

A photograph of a red and white cereal box tipped over, spilling a large quantity of multi-colored ring-shaped cereal onto a teal background. The cereal pieces are in shades of yellow, orange, and pink. The text "Archives Ingest Workflows and the DAMS" is overlaid in white on the right side of the image.

Archives Ingest Workflows and the DAMS



THANK YOU

We aim to be....

- Transparent
- Collaborative / Integrative
- Informative
- Not prescriptive
- Accountable
- Continuously improving



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- Transparent
- Collaborative / Integrative
- Informative
- Not prescriptive
- Accountable
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Timeline

2000 – Andy Lanset establishes Archives (MS Access dbase)

2005 – PBCore 1.0

2010 – cavafy (mySQL)

- Data cleanup
- Promise of integration
- Manual data entry (incl. tech)
- Virtually no QC

2016 – Ingest protocol (beta)

- “Never enter a sample rate again”



Timeline (2)

2018 – Ingest protocol implemented

2020 – Levy: DAMS and digitization

- Perfect 5-year test bench
- 45,000 item ingest



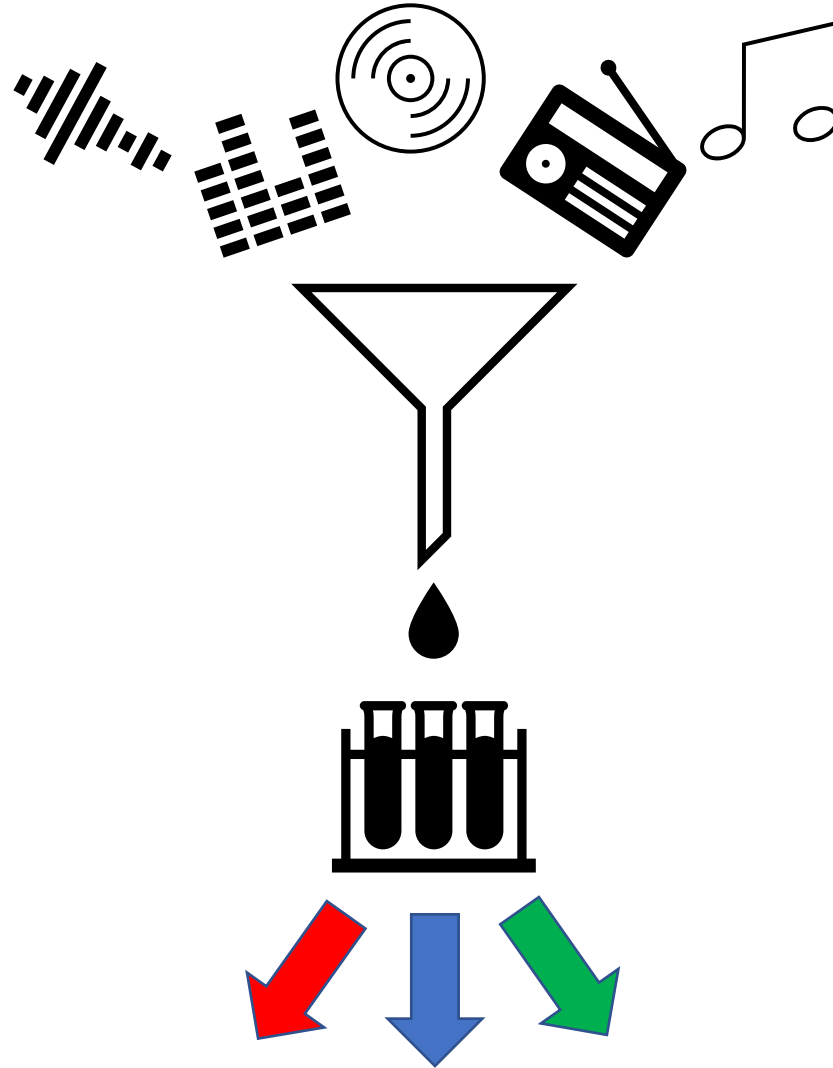
OAIS (Open Archival Information System)

(ISO 14721:2012)

Ingest function: receives information from producers and packages it for storage. It accepts a SIP [Submission Information Package], verifies it, creates an AIP [Archival Information Package] from the SIP, and transfers the newly created AIP to archival storage

Source: Wikipedia, https://en.wikipedia.org/wiki/Open_Archival_Information_System

What is the Archives ingest protocol?



What is the Archives ingest protocol?

Three aspects:

- File conformance (WAVE)
- Metadata conformance
- Audio-quality conformance (in progress)

What is the Archives ingest protocol?

Characteristics:

- Provides programmatic and human quality control
- Built on open standards
- Customizable
- Compatible / Exportable: process and (esp.) results
- Redundant / robust
- Iterative
- Unforgiving yet informative

What is the Archives ingest protocol?

Metadata protocols:

- Single point of entry (i.e., folder)
- 18 essential/baseline “flat” descriptive fields
- “Each file is one row in a spreadsheet”
- Programmatic and human QC

What is the Archives ingest protocol?

