MAST® – ICA SIO
Digitization - Strategy to a solution

United Nations Library and Information Network for Knowledge Sharing

UN-LINKS - 2013
Extended Functions

ICA REFERENCE

POLICIES Procedures

ICA COLLABORATION

MAST (R)
Mobile Archives Standardization Tool
Key Functions

ASSESSMENT tool

STANDARDS

TRAINING

POC

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Milovan Misic – Geneva, September 2013
DPCMM Score Submission

DPCMM metric can have a value between 0 and 4. If a self-assessment or mapping exercise determines that a performance score of 3 for a specific component is appropriate, it becomes the organization’s Index Value.

ISO Standards

Name & Last name

Email

Policy
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DPCMM Self Survey

Survey Components

Background

The DPCMM is based on the functional specifications of ISO 14721, the auditing criteria of TRAC and ISO 16363, and accepted best practices in operational digital repositories. The DPCMM is a systems-based tool for charting an evolutionary path from disorganized and undisciplined management of electronic records, or the lack of a systematic digital continuity approach, into increasingly mature stages of digital preservation capability.
COMPONENT 14: Preservation Metadata

LEVEL SELF ASSESSMENT STATEMENT

<table>
<thead>
<tr>
<th>LEVEL</th>
<th>SELF-ASSESSMENT STATEMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Little or no preservation metadata is created, captured or maintained for electronic records.</td>
</tr>
<tr>
<td>1</td>
<td>Minimal preservation metadata is available to support electronic records in the archival repository.</td>
</tr>
<tr>
<td>2</td>
<td>A partially conforming ISO 14721 preservation metadata scheme (like Dublin Core) is in place for electronic records in the archival repository.</td>
</tr>
<tr>
<td>3</td>
<td>A preservation metadata schema is in place that includes a data dictionary that identifies ISO 14721 conforming comprehensive</td>
</tr>
</tbody>
</table>

Survey Questionnaire

Digital Preservation Assessment

Description

Method

This capability maturity model consists of fifteen (15) components, or key process areas, that are necessary and required for the long-term continuity and preservation of authentic, accessible and reliable electronic records. Each component is identified and metrics for each of the five (5) levels of digital preservation capability are described. The objective of the model is to provide a process and performance framework (or benchmark) against best practice standards and foundational principles of records management, information governance, and archival science.

COMPONENT 14: Preservation Metadata
DPCMM Score Submission

DPCMM metric can have a value between 0 and 4. If a self-assessment or mapping indicates that a performance score of 3 for a specific component is appropriate, it becomes the organization's Index Value.

Milovan Misic

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Sent Successfully

Your score is automatically sent to DPCMM (c) Team for review and analysis

Submit
Standards

ISO 15489

ISO 14721

ICA Req
Curriculum
IRMT ICA Curriculum

Digital Preservation (DP)

DP_Lesson 1

DP_Lesson 2

DP_Lesson 3

DP_Lesson 4

DP_Lesson 5
“Tempo Box is instant and convenient! The Windows desktop client is fast and intuitive and the mobile iPhone app is very fast and user friendly.”

— Koen Michiels, Delaware Consulting

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THANK YOU

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