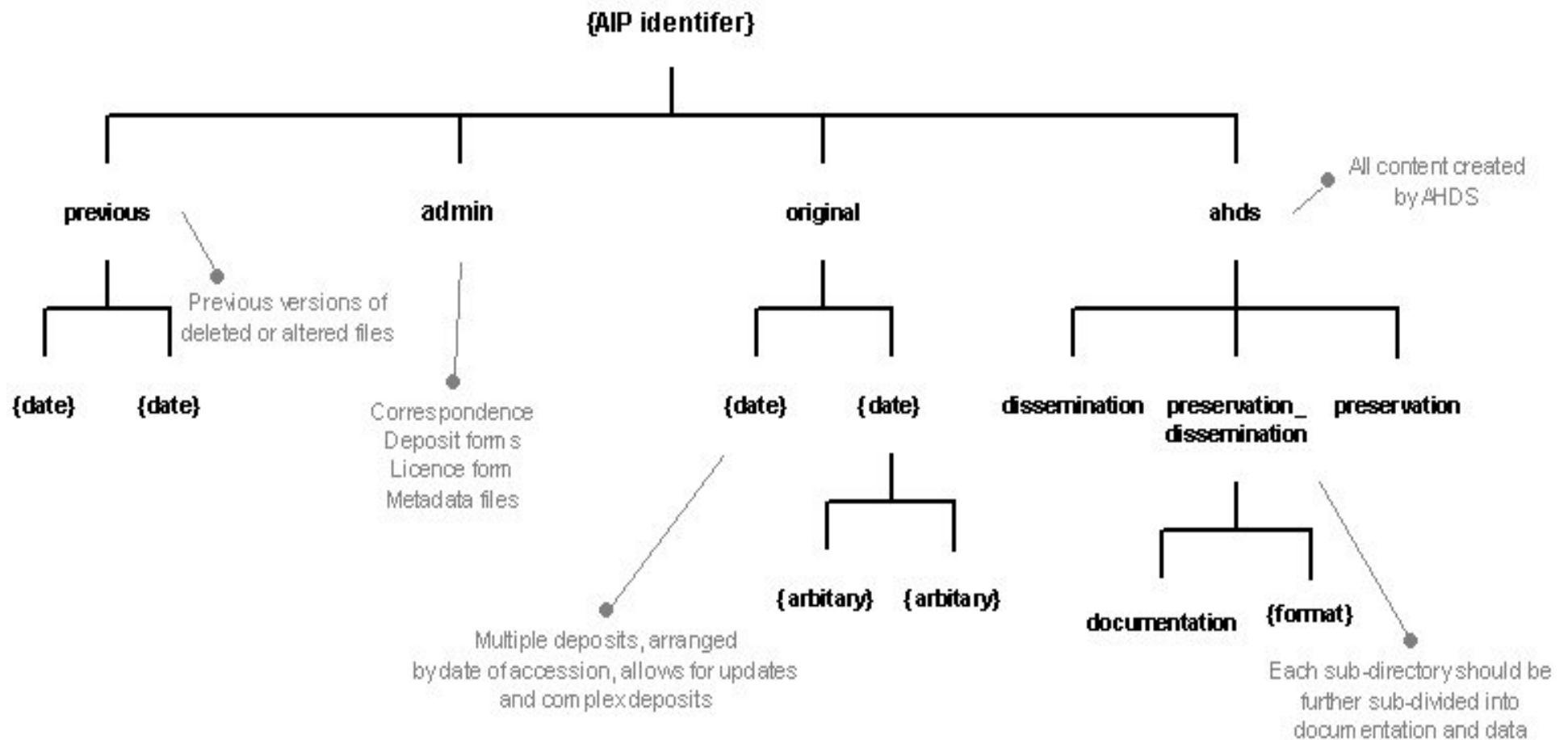
AIP: assembly

Assemble parts of AIP:

- Original submission
- Admin documents and metadata
- Preservation copies of data
- Dissemination copies of files
- Transformation metadata



AIP directory structure





Procedural review +
Management function

AIP: Procedures

What goes where

Format and transformation manuals


Documenting transformations

Administrative information



AHDS Preservation Manuals

<http://ahds.ac.uk/preservation/ahds-preservation-documents.htm>

 arts and humanities data service

[AHDS Preservation](#)
[AHDS Preservation Policies](#)
[General Preservation Reports](#)
[Preservation Bibliography](#)
[Depositing Data](#)
[Related Projects](#)

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Email the AHDS

AHDS Repository Policies and Procedures

Policies and procedures that guide the operation of the AHDS digital repository

- AHDS Preservation Policy [PDF version \(58kb\)](#) | [RTF version \(138kb\)](#)


The AHDS series of **Preservation Handbooks** identify significant properties of digital objects, in accordance with "a migration based preservation strategy." While created with this internal purpose in mind, they may well be of use to other digital repositories.

Nine are in place. The rest will be published throughout Autumn 2005.

