Abstracting Project Activities to Create Generalizable Processes & Workflows
Observation: Difficult to manage & realize multiple one-off projects.
Issues:
1. lacking integration
2. not enough staff to support
3. annoying
Solution: Identify common methods & build processes/tools once.
Abstracting Activities

High-Level Processes:

A. Process Content
B. Describe Content
C. Store Content
A. Process Content

• Inventory items
• Identify objects
• Assess Condition
• Photograph
• Verify Object Integrity
• etc.
B. Describe Content
• Technical MD
• Object Condition
• Bibliographic MD
• Structural/Logical MD
• Rights
• Provenance
C. Store Content

• Prepare SIP
• Ingest SIP
• Monitor AIP
• Track changes
• Migrate
III. Condition Assessment

Conserv. Assess.
- Yes, with treatment
  - Treatment
- Yes, without treatment

Photog. Assess.
- Yes, with disbinding
- Yes
- No photo possible
  - Hold for further action or return to owner
Some Standard Tools / Methods We Want:
• Item inventory and tracking process / tool

• Suite of QA tools (view, mark problems, notify people, etc.)
• Bibliographic MD creation tool (not ILS cat module)

• Describe item's logical structure (vs. physical)

• Web publishing methods & tools
Outcomes:
• Less overhead
• Ability to manage more projects at once.
• Happier stakeholders
• Happier staff
Thank You