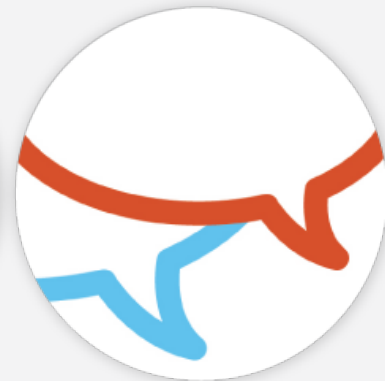# eBooks Preservation at Scholars Portal

Kate Davis & Grant Hurley
Scholars Portal, Ontario Council of University Libraries

The Charlotte Initiative Open Conference
March 10, 2017

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

OCUL

Shared digital information infrastructure & services (Scholars Portal)

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

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

What 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

Why We Load

Background

2007 OCUL identified the need for an organized digital preservation effort

2010 Digital Preservation Policy librarian hired

2012 CRL audit

TDR Certification **2013** OCUL was granted accreditation as a Trustworthy Digital Repository

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

TDR Certification

Progress towards formal preservation

Books Preservation:

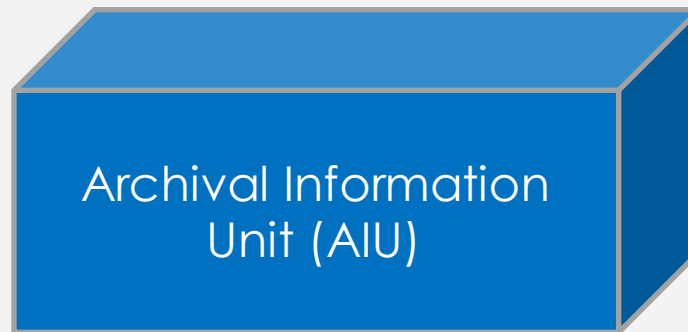- Definitions and Decisions
- Draft workflow

TDR Recertification:

- Books-specific considerations
- Frameworks for documentation

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

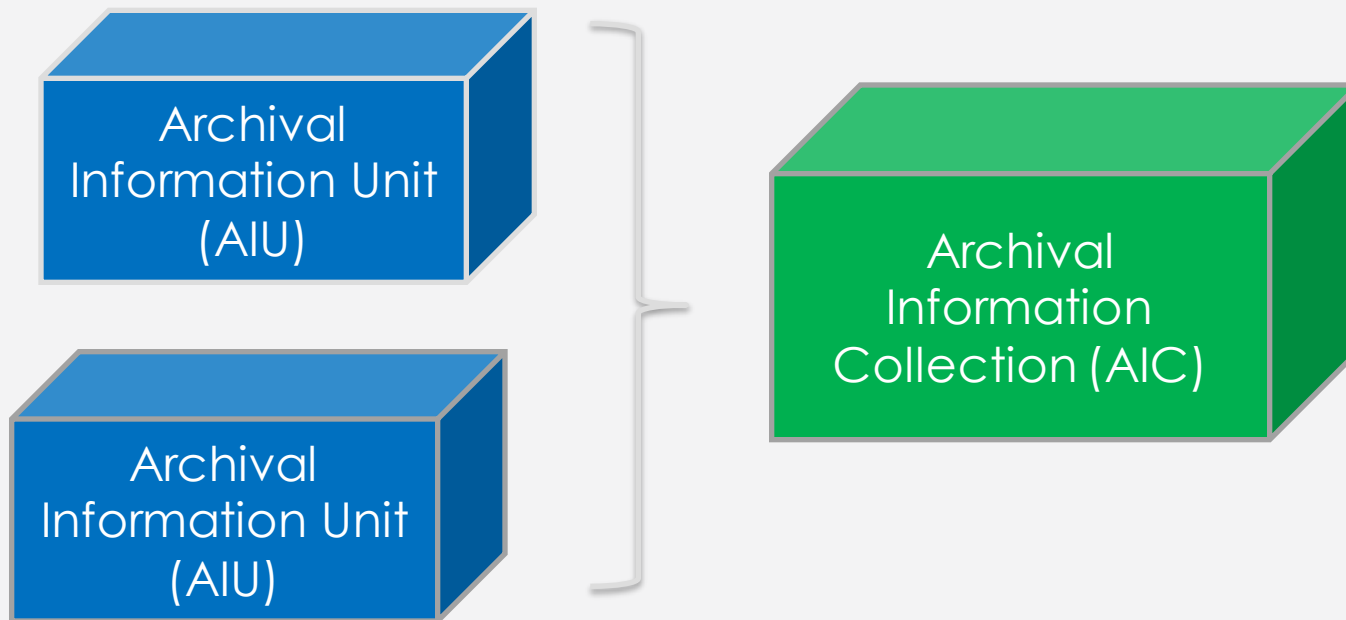Supplementary files

+

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)
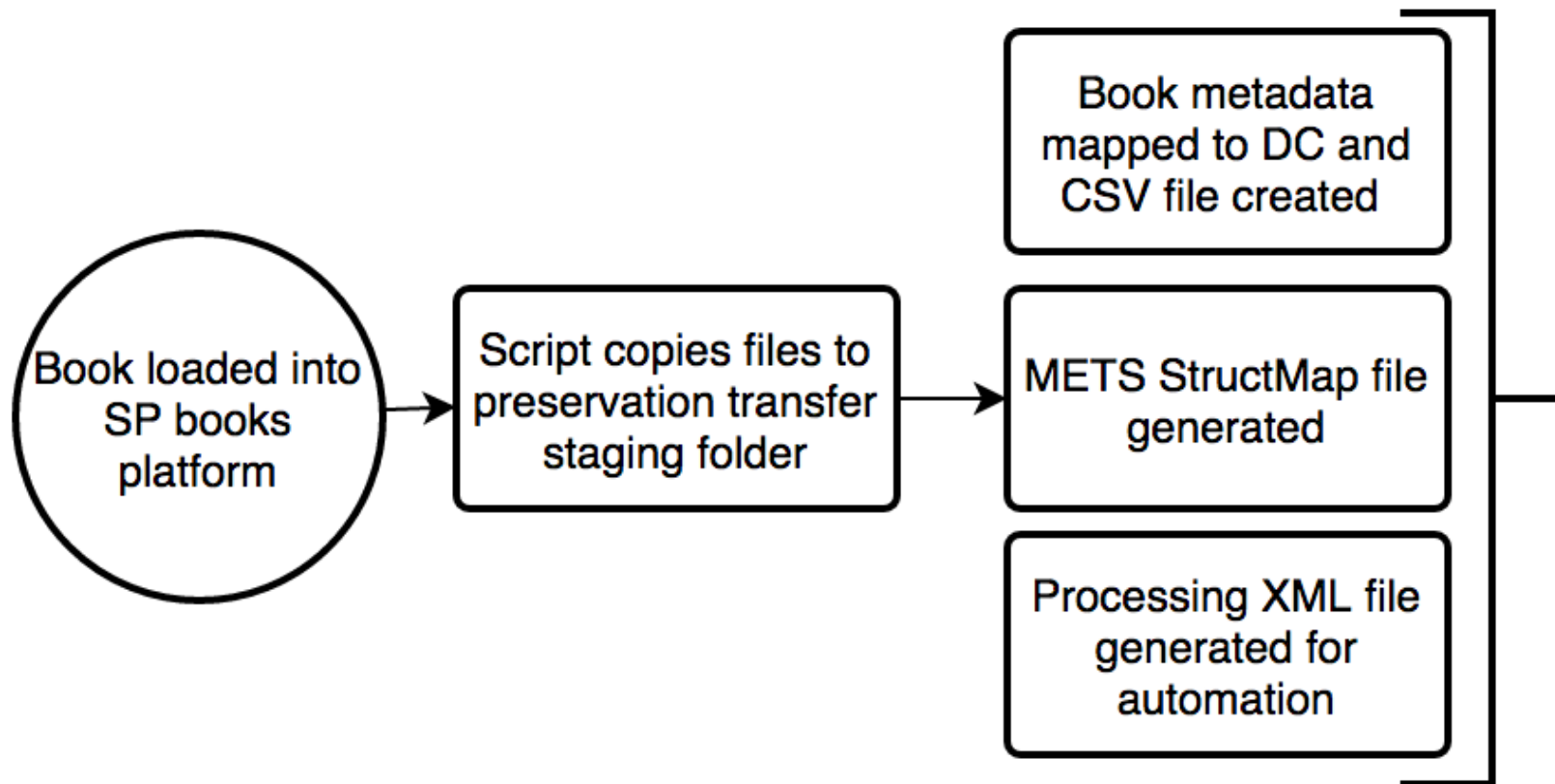 - Accounts for updates and corrections
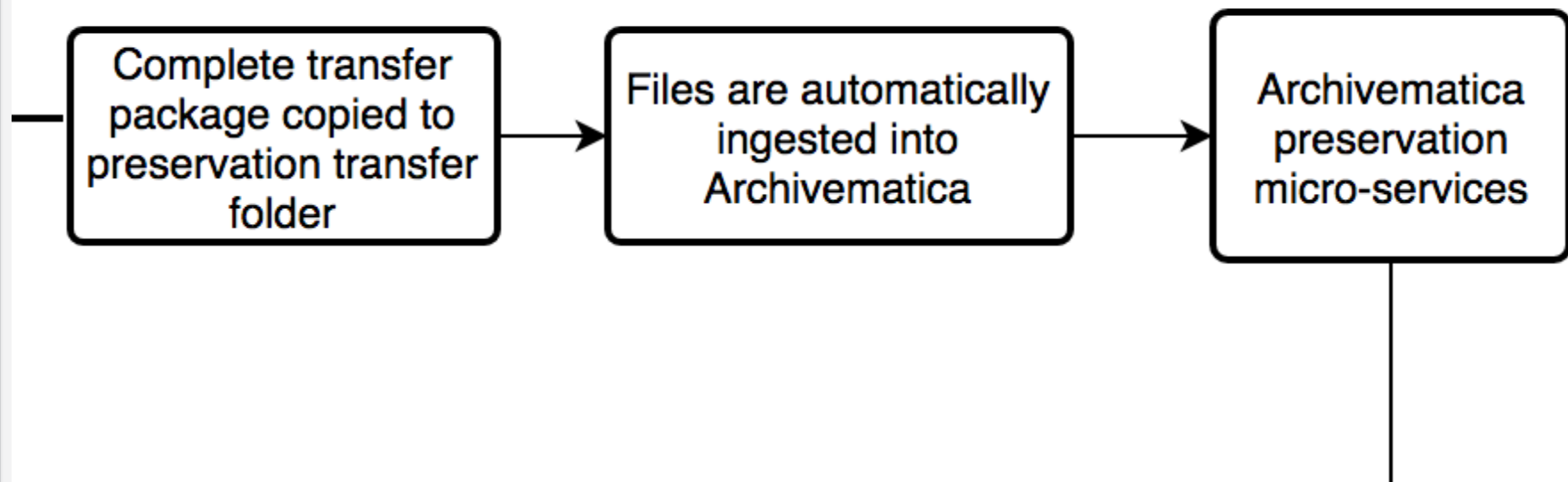
C. Definitions and Decisions