Audio	PDF version (55kb)	RTF version (138kb)
Moving images	PDF version (58kb)	RTF version (138kb)
Plain Text		
Digital By-products	PDF version (22kb)	RTF version (138kb)
Marked-Up Text		
Binary Text / Word Processor Documents		
Relational Databases		
Statistical Data Files	PDF version (92kb)	RTF version (138kb)

AHDS Preservation Handbook

Arts and Humanities Data Service
<http://ahds.ac.uk>



Preservation Handbook

Digital Audio

Author	Gareth Knight & John McHugh
Version	1
Date	26 July 2005
Change History	



DIP: Preparing for Dissemination / Access

Service review + helpdesk +
Management function

Community interaction

Design and implementation

Internal procedures and checklists

Quality Checks   

Depositor review / peer review

Release



DIP: Access

<http://ads.ahds.ac.uk/catalogue/>

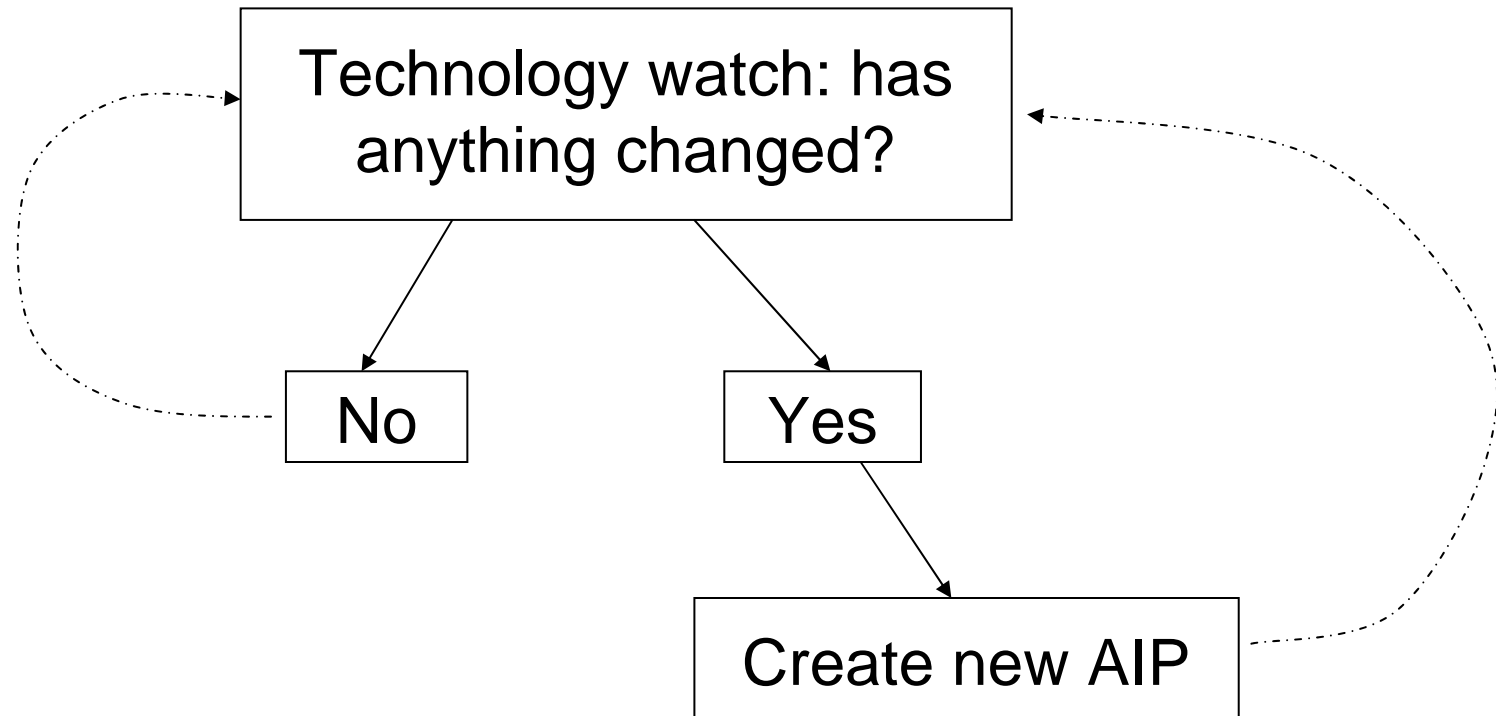
http://ads.ahds.ac.uk/catalogue/resources.html?spitalfields_var_2001

The collage displays the ADS website interface, showing search options, project details for Christ Church, Spitalfields, and a list of available databases for download.

Database	Codes	Notes
Burial Catalogue	Codes (340)	
Slaves Catalogue	Codes (340)	
Engraved Register	Key (340)	340
Marriages Register	Notes (340)	340



...then continuous active management





Compliance and the ADS?

- ☺ •Negotiate for appropriate deposits?
- ☺ •Obtain sufficient control of resources?
- ☺ •Determine scope of community?
- ☺ •Ensure independent utility of data?
- ☺ •Follow procedures for preservation?
- ☺ •Disseminate?