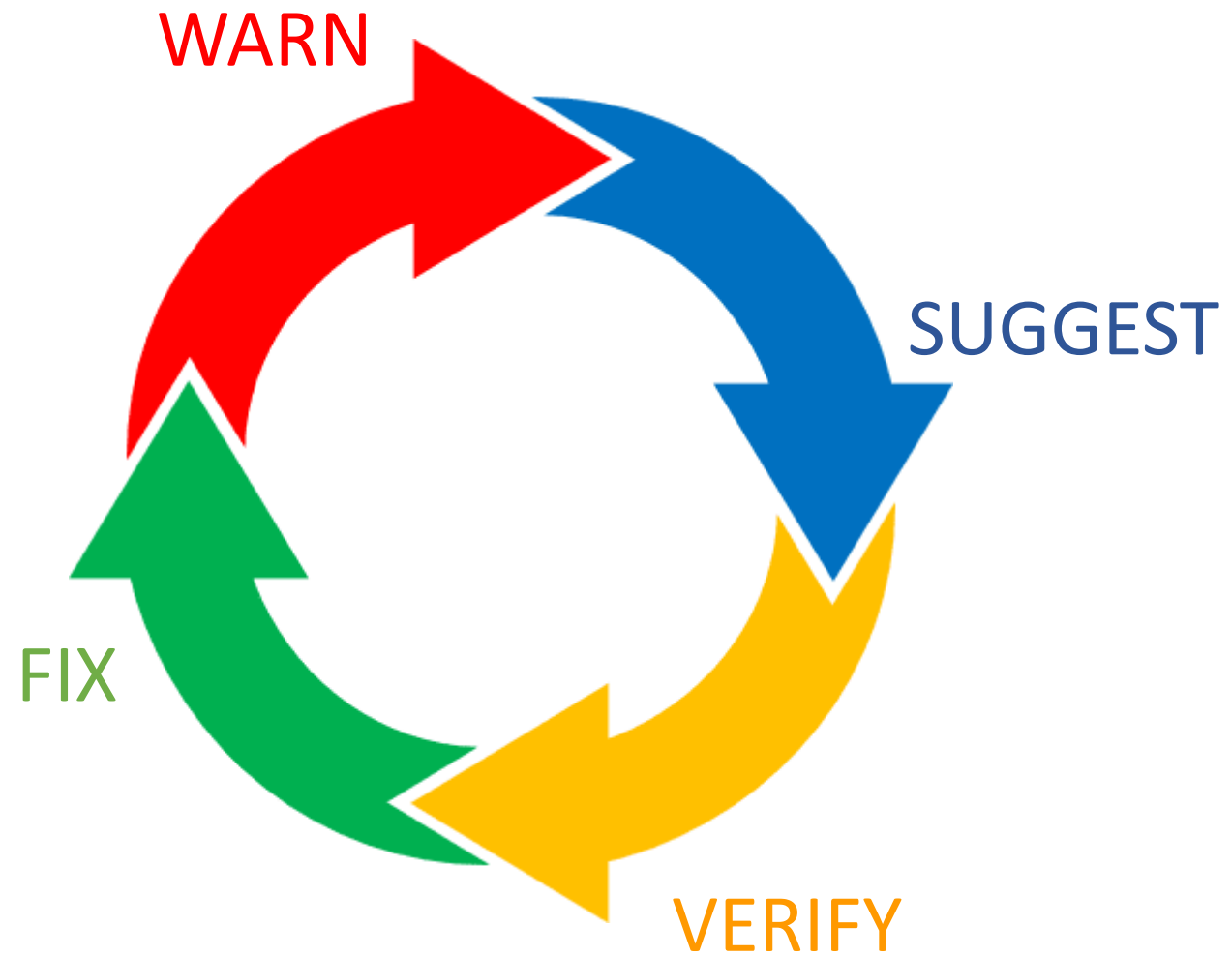
Benefits:

- Consistency
- Speed (4,800 files by three people in two years)
- Accountability
- Documentation (logs)
- Easy to understand
- Flexible QC
- Locally maintained
- Inexpensive

Built on open standards

- Xml/xpath/xslt as the common language (porting to JSON/html)
- EBU
- PBCore
- EXIF
- RIFF/INFO (Microsoft)
- Library of Congress
- Regex

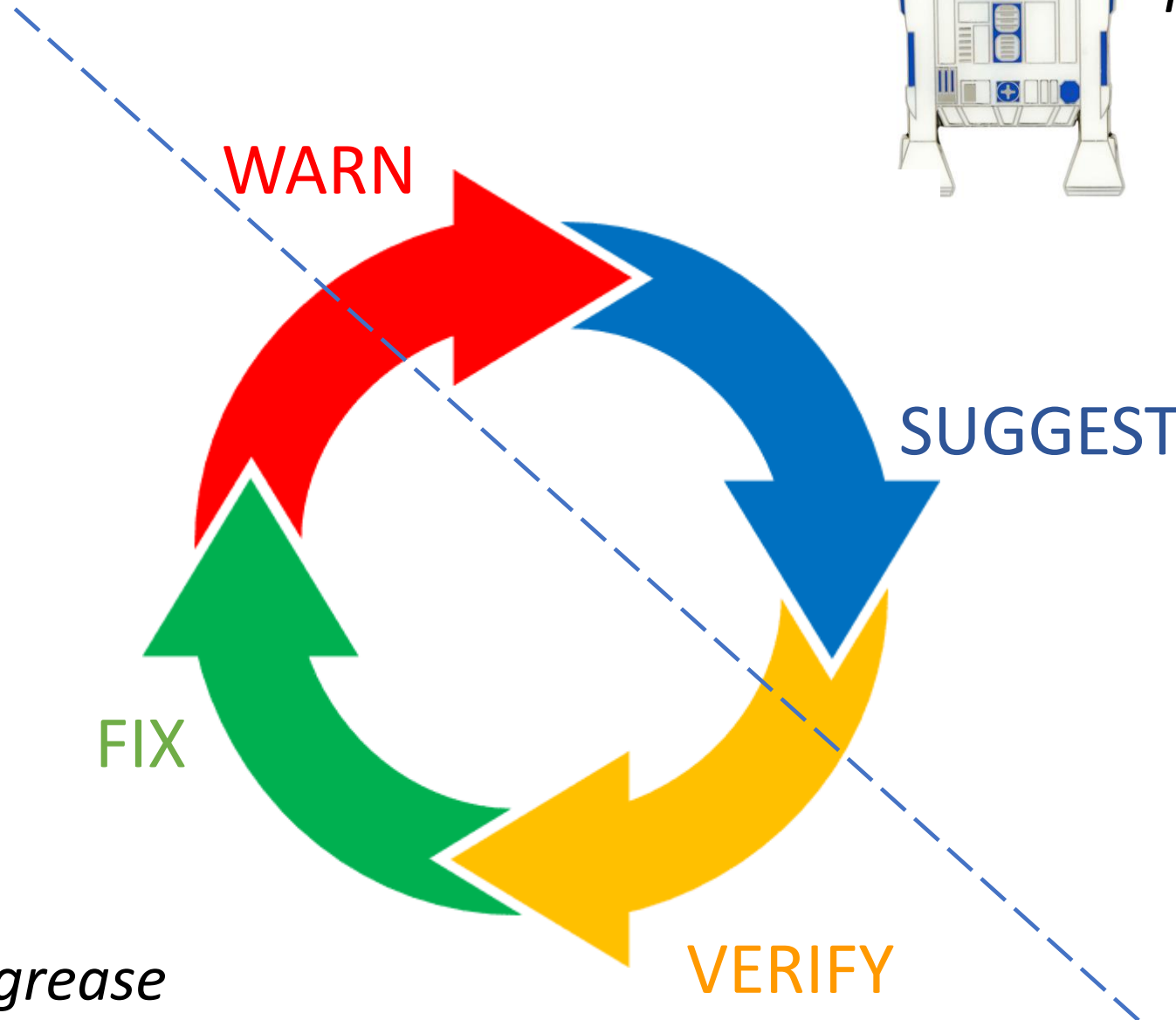
What is the Archives ingest protocol?



