



“Siemens always picks best of breed solutions and Tessella’s SDB was the perfect choice.”

Alexander Leiningen-Westerburg, Siemens, on providing an Austrian public-sector-wide archiving solution.

Preserving your digital assets for the future

Safety Deposit Box: Digital Archiving

Safety Deposit Box (SDB) is Tessella’s world-leading digital archiving software. Already used by a large number of leading national archives and libraries worldwide, its scalability and comprehensive functionality means a wide-range of commercial and public organisations can benefit from its active preservation technology. Designed to preserve your vital digital information, it is flexible enough to slot seamlessly into your existing processes. SDB provides you with the security of knowing you can access your vital digital assets for as long as you need to.

Whether you need to store business documents, scanned papers, emails, scientific data or web pages, Tessella’s Safety Deposit Box (SDB) is for you. Through its intuitive web interface it provides on-going access to your digital information, which can be of any format and come from any system. Its flexible, customisable workflows mean it fits in with your processes, not the other way round. With its advanced Active Preservation capability and future-proof design, you can rely on it to preserve your digital records. Backed up by comprehensive support, and an active development programme, SDB is the safe choice.

A Flexible & Comprehensive Solution

Conforming to the ISO standard for digital archives – the Open Archives Information System (OAIS)

reference model – SDB is at the forefront of digital archiving technology. Not only does it contain all the functions required to deliver a complete digital archive, but it combines flexibility, extensibility and security to provide you with an optimised digital preservation system.

Originally developed for archives and libraries, SDB is equally suited to any business, whether commercial or public sector. It can archive all your digital assets including office documents, scanned material, email, audio-visual material, databases, websites, scientific data and eJournals. You have full control over loading material into the archive thanks to SDB’s flexible workflow system.

Once held in the archive, SDB manages your valuable assets, monitoring their integrity and enabling you to keep accessing them even when

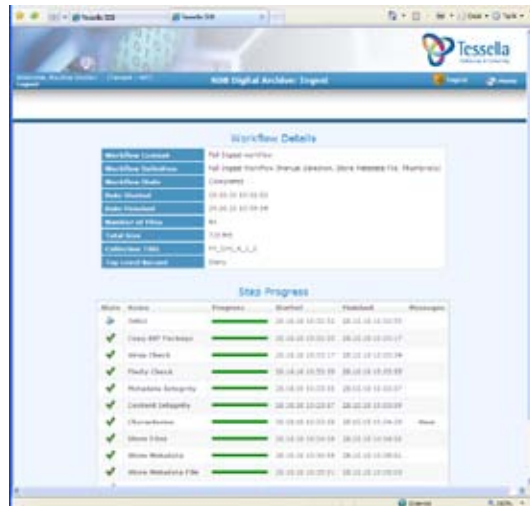
“Long-term digital preservation is a future-oriented building block for the Austrian State Archives. The project of digital preservation through the possible involvement of other archives of our country has a considerable influence in shaping the future landscape of the Austria archives.”

Manfred Fink, Director of Archives for the Republic Vice Director General, Austrian State Archives

their underlying technology becomes obsolete. Your material may be archived, but it's still close at hand through SDB's search, browse and download functionality. For your confidential material, SDB's security controls ensure that it can only be accessed by those authorised to do so.

Ingest

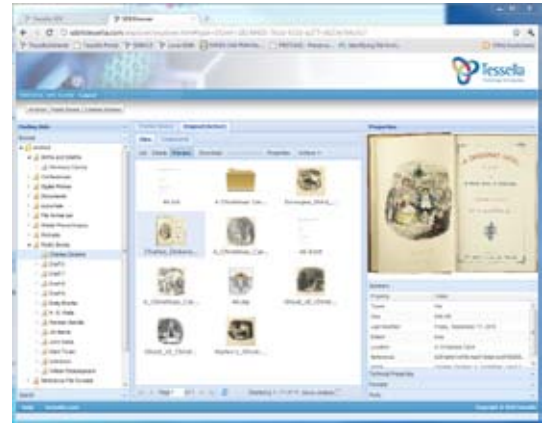
SDB's ingest workflows allow users to load content into the archive in a managed and efficient manner. You can either use one of SDB's standard workflows, or build your own from the extensive set of steps provided; you can even write your own steps, or we can write them for you, to ensure your workflows match your processes.



Ingest can be fully-automated or make use of human judgment for selection and approval; whichever route you go, SDB's quality assurance steps ensure your assets are safe. Not only does SDB check new material for viruses and verifies its checksums, but ingest can be governed by transfer agreements with content suppliers, covering what can be ingested and over what time period.

Access

SDB provides a web-based “Explorer” to provide access to your assets. You can browse the collection hierarchy, drilling down to the objects of interest, and viewing thumbnail previews (for selected file formats) to find the one you want. Alternatively, you can search both the full-text and metadata of archived material, restricting your search to specific fields if you require. Once found, you can view the files and all metadata for an item or download it for use outside the archive.



Preservation

On-going access to your digital assets is ensured through a passive & active preservation system. SDB runs regular background integrity checks, looking for missing files and file corruption.