archivematica

- Automates preservation processing workflow for creating standards-compliant archival packages

- Performs automatic preservation processes such as fixity checking, file identification, metadata extraction and creation

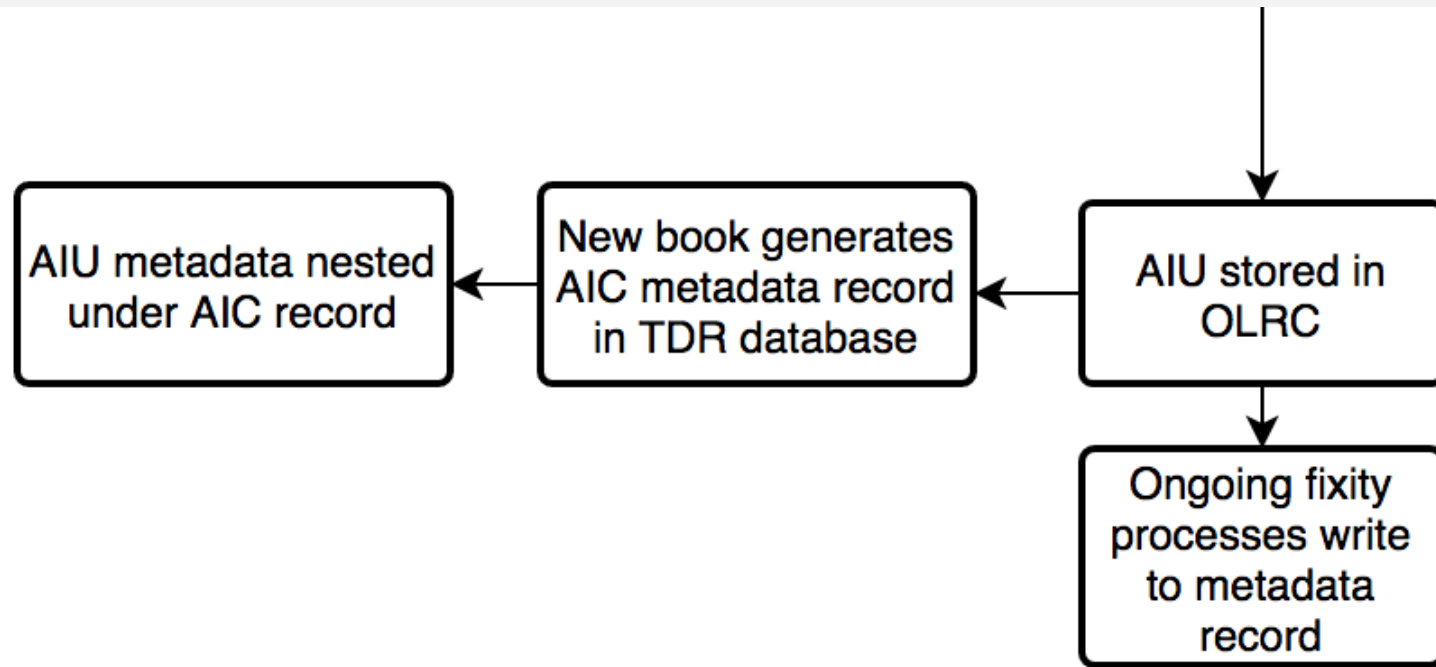# A. Draft Workflow

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

Complete transfer package copied to preservation transfer folder → Files are automatically ingested into Archivematica → Archivematica preservation micro-services

C. Draft Workflow

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

Section	Statements embedding journals-specific content	Percent of total statements
Organizational Infrastructure	3	13%
Digital Object Management	12	20%
Infrastructure & Security Risk Management	2	8%

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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