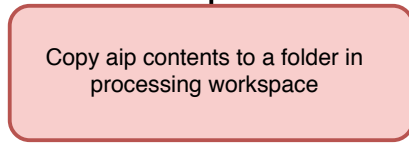
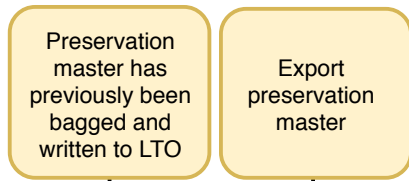


AIP Creation Workflow

Russell Library Oral History and Media Unit

Updated October 2018



rsync

only for bags

bagit.py

Validate bags to ensure fixity

Delete .txt files from within bag

Normalize all folder and file names to lowercase

Rename folders to match format 'aip-id'

If bag: rename 'data' folder to 'objects'. If not, create 'objects' folder in each aip directory

Delete non-preservation files from 'objects' folder

Make 'metadata' folder in each aip directory

Generate mediainfo.xml for files in each 'objects' folder

MediaInfo

Run two stylesheet transformations to generate preservation master.xml

saxon9he
mediainfo-cleanup.xsl
mediainfo-to-master.xsl

Bag each aip directory and validate bags

bagit.py

Rename each bag as either aip-id_media_bag or aip-id_metadata_bag

Tar and zip each bag (save output in aips-to-ingest folder)

prepare_bag (perl script)
tar
bzip2

Manifest of all files in tar/zip folder

m5deep (Mac OS script)
md5sum (Linux Red Hat script)

Copy files to separate processing space before final ingest

Review script log in Terminal:

- any errors reported?
- master.xml invalid?
- invalid bags?

Review master.xml for accuracy:
correct aip-id, PREMIS fields,
preservation files present

Schedule job and ingest into digital preservation system

web interface