What is the Archives ingest protocol?



Programmatic



Elbow grease

What is the Archives ingest protocol?



Programmatic

WARN

SUGGEST

FIX

VERIFY



Elbow grease

What is the Archives ingest protocol?



Programmatic

WARN

SUGGEST

FIX

VERIFY



Elbow grease

What is the Archives ingest protocol?



Programmatic

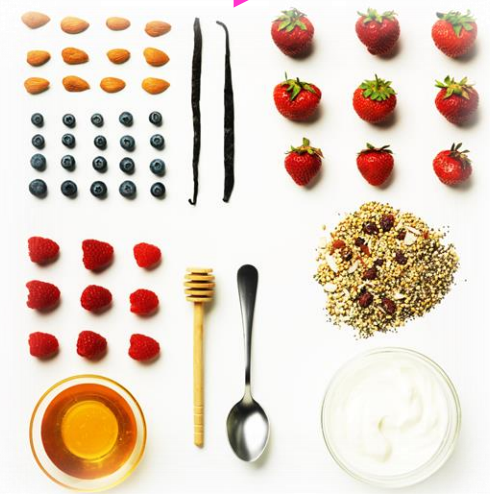
WARN

SUGGEST

FIX

VERIFY

Elbow grease



What is “quality”? (ISO 9001)

- “The degree to which a set of inherent existing characteristics fulfills requirements.”
- Aka “Say what you do, do what you say”
- Quality assurance: “Do not do that”
- Quality control: “Did you do that?”



I. 2018 - Present



... To this

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File Home Share View

Pin to Quick access Copy Paste Cut Copy path Paste shortcut Move to Copy to Delete Rename New folder New item Easy access Properties Open Select all Select none Invert selection

← → ↕ ↑ This PC > archives_dept (\\archive.wnyc.org) (W:) > ARCHIVESNAS1 > INGEST > 01 PLEASE REVIEW > Andy > ANYK Search ANYK

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Request!



Stanislaw Mikolajczyk - Behind the Iron Curtain, Part a

PART a OF: Stanislaw Mikolajczyk - Behind the Iron Curtain on Town Hall Club on 1946-11-16

Date: 1946-11-16

With: Mikołajczyk, Stanisław, 1901-1966

Subject headings: Soviet Union ; Cold War ; International relations ; Poland

Formats added: WAV. Hoover Institution Library and Archives

Request!

Teresa Sterne

Opening announcement (1:26) -- Scherzo in E \flat minor, op. 4 (6:17) ; Intermezzo in B \flat minor, op 117, no. 2 (4:38) / Brahms -- Sonata in C major (allegro) (2:17) ; Sonata in A major (allegro) (3:05) / Scarlatti -- US Treasury Department bond drive / by Louis Sachs (6:00) -- Prelude in A \flat major / Chopin (5:02) -- Fairy tale in B \flat minor, op 20, no. 1 / Medtner (3:06) -- Etude in E \flat major op. 42, no. 1 / Scriabin (1:42) -- The maiden and the nightingale / Granados (4:53) -- La campanella / Liszt (5:02) -- Closing comments (0:33).

Date: 1944-11-26

With: Sterne, Teresa

Subject headings: Women pianists ; Brahms, Johannes, 1833-1897 ; Scarlatti, Domenico, 1685-1757 ; Liszt, Franz, 1811-1886 ; Composition (Music) ; Composers

Formats added: WAV.



35) -- Chaconne in D minor : arr. from Violin partita, no. 2, BWV 1004 / J.S. Bach ; arr. by Busoni (14:19) -- Intermezzo in E flat minor / Brahms (5:09) . 2 and 10 / Shostakovich (4:10) -- Mephisto waltz / Liszt ; arr. by Busoni (12:12).

search



ENG

12:53 PM
3/18/2021

20

	INAM	IPRD	
1	Teresa Sterne	Keyboard Masters	Introductory announcement (0:42) -- Prelude 5, op. 32 (3:19) ; Prelude 7, op. 32
2	Election Night at Messinger Headquarters-Concession, Part a	News	PART a OF: Field recording. Flip side says "Hevesi"
3	Tombs Art Show / Poser, Mimi; Andrews, Benny	Round and About the Guggenheim	Mimi Poser attends the Tombs Art Show exhibition, which features work create
4	Center for Inter-American Relations. Aztec Stone Sculptures / Poser, Mimi; Stone, Roger; Paztory, Esther (2 copies)	Round and About the Guggenheim	Mimi Poser discusses the Center for Inter-American Relations and their exhibit
5	Stanislaw Mikolajczyk - Behind the Iron Curtain, Part a	Town Hall Club	PART a OF: Stanislaw Mikolajczyk - Behind the Iron Curtain on Town Hall Club
6	Stanislaw Mikolajczyk - Behind the Iron Curtain, Part b	Town Hall Club	PART b OF: Stanislaw Mikolajczyk - Behind the Iron Curtain on Town Hall Club
7	Teresa Sterne	Treasury Concert	Opening announcement (1:26) -- Scherzo in E b minor, op. 4 (6:17) ; Intermezz
8	Teresa Sterne	Treasury Concert	Introduction (0:35) -- Chaconne in D minor : arr. from Violin partita, no. 2, BWV
9	Teresa Sterne	Miscellaneous	Teresa Sterne speaks interviewer Lisa Sergio about the difference between perfo
10	Tribute to Leonide Massine	Music and Ballet	Announcer Rex Benware does a station ID and makes introductory remarks reg
11	Tribute to American Composers in Dance Form	Music and Ballet	Station ID. Introductory remarks by announcer Rex Benware regarding Irving D
12	Max Reinhardt's The Green Flute	Music and Ballet	Announcer Rex Benware makes the usual introduction to Irving Deakin noting
13	Tchaikovsky's Francesca da Rimini (Lichine)	Music and Ballet	The program opens with triumphant fanfare. Announcer Rex Benware makes in
14	First Anniversary Program: The Nutcracker Suite	Music and Ballet	Announcer Rex Benware introduces Music and Ballet's first anniversary program



