

# Records in Motion

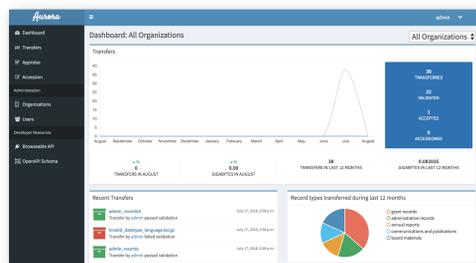
## An open, standards-based approach to digital records transfers

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### Transfer Archival Records

Born-digital records transfers are compiled and uploaded by donors using SFTP. Aurora scans the upload directories at regular intervals and processes new transfers.



The Aurora Dashboard orients users to basic information about recent records transfers.

#### Automated Processing

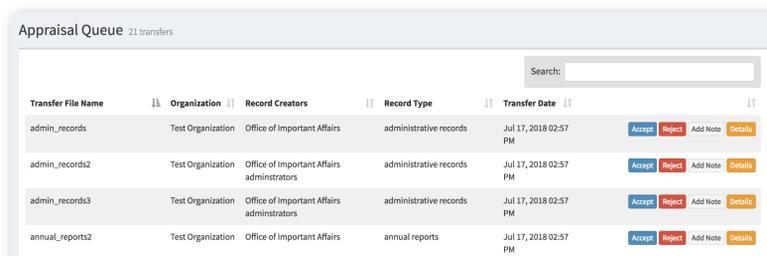
- Virus check (Clam AV)
- Validate (BagIt, BagIt Profiles)
- Assign rights (PREMIS Rights)

#### Track Transfers

- Searchable/sortable table of all transfers in application.
- Status updates for archivists and donors as transfers move through the system.
- Transfer detail page including metadata, manifest, rights information, error messages, and appraisal notes.

### Appraise

Validated transfers can be reviewed in the Appraisal Queue.



Transfer File Name	Organization	Record Creators	Record Type	Transfer Date	Actions
admin_records	Test Organization	Office of Important Affairs	administrative records	Jul 17, 2018 02:57 PM	Accept Reject Add Note Details
admin_records2	Test Organization	Office of Important Affairs administrators	administrative records	Jul 17, 2018 02:57 PM	Accept Reject Add Note Details
admin_records3	Test Organization	Office of Important Affairs administrators	administrative records	Jul 17, 2018 02:57 PM	Accept Reject Add Note Details
annual_reports2	Test Organization	Office of Important Affairs	annual reports	Jul 17, 2018 02:57 PM	Accept Reject Add Note Details

The Aurora Appraisal Queue presents all accepted and validated transfers that are ready for review by an archivist.

#### Appraisal Actions

- Review transfer details and add an appraisal note if applicable.
- Accept or reject transfer. The transfer is removed from the appraisal queue and status is updated in the transfer table.

### Use Aurora

All code and documentation are available under the MIT license, and all planning documents and policies are available under the CC0 license.

#### Quick Access

- Download and run Aurora with a few simple commands documented in the repository's README.

<https://github.com/RockefellerArchiveCenter/aurora>



### Connect

#### Integrations

- Data can move in and out of Aurora to integrate with other systems for archival management and preservation.
- A set of microservices are in development to enable these functions.

#### API

- Aurora comes with a RESTful API, including browsable and command-line interfaces.

### Manage Organizations

#### PREMIS Rights

- Archivists create rights statements for each donor, which are automatically added to transfers in Aurora based on their record types.

#### BagIt Profiles

- Create and manage profiles for each donor organization.
- Specify required fields, values, and repeatability.
- Used to validate DACS single-level minimum required elements.
- Used during the transfer of records to validate bags.

#### User Management

- Manage user accounts, user groups, and their associated permissions. Assign accounts to specific organizations and groups.
- Group-based permissions: donor, accessioning archivist, appraisal archivist, managing archivist, system admin.

### Accession

Accepted transfers are moved to the Accessioning Queue.

#### Accessioning Actions

- Multiple transfers are grouped into an accession by organization, record creators, and record type (required metadata fields).
- Metadata from each transfer is aggregated and automatically added to the accession record, including rights information.
- Integrates with archival management system and digital preservation packaging system via microservices.

### Acknowledgements

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