eBooks Preservation at Scholars Portal

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Scholars Portal, Ontario Council of University Libraries

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Outline

OCUL and Scholars Portal overview

TDR certification

Progress towards formal preservation of books (technical workflows)

Progress towards formal preservation of books (TDR documentation)
Ontario Council of University Libraries

All 21 university libraries in Ontario

Collective purchasing

Collaborative planning

Advocacy

Professional development

Shared digital information infrastructure & services (Scholars Portal)
Established 2002
25 staff
Budget of approx. $4 000 000 CAD
Financed by OCUL members

Member Services
Interlibrary Loan
Virtual Reference
Accessible Content

Content Services
Content repositories
Preservation/storage services
What We Load

Journals
48 Million articles from 30 + publishers

Books
720 000 from 25 + publishers

Micro Data
3535 datasets & 13 000 metadata records

Geospatial Data
2100 + Data Layers representing over 200TB of data
Why We Load

Enhanced User Experience
Dual Access
Aggregation of Content
Local/Canadian Content
Accessibility Compliance
Flexibility

Preservation
Light Archive
Stable Access to Purchased Content
Post Cancellation Access
Trustworthy Digital Repository
Background

2007 OCUL identified the need for an organized digital preservation effort

2010 Digital Preservation Policy librarian hired

2012 CRL audit

2013 OCUL was granted accreditation as a Trustworthy Digital Repository

TDR Certification
TDR Certification

Process
CRL audit to evaluate the ability to fulfill a long-term preservation commitment

Measures compliance with established criteria for trusted digital repositories, including TRAC

Areas covered by audit
Organizational Infrastructure
Digital Object Management
Infrastructure and Security Risk Management
Progress towards formal preservation

Books Preservation:
- Definitions and Decisions
- Draft workflow

TDR Recertification:
- Books-specific considerations
- Frameworks for documentation

#SPonTheRoad
A. Definitions and Decisions

- 1 book = 1 Archival Information Unit (AIU)

**Archival Information Unit (AIU)**

**Original files**
- book files (whole books, chapters/sections, or addition/update/correction)
- Original metadata
- Supplementary files

**Preservation files**
- Normalized copies of files
- Preservation Metadata (METS/PREMIS XML)
B. Definitions and Decisions

• Multiple AIUs will be linked together as an Archival Information Collection (AIC)
  – Accounts for updates and corrections
C. Definitions and Decisions

• Automates preservation processing workflow for creating standards-compliant archival packages
• Performs automatic preservation processes such as fixity checking, file identification, metadata extraction and creation
A. Draft Workflow

- Book loaded into SP books platform
- Script copies files to preservation transfer staging folder
- Book metadata mapped to DC and CSV file created
- METS StructMap file generated
- Processing XML file generated for automation
B. Draft Workflow

1. Complete transfer package copied to preservation transfer folder
2. Files are automatically ingested into Archivematica
3. Archivematica preservation micro-services
C. Draft Workflow

AIU metadata nested under AIC record

New book generates AIC metadata record in TDR database

AIU stored in OLRC

Ongoing fixity processes write to metadata record
TDR Recertification for Books

• Two kinds of TDR documentation:
  – Collection of policies, procedures, workflows, definitions, plans, etc.
  – Individual responses to ISO 16363 statements.

• TDR standard is neutral regarding content type
• Content-specific information is currently mixed within documentation
• Goal is to create modular framework to organize documentation
## Survey of TDR Statements

<table>
<thead>
<tr>
<th>Section</th>
<th>Statements embedding journals-specific content</th>
<th>Percent of total statements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organizational Infrastructure</td>
<td>3</td>
<td>13%</td>
</tr>
<tr>
<td>Digital Object Management</td>
<td>12</td>
<td>20%</td>
</tr>
<tr>
<td>Infrastructure &amp; Security Risk Management</td>
<td>2</td>
<td>8%</td>
</tr>
</tbody>
</table>
TDR: Statements Proposed Framework

1. General Statement
2. Format-specific statement
3. Roles and Responsibilities (if applicable)
4. Risks (if applicable)
5. Relevant documentation
TDR: Documentation Proposed Framework

- Categorization (Policy, Procedure, Plan, Administrative)

1. General statement
2. Content-specific sections
3. Version information/approval date
4. Review trigger/date
Thanks very much!

Any questions/comments?

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