search

1:10 PM
3/18/2021

20

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#archives-newly-added ☆

Add a topic



9



archivesNewlyAdded APP 4:39 PM

Tuesday, March 9th ▾

Newly added Archives items for 2021-03-09

13 assets from series Keyboard Masters, News, Round and About the Guggenheim, Town Hall Club, Treasury Concert, Miscellaneous, Music and Ballet

25 yrs ago

50 yrs ago

[Teresa Sterne](#)

[Election Night at Messinger Headquarters-Concession, Part a](#)

[Tombs Art Show / Poser, Mimi; Andrews, Benny](#)

[Center for Inter-American Relations. Aztec Stone Sculptures / Poser, Mimi; Stone, Roger; Paztory, Esther \(2 copies\)](#)

[Stanislaw Mikolajczyk - Behind the Iron Curtain, Part a](#)

[Teresa Sterne](#)

[Teresa Sterne](#)



Message #archives-newly-added



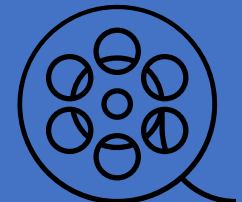
cavafy



DAViD
s y s t e m s



CMS



Which fields?

- Title
- Contributor
- Date
- Creator
- Keywords
- Description
- Genre
- Producing organization
- Show/series
- Copyright
- Original medium
- Comment
- Engineer
- Software
- Metadata source
- Provenance
- Technician
- Unique ID
- Coding history

On the Media, 1993-2001

title	Artist	Keywords	Distribution
Disney (hour 1): Timeless Values:	Alter, Jonathan ; Harwood, Richard C. ; Madrick, Jeffrey G	American Broadcasting Company ; Consolidated	Terms of Use a
Disney (hour 1): Timeless Values:	Alter, Jonathan ; Harwood, Richard C. ; Madrick, Jeffrey G	American Broadcasting Company ; Consolidated	Terms of Use a
ge of China (hour 1): Michael Mo	Kristof, Nicholas D., 1959- ; Lieberthal, Kenneth ; Moore, M	Moore, Michael, 1954 April 23- ; TV nation (Te	Terms of Use a
ge of China (hour 1): Michael Mo	Kristof, Nicholas D., 1959- ; Lieberthal, Kenneth ; Moore, M	Moore, Michael, 1954 April 23- ; TV nation (Te	Terms of Use a
Events (hour 1): Broadcasting H	Coliver, Sandra ; Fertig, Beth, 1966- ; Spicer, Keith, 1934-	History	Terms of Use a
Events (hour 1): Broadcasting H	Coliver, Sandra ; Fertig, Beth, 1966- ; Spicer, Keith, 1934-	History	Terms of Use a
g Nuclear Issues (hour 1): News	Burnham, David, 1933- ; Collins, Gail ; Dwyer, Jim, 1957- ;	Nuclear industry—Press coverage ; Nuclear w	Terms of Use a
g Nuclear Issues (hour 1): News	Burnham, David, 1933- ; Collins, Gail ; Dwyer, Jim, 1957- ;	Nuclear industry—Press coverage ; Nuclear w	Terms of Use a
d the Press (hour 1): Prisoners' F	Williams, Ian, 1949- ; Tessitore, John ; Williams, Patricia J	United Nations ; United Nations—Publicity ; Pr	Terms of Use a
d the Press (hour 1): Prisoners' F	Williams, Ian, 1949- ; Tessitore, John ; Williams, Patricia J	United Nations ; United Nations—Publicity ; Pr	Terms of Use a
nas/Reporters' Privilege (hour 1	Andrews, Edmund L. ; Corn, David ; Kirtley, Jane E. ; Prote	Telecommunication—Deregulation—United Sta	Terms of Use a
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News (hour 1): Channel One (ho	Bandelet, Asha ; De Uriarte, Mercedes Lynn ; Falcón, Ang	Daily news (New York, N.Y. : 1920) ; American	Terms of Use a
News (hour 1): Channel One (ho	Bandelet, Asha ; De Uriarte, Mercedes Lynn ; Falcón, Ang	Daily news (New York, N.Y. : 1920) ; American	Terms of Use a
hones (hour 1): Violence in the M	Crouch, Stanley ; Dyson, Michael Eric ; Ledbetter, James	Violence in mass media ; Gingrich, Newt ; Dol	Terms of Use a
hones (hour 1): Violence in the M	Crouch, Stanley ; Dyson, Michael Eric ; Ledbetter, James	Violence in mass media ; Gingrich, Newt ; Dol	Terms of Use a
g Diseases (hour 1): Language	Bazell, Robert ; Clark, Roy Peter ; Henig, Robin Marantz ;	Ebola virus disease ; Epidemics ; Diseases—	Terms of Use a
g Diseases (hour 1): Language	Bazell, Robert ; Clark, Roy Peter ; Henig, Robin Marantz ;	Ebola virus disease ; Epidemics ; Diseases—	Terms of Use a
criticism (hour 1): Environment (h	Easterbrook, Gregg ; Friedman, Sharon M. ; Kurtz, Howard	Press criticism ; Mass media criticism ; Mass	Terms of Use a
criticism (hour 1): Environment (h	Easterbrook, Gregg ; Friedman, Sharon M. ; Kurtz, Howard	Press criticism ; Mass media criticism ; Mass	Terms of Use a
and PR (hour 1): Public Cynicism	Gelber, David ; Gutman, Roy ; Kohut, Andrew ; Nelson, Da	Yugoslav War, 1991-1995—Campaigns—Bosni	Terms of Use a
and PR (hour 1): Public Cynicism	Gelber, David ; Gutman, Roy ; Kohut, Andrew ; Nelson, Da	Yugoslav War, 1991-1995—Campaigns—Bosni	Terms of Use a
radio and Militias (hour 1): Open F	Berlet, Chip ; Cohen, Jeff, 1951- ; Strossen, Nadine	Telecommunication—Deregulation—United Sta	Terms of Use a
radio and Militias (hour 1): Open F	Berlet, Chip ; Cohen, Jeff, 1951- ; Strossen, Nadine	Telecommunication—Deregulation—United Sta	Terms of Use a

