Electronic deposition: Making life ADS-easy

ARCHAEOLOGY DATA SERVICE

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Background to ADS-easy

- developed as part off the **SWORD-ARM** project, funded by JISC, working in collaboration with the universities of Southampton, Glasgow and Manchester.

- **Aim:** "to develop and enhance both ingest and charging policies by creating a semi-automated upload and metadata acquisition tool. Through the project the ADS will streamline and refine the deposition process and deliver real benefits to depositors in terms of their ability to deposit data, create and validate metadata, engage in selection and retention, manage multiple deposits and, crucially, to manage cost estimation and charging processes".

ADS-easy: Getting from A to B

Creating the necessary architecture should be simple… in theory

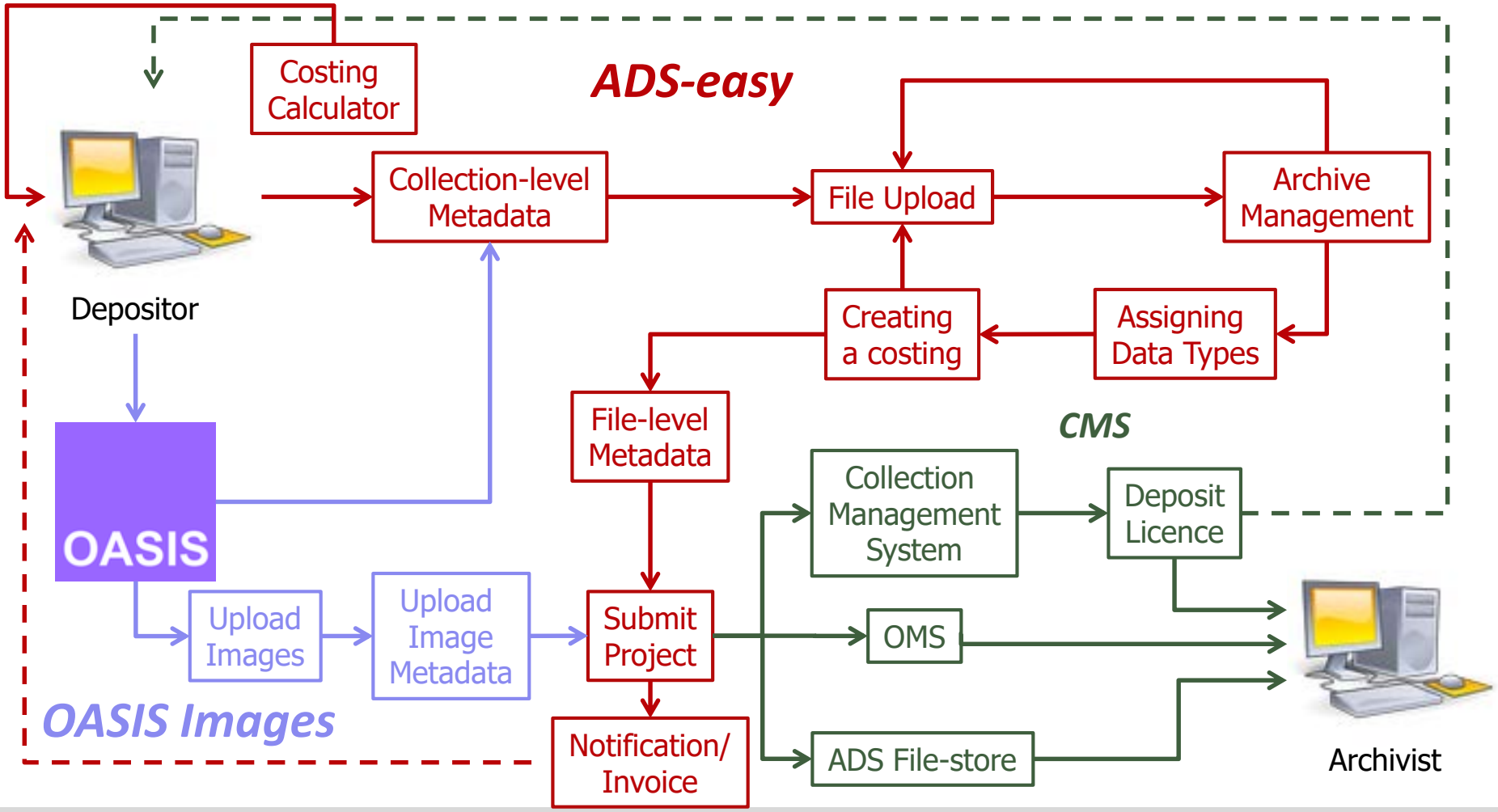
Depositor

ads easy

BUT in reality…

Archivist

ADS-easy: Getting from A to B



Calculating the cost of digital archiving

the commercial culture within British archaeology, means that the vast majority of fieldwork carried out within the commercial sector where there is a desire for digital archiving, but an awareness that it is a further expense

