Presenters

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Overview

• Background
• System requirements
• Features and outputs
• Basic components
• Accession function
• Description function
• Conclusion
Background

• What is the Archivists’ Toolkit (AT)?
  • Open source database that supports description and management of archival materials.
  • AT is customizable to local work settings.
  • AT can be implemented as a stand-alone desktop application, a multi-user networked application, or a multi-repository networked application.
Background

• AT history
  – Mellon Foundation grant
  – Project Team and Advisory Board
  – Project Partners
  – Beta testing
  – Phase 2
• Background
  – Georgia Tech’s experience as a beta test site.
    • Testing took place August-November 2006
    • Weekly assignments
    • Communication with the AT Design Team
### Weekly Assignments

<table>
<thead>
<tr>
<th>Module</th>
<th>Function</th>
<th>Week</th>
<th>Tested by rep</th>
<th>Version</th>
<th>Date tested</th>
<th>Functioning</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Task 1</td>
<td>Create 15 accessions records with names, subjects, and locations</td>
<td>21-Aug</td>
<td>GT-Archives</td>
<td>0.6.4</td>
<td>8/22/2006</td>
<td>T</td>
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<tr>
<td>Task 2</td>
<td>Edit 2 of the accession records created</td>
<td>21-Aug</td>
<td>GT-Archives</td>
<td>0.6.4</td>
<td>8/22/2006</td>
<td>T</td>
<td></td>
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<tr>
<td>Task 3</td>
<td>Delete 1 of the accession records</td>
<td>21-Aug</td>
<td>GT-Archives</td>
<td>0.6.4</td>
<td>8/22/2006</td>
<td>T</td>
<td></td>
</tr>
<tr>
<td>Task 4</td>
<td>Create 5 deaccession records</td>
<td>21-Aug</td>
<td>GT-Archives</td>
<td>0.6.4</td>
<td>8/22/2006</td>
<td>T</td>
<td></td>
</tr>
<tr>
<td>Task 5</td>
<td>Edit 2 of the deaccession records</td>
<td>21-Aug</td>
<td>GT-Archives</td>
<td>0.6.4</td>
<td>8/22/2006</td>
<td>T</td>
<td></td>
</tr>
<tr>
<td>Task 6</td>
<td>Delete 1 of the deaccession records</td>
<td>21-Aug</td>
<td>GT-Archives</td>
<td>0.6.4</td>
<td>8/22/2006</td>
<td>T</td>
<td></td>
</tr>
</tbody>
</table>

### Impressions of/Comments about the application:

- Task 1: Unable to enter dates, according to manual, in the Collection Information tab; need to update manual.
- Task 4: Resource type in Collection Information tab cannot be customized; need Chapter 14 added to website.
- Task 5: Have the ability to customize deaccession date.
- Task 1: Would be nice to have a general note field in the Basic Info tab.
- Task 1-5: AT was very slow.
- Task 1-5: Add minimize button.

### Impressions of/Comments about the documentation:

- Task 1: Unable to enter dates, according to manual, in the Collection Information tab; need to update manual.
- Task 1: Need more clarification on best way to enter accession number; multiple data entry boxes are confusing.
Who were the beta testers?

- American Museum of Natural History
- Arizona State University
- Bates College
- Brooklyn Museum of Art
- Center for Jewish History
- Das Bundesarchiv
- Georgia Tech
- Getty Research Institute
- Harvard University
- Mount Holyoke College
- Nationaal Archief
- New York University
- Northern Arizona University
- Princeton University
- Scripps Institution of Oceanography
- University of California San Diego
- University of Massachusetts Amherst
- University of Michigan
- University of Texas
• Features
  – Recording accessions
  – Tracking sources and donors
  – Describing archival resources and digital objects
  – Ingesting legacy data in standardized formats
  – Interface customization

• Outputs
  – EAD finding aid
  – Accession container list
  – Accession report
  – Locations
  – Restrictions list
  – Creators
  – Subject records
System requirements

• PC
  – Operating System: Windows XP and Linux
  – Java 5 JRE or JDK
  – System memory (RAM): 512MB
  – Hard disk: 100MB free space
  – Screen: 1024x768

• Mac
  – Operating System: Mac OS X 10.4.5
  – Java 5 JRE or JDK
  – CPU: G4 1.2 Ghz
  – Hard disk: 100MB free space
  – Screen: 1024x768

• Linux
Basic components

- Interface
- Sort and filter
- Search
- Administration features
Why implement AT

- Developed by archivists
- Promotes efficiency and standardization
- Supports outputs: EAD 2002, MARC XML
- Serves as master version of finding aid
- Improves description workflow
- Decreases need for training in XML and encoding
- Customizable
- Manage users
Thank you.

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