SOUTRON

PRODUCT FACT SHEET

Soutron Archives Management

Enterprise archives without compromise

OVERVIEW

Soutron Archives Management is an advanced archival platform developed in collaboration with the Archives of Ontario, supporting archives of all sizes and complexity.

Key Benefits

– Standards-compliant archival management.
– Powerful descriptive database.
– Flexible workflows.
– Long-term preservation support.
– Integrated collection management.

Core Features

– Archives Descriptive Database (ADD).
– Accessioning.
– Finding Aids.
– Conservation Management.
– Reading Room Services.
– Reproduction Requests.
– Off-Site Storage Tracking.
– Reporting Tools.

Standards Supported

Archival standards supported include:

– RAD (Rules for Archival Description).
– DACs (Documenting Archival Collections).
– ISAD(G) Standards, Dublin Core.
– ISAAR (International Standard Archival Authority).

MINISIS is also:

– ANSI/NISO compliant.
– ISO 15489 compliant for Records Management.
– 87 metadata compliant for images.
– ISO 2709 compliant.
– MARC21 compliant.
– UK Spectrum compliant.
– EAD compliant.

BENEFITS IN DETAIL

Archives Descriptive Database (ADD)

The core feature of the application is the Archives Descriptive Database (ADD), which organizes archive holdings from fonds or collection level to individual items. Auxiliary databases for accessions, name/authorities, donors, and optional shelf location lists are linked hierarchically and laterally for comprehensive data management and display.

Additionally, a robust approvals process ensures quality control, with role-based permissions allowing senior officers to review records and archivists to edit only their own entries.

Customizable OPAC web portal

Assess immediate and long-term preservation needs, such as storage capacity, preservation file formats and associated metadata in addition to data integration and access requirements.

Comprehensive Metadata Management

Easily build glossaries and manage taxonomies. Learn more about MINISIS Metadata Management.

BENEFITS IN DETAIL

Safe & Secure HRDBMS

The internationally proven, multilingual MINISIS HDBMS is one of the safest database engines available. MINISIS is cleared to Protected B Status from IT and physical perspectives. Furthermore, our software has been in use for over 50 years without any security breaches. With Multiple security and auditing tools built in, MINISIS clients can rest assured that their data is safe and secured. MINISIS has several applications built for security, anti-terrorism and tracking systems and it has consistently passed independent security reviews.

Easily integrate and transfer data

Integrates seamlessly with MINISIS Library Management and MINISYS Museum Management. MINISIS also easily integrates with other systems through various protocols, including XML, SOAP, ODBC, API integrations, MARC import and Z39.50/87.

Off-Site Storage

MINISIS integrates with third-party storage facilities such as Iron Mountain through an API to locate and track containers.

Reports

Predefined reports and a complete report generator to build on-demand reports are provided.

MODERNIZED ARCHIVES MANAGEMENT

Integrated Archival Solution

MINISIS Archives Management provides easy collection access, comprehensive description functionalities, authorities metadata management, in addition to countless processes including:

- Accessions / Ingestion.
- Copy Cataloging.
- Space Audit / Management.
- Appraisals.
- Processing.
- Finding Aids.
- Authorities.
- Client Registration.
- Order / Tracking / Request Processes.
- Reproduction Management / DAMS.
- Conservation / Treatment.
- Inquiries / Repository Management.
- Vital Statistics.
- Media Management.
- Reports.

MINISIS Archives Management is an all-encompassing, standards-compliant and highly adaptable solution for managing physical and digital archives. Its robust database, customizable features and advanced connectivity make it a powerful tool for both archivists and users, ensuring efficient management, easy access and long-term sustainability. Learn More

WHY SOUTRON?

One of the world's most configurable archival management systems with over 50 years of proven deployment history.

Book Your Demo