COMPOUNDED BY
wider economic factors across the heritage, museum and archive sectors mean 'cost' is an increasing issue

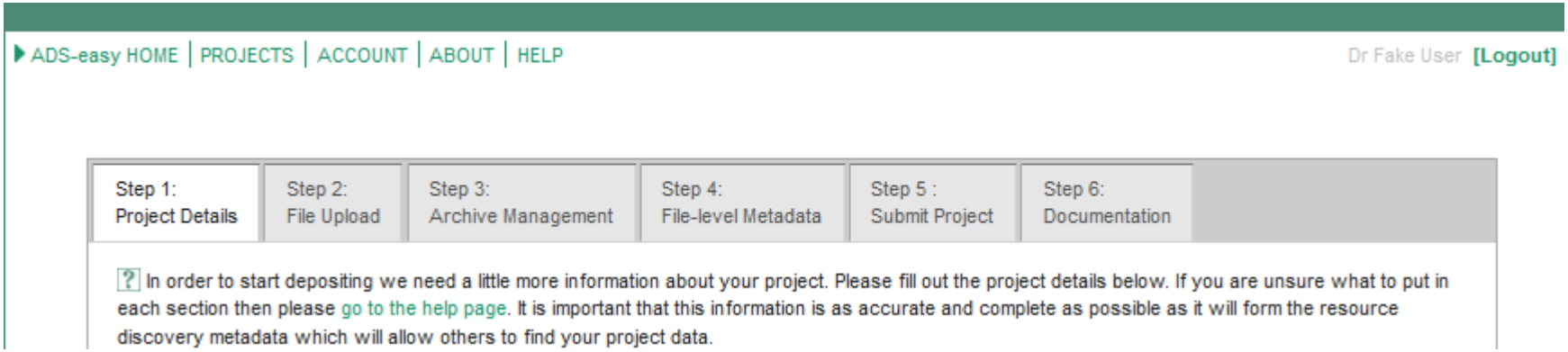
… so who is going pay?

Costing calculator provides those planning fieldwork within the commercial (and research) sector with the tools to cost for digital archiving at the outset of projects and pass these costs on to those developers and funders responsible for development

Advantages

- Transparency for the ADS costing model
- No longer 'a dark art'
- Charges made on a per file
  or group of files basis (GIS/Geophysics)

Following the five step programme



- Simple, staged process
- Flexibility and easy movement between steps
- Ability to recycle collection metadata from OASIS using the OASIS ID
- Upload single and groups of files directly from the desktop using a simple drag-and-drop interface
- Begin process of creating technical file-level metadata on upload

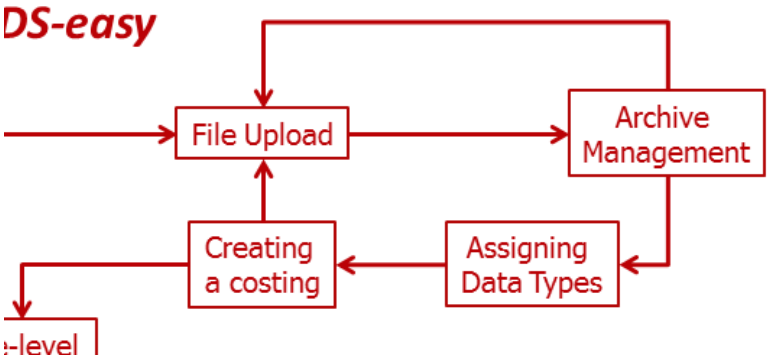
1. **Project details**
   or collection level metadata
2. **File Upload**
3. **Archive Management**
4. **File-level Metadata**
5. **Submit Project**