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the Appalachian Trail Conference speaks. &#x0d;&#x0a; &#x0d;&#x0a; Robert E. Sherwood, author and playwright, speaks about Whitman's life, particularly focusing on the fact that
Whitman too lived through war times. and reads his work, "Song of Myself" and an excerpt from "Leaves of Grass." Throughout his speech Sherwood makes comparisons between
Walt Whitman and Abraham Lincoln.&#x0d;&#x0a; &#x0d;&#x0a; References to a proposed super highway. Robert Moses, who speaks about the works of the Parks Department.
&#x0d;&#x0a;</ISBJ>
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FA DGI

BWF MetaEdit - Audio-Visual Working Group of the Federal Agencies Digital Guidelines Initiative

FileViewImportExportOptionsHelp


1


Dedication of the Walt Whitman statue by Jo Davidson at the bear Mountain-Harriman State Park.


Save

Tech

Core







FA DGI

ISBJ

FA DGI

ISBJ

Dedication of the Walt Whitman statue by Jo Davidson at the bear Mountain-Harriman State Park.

Begins abruptly. Myron H Avery, chairman of the Appalachian Trail Conference speaks.

Robert E. Sherwood, author and playwright, speaks about Whitman's life, particularly focusing on the fact that Whitman too lived through war times. and reads his work, "Song of Myself" and an excerpt from "Leaves of Grass." Throughout his speech Sherwood makes comparisons between Walt Whitman and Abraham Lincoln.

References to a proposed super highway. Robert Moses, who speaks about the works of the Parks Department.

Import file...

Export file...


OK

Cancel

MD in Windows

AVE Audio File	653 KB	http://id.loc.gov/authorities/names/n...	Importance of cyberspace...	On The Media	http://id.loc.gov/...	Terms of Use and Reproductio...	http://id.loc.gov/authoriti...	Excerpt	1994
AVE Audio File	12,716 KB	http://id.loc.gov/authorities/names/n...	Reporting on Risk (hour 1...	On The Media	http://id.loc.gov/...	Terms of Use and Reproductio...	http://id.loc.gov/authoriti...	News magazine	1995
AVE Audio File	12,716 KB	http://id.loc.gov/authorities/names/n...	Reporting on Risk (hour 1...	On The Media	http://id.loc.gov/...	Terms of Use and Reproductio...	http://id.loc.gov/authoriti...	News magazine	1995
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AVE Audio File	12,716 KB	http://id.loc.gov/authorities/names/n...	Reporting on Risk (hour 1...	On the Media	http://id.loc.gov/...	Terms of Use and Reproductio...	http://id.loc.gov/authoriti...	News magazine	1995
AVE Audio File	12,716 KB	http://id.loc.gov/authorities/names/n...	Reporting on Risk (hour 1...	On the Media	http://id.loc.gov/...	Terms of Use and Reproductio...	http://id.loc.gov/authoriti...	News magazine	1995
AVE Audio File	3,516,264 KB	http://id.loc.gov/authorities/names/n...	Football, Fox, 4th Networ...	On The Media	http://id.loc.gov/...	Terms of Use and Reproductio...	http://id.loc.gov/authoriti...	News magazine	1994
AVE Audio File	4,031,386 KB	http://id.loc.gov/authorities/names/n...	Football, Fox, 4th Networ...	On The Media	http://id.loc.gov/...	Terms of Use and Reproductio...	http://id.loc.gov/authoriti...	News magazine	1994
AVE Audio File	4,031,386 KB	http://id.loc.gov/authorities/names/n...	Football, Fox, 4th Networ...	On The Media	http://id.loc.gov/...	Terms of Use and Reproductio...	http://id.loc.gov/authoriti...	News magazine	1994
AVE Audio File	3,516,264 KB	http://id.loc.gov/authorities/names/n...	Football, Fox, 4th Networ...	On The Media	http://id.loc.gov/...	Terms of Use and Reproductio...	http://id.loc.gov/authoriti...	News magazine	1994
AVE Audio File	4,105,891 KB	http://id.loc.gov/authorities/names/n...	Current Events (hour 1); B...	On The Media	http://id.loc.gov/...	Terms of Use and Reproductio...	http://id.loc.gov/authoriti...	News magazine	1995
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AVE Audio File	4,085,560 KB	http://id.loc.gov/authorities/names/n...	Covering the Stock Marke...	On The Media	http://id.loc.gov/...	Terms of Use and Reproductio...	http://id.loc.gov/authoriti...	News magazine	1994

MD in downloaded MP3 (MediaInfo)



The screenshot shows the MediaInfo application window. The title bar reads "MediaArea.net/MediaInfo - H:\04 PROMOTION\20190412DigitalPresentation\archive_import84843.mp3". The menu bar includes File, View, Options, Debug, Help, and Language. A status bar at the bottom indicates "A new version is available" and "Digimetrics website". The main content area displays the following metadata:

Complete name : H:\04 PROMOTION\20190412DigitalPresentation\archive_import84843.mp3
Format : MPEG Audio
File size : 95.1 MiB
Duration : 1h 43mn
Overall bit rate mode : Constant
Overall bit rate : 128 Kbps
Album : On the Media
Track name : WNYC-OTM-1997-02-09-84843.4 Graham & OJ vs SOTU WEB EDIT
Performer : Graham, Katharine, 1917-2001 ; Jennings, Peter, 1938-2005 ; Goldstein, Tom
Comment : Copyright 2019, Host Alex S. Jones interviews Katharine Graham, former publisher and board chair of The Washington Post, on the publication of her autobiography Personal History; discusses with ABC News anchor Peter Jennings the news choices made when the O.J. Simpson civil trial verdict might have been announced at the same time as the State of the Union address; and discusses the Simpson verdict coverage with Austin Long-Scott, professor at San Francisco State University and Tom Goldstein, Dean of the Journalism school at University of California-Berkeley. // Technical info: This is an edited version of the preservation master file. No WNYC news / Comment: For additional details see <https://cavafy.wnyc.org/assets/f9220916-e4e5-4442-8818-0c1fe5cef74c>

General

Complete name :	H:\04 PROMOTION\20190412DigitalPresentation\archive_import84843.mp3
Format :	MPEG Audio
File size :	95.1 MiB
Duration :	1h 43mn
Overall bit rate mode :	Constant

MD in downloaded MP3 (VLC, QT)

Current Media Information

General Metadata Codec Statistics

Title
WNYC-OTM-1997-02-09-84843.4 Graham & OJ vs SOTU WEB EDIT

Artist
Graham, Katharine, 1917-2001 ; Jennings, Peter, 1938-2005 ; Goldstein, Tom

Album
On the Media

Genre

Now Playing

Publisher

Copyright

Encoded by

Comments
Copyright 2019, Host Alex S. Jones interviews Katharine Graham, former publisher and board chair of The Washington Post, on the publication of her autobiography Personal History; discusses with ABC News anchor Peter Jennings the news choices made when the O.J. Simpson civil trial verdict might have been announced at the same time as the State of the Union address; and discusses the Simpson verdict coverage with Austin Long-Scott, professor at San Francisco State University and Tom Goldstein, Dean of the Journalism school at University of California-Berkeley.

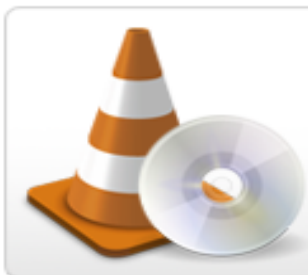
Technical info: This is an edited version of the preservation master file. No WNYC news
Comment: For additional details see <https://cavafy.wnyc.org/assets/f9220916-e4e5-4442-8818-0c1fe5cef74c>

Date

Track number /

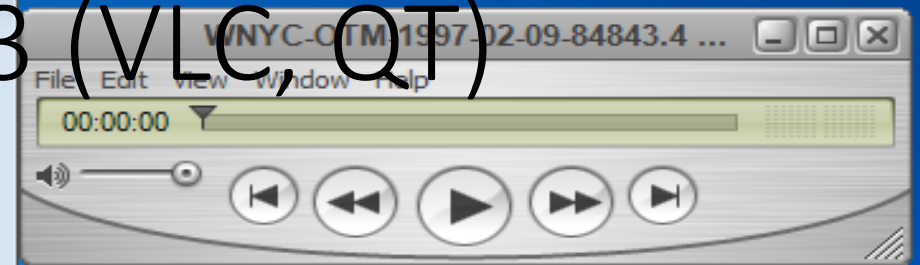
Language

Fingerprint



Location: H:\04 PROMOTION\20190412DigitalPresentation\archive_import84843.mp3

Close



WNYC-OTM-1997-02-09-84843.4 Graham...

WNYC-OTM-1997-02-09-84843.4 Graham & ...
Graham, Katharine, 1917-2001 ; Jennings, Peter, 1938-2005 ; Goldstein, Tom
On the Media

Copyright 2019, Host Alex S. Jones interviews Katharine Graham, former publisher and board chair of The Washington Post, on the publication of her autobiography Personal History; discusses with ABC News anchor Peter Jennings the news choices made when the O.J. Simpson civil trial verdict might have been announced at the same time as the State of the Union address; and discusses the Simpson verdict coverage with Austin Long-Scott, professor at San Francisco State University and Tom Goldstein, Dean of the Journalism school at University of California-Berkeley.

Technical info: This is an edited version of the preservation master file. No WNYC news
Comment: For additional details see

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Data Rate: 121.70 kbits/sec
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Duration: 01:44:05.88

1113 WAVE files now with CMS data

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http://www.newsounds.org/story/lucero-in-studio/	NYPR audio. Story id is 537264.	JOHNS
http://www.wnycstudios.org/story/death-sex-money-hot-dates-kickoff/	WNYP audio. Story id is 858015.	ABACON
http://www.wnyc.org/story/indian-ink-stoppard-creates-romantic-world/	WNYP audio. Story id is 405186.	JVANASCO
http://www.wnyc.org/story/judge-who-approved-treatment-instead-jail-why-not/	WNYP audio. Story id is 540952.	AFERTOLI
http://www.wnyc.org/story/transportation-secretary-tells-congress-president-trump-targeting-new-train-tunnel/	WNYP audio. Story id is 838915.	WNYPNEWS
http://www.wnyc.org/story/trump-administration-moves-take-control-toxic-passaic-river-cleanup/	WNYP audio. Story id is 828534.	WNYPNEWS
http://www.wnycstudios.org/story/michael-stipe/	WNYP Studios audio. Story id is 673871.	EBOTEIN
http://www.wnyc.org/story/dr-downtown-curing-what-ails-new-jersey-main-streets/	WNYP audio. Story id is 512976.	CR2USER
http://www.wnyc.org/story/brief-history-weeksville/	WNYP audio. Story id is 833605.	CR2USER
http://www.wnycstudios.org/story/death-sex-money-hot-dates-last-summer-nights/	WNYP audio. Story id is 879983.	SJOYCE
http://www.wnyc.org/story/low-homeownership-puts-newarks-low-income-renters-risk-city-transforms/	WNYP audio. Story id is 734990.	MCEOD