In addition to this ‘Passive Preservation’, SDB has a unique ‘Active Preservation’ system, which ensures that your otherwise ephemeral digital records are accessible in the future. Not only does SDB include a set of tools to migrate files away from obsolete formats, but also further tools which identify and validate the formats on ingest, so preservation plans (based on risks or simple selection of formats) can be developed and implemented.



Storage

SDB requires a bulk storage system to store its archival contents, but does not mandate any specific hardware; so you can choose the storage system that fits in with your systems, be it on-line disk, near-line tape or a fully-tiered system. The key to this flexibility is SDB's storage adaptors which interface to a range of storage solutions from network file systems to cloud and database file storage.

“Tessella’s reputation as technology leaders in Digital Archiving, and the growing acceptance that SDB is the solution of choice to the archiving community, convinced us to select them for this demanding project.”

Jean-Marc Comment, responsible for delivering the project for the Bundesarchiv, Swiss National Archives



Data Management & Administration

Of course all data needs managing and SDB provides administrators with a full set of management functions. They include the ability to edit metadata, move items within the collection hierarchy, and delete items recoverably or permanently. SDB’s appraisal workflows allow you to evaluate items and mark them for disposal (via export and/or destruction) and, if required, have these decisions approved by a supervisor. A full audit trail of data changes and who made them is kept

In addition, SDB provides a set of standard reports and the ability to define custom reports using an internal or external reporting tool.

By allowing you to use any descriptive metadata schema for the items in your archive, SDB provides you with the flexibility to describe your assets in the manner that suits you best.

Security

You may have sensitive material that you want to archive, but which can only be accessed by a restricted audience. SDB gives you control via access control lists, security tags and specific roles; access can be as fine-grained as you need, and you can choose to apply restrictions to the content and metadata separately. User authentication is managed through an LDAP interface, giving you control over which user management system you use.

Future-Proofed

It’s not just the contents of the archive that need to be future-proofed against technology obsolescence; the archive itself does. Tessella has designed SDB to take account of this inevitable obsolescence; it is modular, with well-defined interfaces between the modules, so each can be replaced independently, and by selecting appropriate technologies, the frequency of such replacements is reduced.

Finally, should it become necessary, it is possible to export the entire contents of the archive, both the files and metadata, so it can be imported into a completely new archive.

Scalability

Whether you already have large volumes of data needing managing and storing, or whether you expect your collections to grow in the future, SDB has the capacity to help. On a basic server it can ingest a few terabytes a day, but with the appropriate hardware it can scale to much larger volumes. The only limit on the volume of data it can store is the size of your bulk storage system.

Multi-Tenancy

If you need to hold digital material from different departments, or organisations, separately, while administering the archive centrally, then SDB’s multi-tenancy functionality is for you. Each tenant can have their own look-and-feel, workflows and store their data via a separate storage adaptor; most importantly they can only see their own content, not anyone else’s. Tenants can elect to manage their own preservation processes, or benefit from the preservation services of a central administrator.

Interfaces

Although SDB can run as a standalone application, it is designed to make it as easy as possible to interface with other systems, so as to fit in with your way of working. Thanks to a comprehensive API, you can initiate and control workflows remotely, access the archive’s contents and instigate other tasks from external systems. If you want to go further and write your own workflow steps, then there is a Java software development kit (SDK) to help you do just that.

SDB has implemented the Open Archives Initiative Protocol for Metadata Harvesting (OAI-PMH) to allow two-way synchronisation of metadata with external cataloguing systems.

Support

Tessella provides a full, on-going, support service including telephone support, advice and guidance, bug-fixing, developer and system administrator advice. We can also include system development services to add extra workflows and interfaces as required.

SDB is under active development and many new features are already planned for future versions. The standard support contract supplied with SDB includes upgrades to future versions of SDB.

By choosing SDB you would be joining a community of other users, drawn from the most advanced and influential digital archiving organisations in the world. They meet every 6-12 months to share their

“The Finnish Archives’ task is to ensure that records belonging to the national cultural heritage are preserved. One of the many key reasons that we chose Tessella and Tieto was their proven track record of delivery.”

Päivi Happonen,
Development Director of
The Finnish Archives

experience, develop best practice and discuss their requirements for future SDB versions.

Licence Terms

The SDB platform is professionally supplied and supported software ready to preserve your archived information. The additional plug-in services added to the system by Tessella, users, and commercial or academic partners to perform additional workflow, preservation or integration tasks are generally open source, enabling the whole SDB community to benefit from these extensions and to encourage shared solutions to common problems.

Clients

Clients who currently have SDB include:

- The UK National Archives
- Wellcome Trust Library
- Arkib Negara (Malaysian Archives)
- Nationaal Archief (National Archives of the Netherlands)
- Gemeente Rotterdam (Rotterdam City Archive)
- Schweizerisches Bundesarchiv (Swiss Federal Archives)
- Rahvusarhiiv (National Archives of Estonia)
- Österreichisches Staatsarchiv (Austrian State Archives)
- Arkistolaitos (Finnish National Archives Service)

Next Steps

If you are interested in learning more about SDB, or would like to arrange a brief demonstration, then contact Tessella to speak about your needs. You can email us at: info@tessella.com

or phone us on:

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