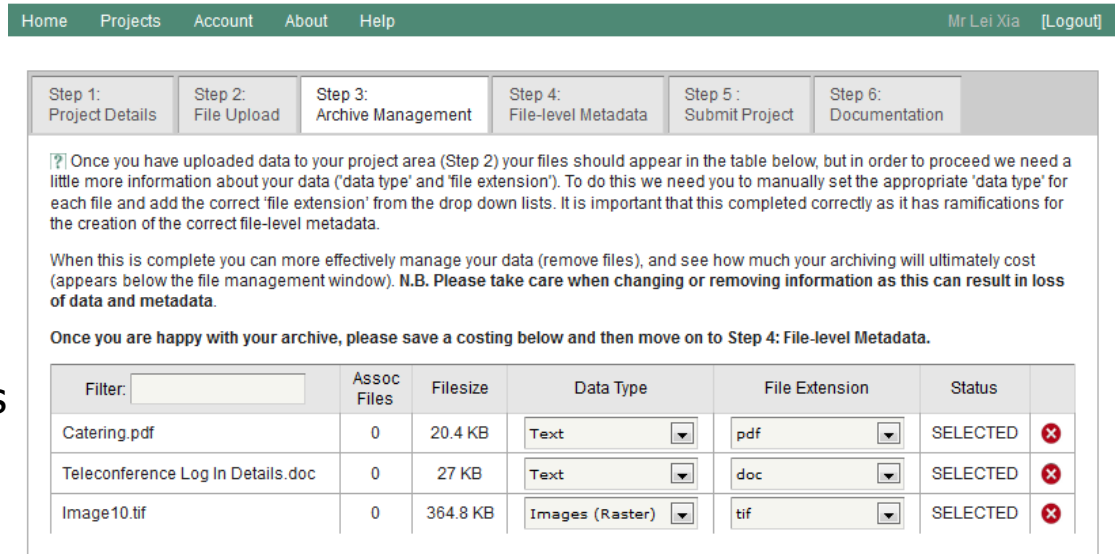
6. **Documentation**
   for financial information

Selection and retention

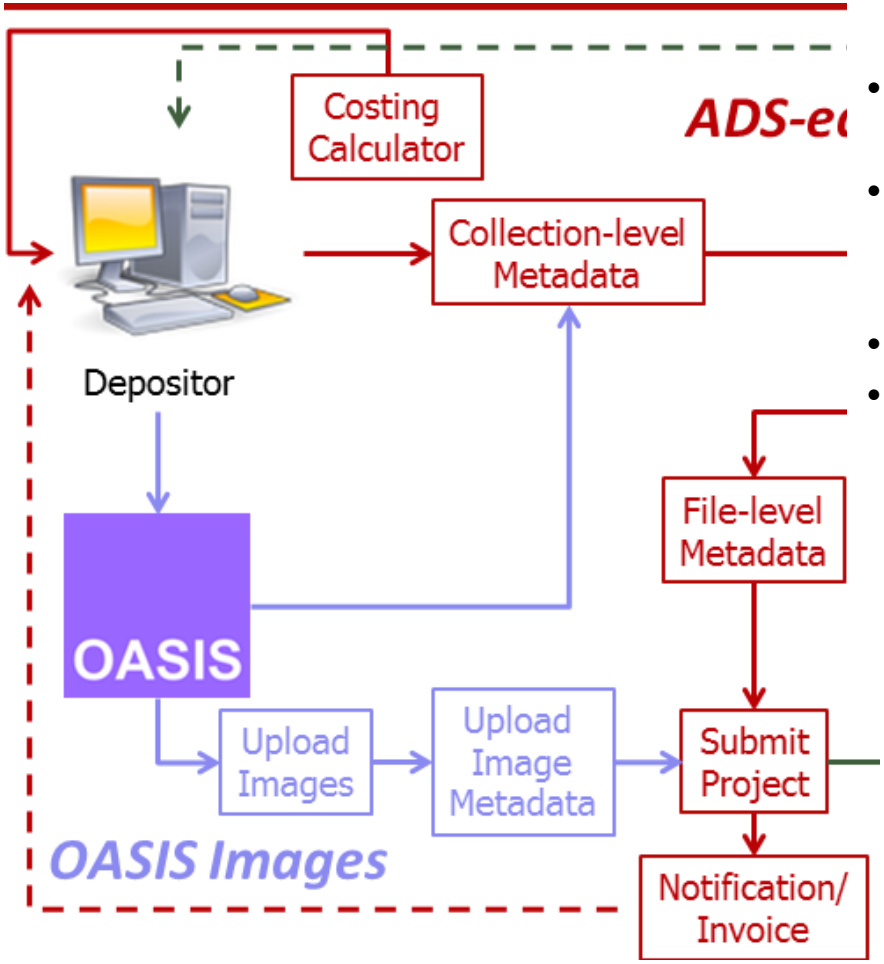
Step 3: Archive Management

- Manage you archive according to your criteria
- Balancing cost, content and metadata requirements
- Allowing depositors to engage with selection and retention, even though they might not be aware
- Cost as the major driving force to archive content… but by helping depositors identify the potential value of archiving it may not always be!

