

Archival Storage Database Recommendations Document

Lakeland Restorative Justice Project

Goals of this Documentation

Our primary goal is to make recommendations that enhance the Lakeland Heritage Project's web-based archive so that it prioritizes community member involvement and artifact submissions. The primary objective for this documentation is to provide an overall outlook of Lakeland's current archival storage methods, research third party solutions and API solutions that may be helpful tools for future archival storage considerations or implementation along with a breakdown of each third party solution and their capabilities. These recommendations are optional and are considered as a resource that Lakeland can use to educate on next steps and ideas.

Lakeland's current storage method(s)

Lakeland's current storage methods include utilizing Airtable, an cloud collaboration tool that allows users to store and embed data. The Lakeland team currently utilizes Airtable to collect and organize various items that are organized by title and description, where each section is categorized by various chapters and sections. The data organized in Airtable is currently embedded on their main website. Lakeland is currently in the process of collecting and organizing the collected data through this platform.

Airtable is a great platform for users to upload archival data in an easy to use platform. The free Airtable option currently allows for 1,200 records per base with 2GB attachments. In order to have access to upload an extensive amount of records Airtable provides monthly payment options for more records and GB per archival use.

- For \$10 a month 5000 records per base 5GB attachments per base
- For \$20 a month 50,000 records per base 20GB attachments per base
- Enterprise option 100,000 records per base , 1000 GB attachments per base

**** More information can be found on the Airtable website**

Link to Lakeland's Current Airtable (View Only):

<https://airtable.com/appaTF0PtPvnjGYXN/tbls4s3bWPEISQS/viwEe05KaGJIEd0LO?b=locks=hide>

Third-party solutions and API's for storing archives.

The first third-party solution that we suggest is using Sequelize. Sequelize is a JavaScript object-relational mapping tool that works with SQL databases. The second third party solution is archive.org, a platform which allows users to upload information to a free internet archive. These recommendations allow for better storage capabilities over time.

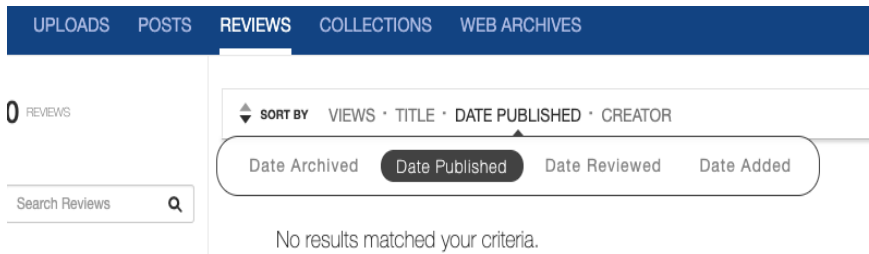
Sequelize **Data administrator is needed for this recommendation

Sequelize is a tool that allows users to store data as a method of back-end development and implementation of data archives. Sequelize is a helpful tool because it acts as an interface between a website and a database. It eliminates the hassle of programming a database to connect to a website. Sequelize also allows databases to communicate with one another and this is very useful when switching from one database to another. Utilizing Sequelize will allow archives to be properly stored and represented on the Lakeland website. The current tool, Airtable, being used to connect to the website does a good job hosting the current archives but Sequelize will enable better organization of archives for the website. The support that this tool will offer is better than our other recommendation that incorporates archive.org. Sequelize makes storing and organizing the archives easier but the trade-off is that a database administrator would be needed to implement and maintain this tool. Hiring a database administrator or finding a volunteer who is skilled with database knowledge is not a simple task. It will definitely take some time and potentially push back other parts of the project. Although there are some drawbacks to incorporating Sequelize, we do believe it would be extremely helpful to the Lakeland Restorative Justice Project now and beyond.

Archive.org Platform

Archive.org is a non profit library that allows users to upload, and store various archives and resources easily and efficiently. This free platform requires users to create an account and upload images in the interface so that images can be reviewed and published . This platform provides unlimited storage to the user and is an easy and effective way to archive a variety of data overtime without having to worry about costs. This website also provides embedding and linking options to showcase and implement data to various websites. Data from airtable can be exported as a csv, or excel file. The CSV file only outputs text so it is likely that the user will need to reupload individual images to archive.

1. Create an archive.org account
2. The interface will ask the user to upload digital products.
3. The products will go for review which can last from seconds to days depending on the product.



4. Finalized products will go under the collections category where the user will be able to manage and organize photos in various categories and collections.
5. “Web Archives” tab will allow for various options for publicizing data.



****Other helpful resources and guides**

Archive Uploading Tips- <https://help.archive.org/help/uploading-tips/>