LEON LEVY FOUNDATION

II. 2020 - 2025

Series QC (html)

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Clipboard Font Alignment Number Styles

Calibri 11 A A

B I U

General

Conditional Formatting Format as Table Cell Styles

Series QC (.csv)

H2 0

	A	B	C	D	E	F	G	H	I	J	K	L	M	
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2	https://cavafy.wnyc.org/assets/65b159	0	0	0	0	0	0	0	0	1	1	0	0	
3	https://cavafy.wnyc.org/assets/c17d2e	0	0	0	0	0	0	1	0	1	1	0	0	
4	https://cavafy.wnyc.org/assets/9b976e	0	0	0	0	0	1	1	0	1	1	0	0	
5	https://cavafy.wnyc.org/assets/57f15a	0	0	0	0	0	1	0	0	1	1	0	0	
6	https://cavafy.wnyc.org/assets/fea4b2	0	0	0	0	0	1	1	0	1	1	0	0	
7	https://cavafy.wnyc.org/assets/0db043	0	0	0	0	0	1	1	0	1	1	0	0	
8	https://cavafy.wnyc.org/assets/4a99df	0	0	0	0	0	1	0	0	1	1	0	0	
9	https://cavafy.wnyc.org/assets/5a3cde	0	0	0	0	0	1	1	0	1	1	0	1	
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19	https://cavafy.wnyc.org/assets/eeb920	0	0	0	0	0	1	0	0	1	1	0	0	
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Levy Vendor Workflow

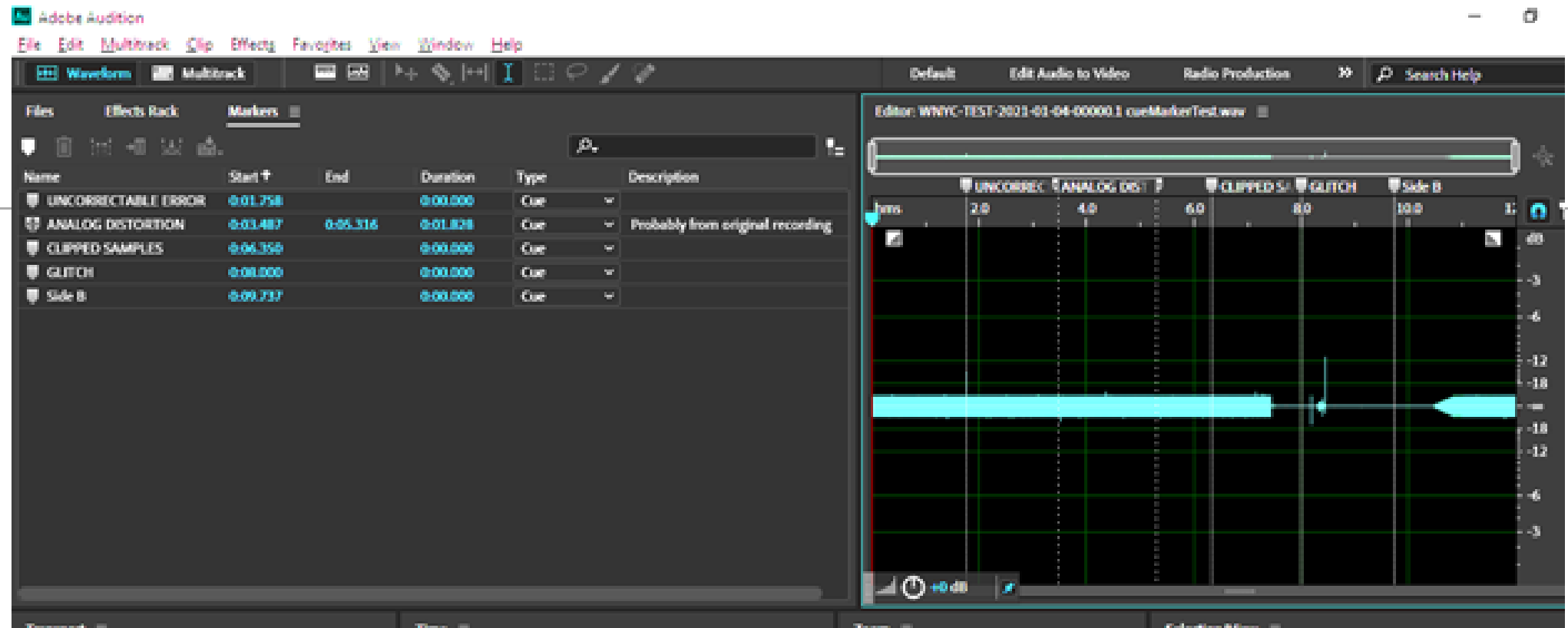
- Usually a series restricted by a format
2. Check metadata
 - Use seriesQC.xsl to get a sense of the shipment's metadata health
3. Fix metadata in cavafy
 - Try to find sources of metadata from anywhere: producers, the vault, program guides
 - Flag fields or records that will require review of digital files to complete
4. Repeat steps above until satisfactory
 - Remember, seriesQC is pretty strict
5. Generate instantiation list as xml
 - This will be the output from a mySQL query, formatted as xml
 - A good starting query: <https://github.com/nypublicradio/nypr-archives/blob/master/mySQLmanifest>
6. Generate manifest as a master Excel spreadsheet
 - Run the instantiation list on masterRouter.xsl
 - Any errors will stop the process
7. Fix metadata in cavafy
8. Check against physical inventory
 - Use either carriers or their photographs
 - Delete the carriers that cannot be located from manifest



Vendor Statement of Work

Below is a screenshot of five (method 5) markers inserted in https://drive.google.com/file/d/1YU6XGlueWUuvmXoWmO6bTAf_5Xgvdaghi/view?usp=sharing

The first marker is an uncorrectable error, presumably automatically ingested from the playback device's "uncorrectable error" flag. The second one is a couple of seconds where the transfer engineer heard analog distortion; note the additional description. The third and fourth markers come from a post-transfer analysis. The fifth one marks the start of Side B.