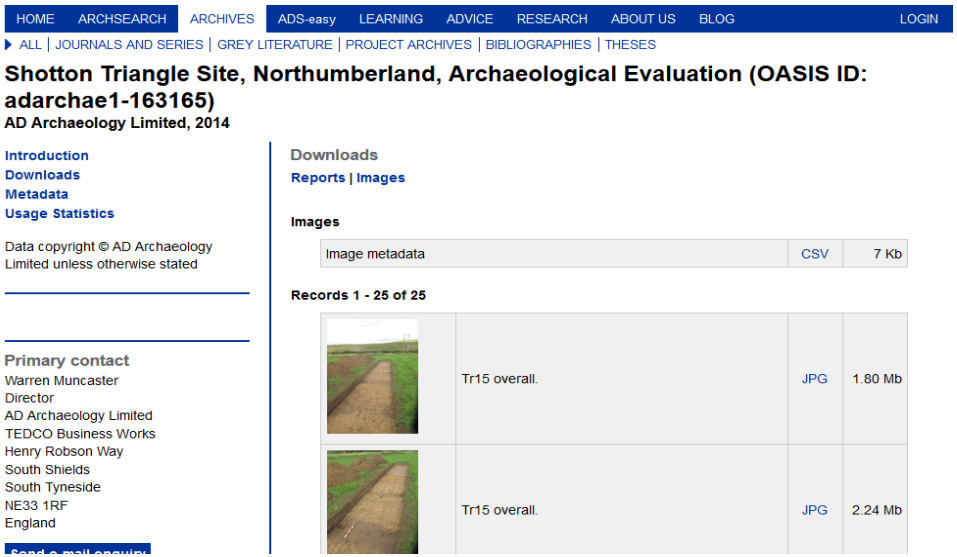




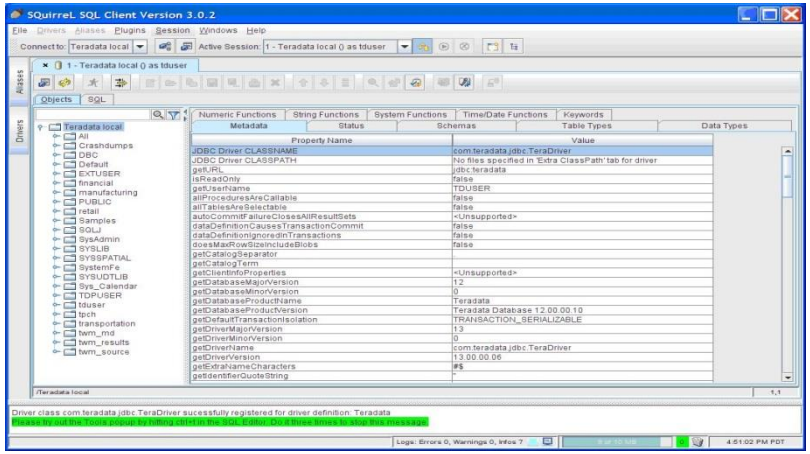
Flexibility and linking with existing architectures



- Incorporating existing systems and architectures – OASIS Images
- Response to depositors
  - Low cost
  - Easy solution for raster images
- Useful for image files
- Spreadsheet of metadata



More than simply deposition



- Streamline workflows
  advantages of collection and file-level metadata stored in database means greater flexibility
- Movement toward and potential for automation of conversion processes
- Easier interface creation

- Reduced costs
- Digital movement of files mean less potential for data loss or corruption
- Data audit trail throughout the archiving process

Ending on a high

convincing the commercial sector about the need and value of archiving digital content has been difficult

helped by the **Impact of the Archaeology Data Service** study

make the move away from the storage of physical media towards engaged digital archiving

Staged implementation of ADS-easy across counties allows for steady change

Reacting to the desires and requirements of the profession

But…

… when we are successful it will affect a culture change in archaeological archiving… only if we really can make it easy!