MODULE 1

STANDARDS FOR ARCHIVAL DESCRIPTION

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Appendix A: Case Studies

Summary of the UCSD DAMS System

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Library staff have developed and refined a workflow for building and ingesting digital objects into the University of California, San Diego Libraries Digital Asset Management System (DAMS). The workflow begins with the approval of a digital library project. Once approved, staff prepares content files and metadata, including rights assessments, for ingest.

Ingest follows two pathways. In one pathway, content files are transferred to the DAMS and assigned archival resource keys (ARKs), a type of persistent identifier. Technical metadata is extracted using JHOVE and other extractors, and a partial object record is registered in the DAMS. In the other pathway, metadata analysts normalize source descriptive metadata, which is typically received as an Excel file or as database output, MARC records, or Archivists' Toolkit exports. An object specification is created for a given project, with a set of rules for transforming and enriching the source metadata to satisfy the requirements of both the project and the DAMS. Metadata formats supported by the DAMS include MODS for description, PREMIS for files and rights, and MIX for additional information about still image content.

With the object specification in hand, library programmers build the individual objects constituting a project, using XSLT and other transformation methods to convert all metadata to RDF statements and to join the partial record, the additional metadata, and the structural metadata into a single, integrated object record. The workflow for a project concludes with the registration of the completed objects into the triplestore holding the DAMS data (https://libraries.ucsd.edu/digital/). A slightly more technical overview of the workflow is available at http://tpot.ucsd.edu/metadata-services/mas/data-workflow.html.