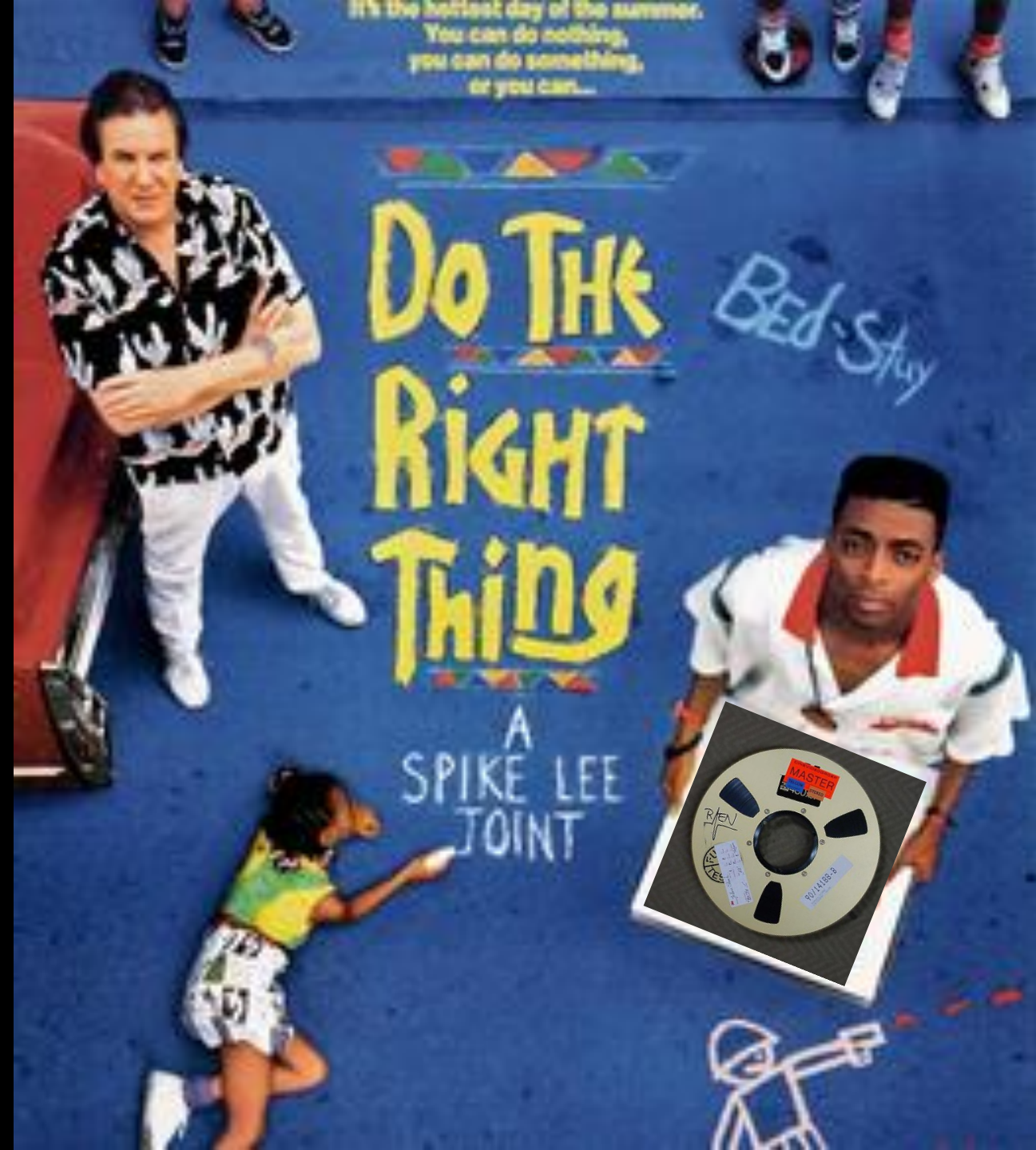


XML

Result

XSL

Lessons learned



Future developments

- Automation/ .bat files
- Document, document, document
- Continuous refinement





ORANGELOGIC

III. 2021 - 2028

DAMS Functional Requirements

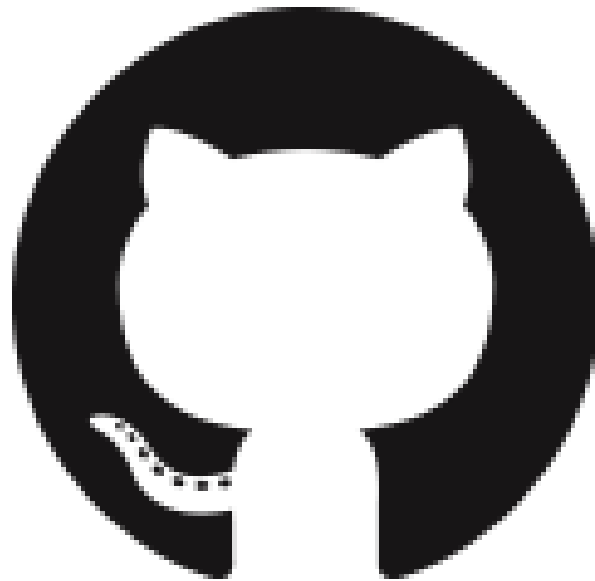
- Store Broadcast WAVE files
 - Store ~ 25 text fields (18 ASCII, 1 UTF-8, some boolean)
 - Embed metadata
 - Import/export XML/CSV
-
- No additional management

Archives commits to deliver...

- 45k new files from the Levy Foundation Project
- 49k newscasts in DAVID
- 25k files with 'theme' in DAVID
- 91k transfers from legacy carriers
- TOTAL: 210,000 BWAV conformant files

Visit us

<https://github.com/nypublicradio/nypr-archives-ingest-scripts>





Thank you!

Image credits: Austin Radcliffe, imdb, Viator, 123rf, LucasFilms, cpb, Leon Levy Foundation, 40 Acres and a Mule, Orange Logic