

Participation, Withdrawal, and Consent

The information in this survey is collected by the Access to Memory (AtoM) Foundation to inform the design and development of AtoM 3. It is related directly to and needed by the Foundation to understand the demographics of the AtoM user community and its expectations with regard to the next generation of the AtoM platform.

The Foundation will not be able to personally identify any survey respondents unless respondents choose to self-identify in open-ended questions. Your participation in this survey is entirely voluntary and you may choose to skip any question you do not wish to answer. You are free to withdraw from the survey at any time before submitting your response and the data will not be stored. Once the survey is completed, your data cannot be withdrawn. By completing and submitting the survey, your free and informed consent is implied and shows that you understand the conditions of participation in this survey.

The information will be used for the above stated purposes by the Board of Directors and other members of the Foundation who staff its offices, committees and working groups. If you have any questions about the collection and use of this information, please contact:

Secretary, Board of Directors

Access to Memory (AtoM) Foundation/Fondation Access to Memory (AtoM)

Archives and Records Management Department

Simon Fraser University, 8888 University Drive, Burnaby, BC V5A 1S6

[board@accesstomemoryfoundation.org](mailto:board@accesstomemoryfoundation.org)

Background

1. I am responding:

- On behalf of an institutional member of the AtoM Foundation
- On behalf of an institution (non-member)
- As an individual member of the AtoM Foundation
- As an individual working in an archives (non-member)
- As an individual using archives
- On behalf of a software development company
- As an individual working with a software development company
- Other (please specify)

2. What type of institution do you represent or work at?

3. Where is your institution located?

State/Province/Region

4. Is your institution currently using AtoM?

- Yes, an AtoM instance for our institution
- Yes, through development support activities
- Yes, as a member of a regional or other consortium
- No
- Yes, both (a) and (b)

Background

5. If YES, how many staff or volunteers at your institution regularly use AtoM?

- 1
- 2-5
- 6-10
- 11 or more

6. What version of AtoM are you currently using?

- AtoM 1.\* (ICA-AtoM)
- AtoM 2.\*
- Both
- Uncertain

Background

7. If NO, why are you not using AtoM? (Select all that apply)

- Using another database
- Data migration too difficult
- Don't have enough IT support
- Institution unable to support open-source software
- Other (please specify)

Design Principles

8. Do you consider the development of AtoM 3 a priority?

Yes

No

Please explain:

9. In your opinion, what are AtoM's current strengths?

10. In your opinion, what are AtoM's current weaknesses?

11. Please categorize the following design principles for possible inclusion in AtoM 3. This list is primarily drawn from the [Proof of Concept document](#)

Critical

Important

Nice to have

Not needed

**Standards based:** the ability to create archival descriptions using templates based on the ICA's descriptive standards and additional standards such as the Canadian Rules for Archival Description, Dublin Core and MODS

**Web based:** all end users need is a web browser and an internet connection, meaning they can access and edit their site from any computer

|  | Critical              | Important             | Nice to have          | Not needed            |
|--|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>Digital object display</b><br>within the context of descriptive metadata - the user can navigate from thumbnail to reference display to download (if permitted) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Editable <b>hierarchical taxonomies</b>  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <b>Multilingual:</b> ability to coordinate community translations for each release; ability to translate both content and user interface elements                  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <b>Configurable:</b> many user interface elements can easily be modified (user interface labels, menus, controlled terms)  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <b>Hierarchical display:</b> the ability to generate and navigate a full-width treeview of archival descriptions   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Ability to create <b>custom themes</b>   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Ability to create <b>accession records</b> and link archival descriptions to them  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Ability to separate description and <b>actor records</b> and to embed relevant actor information in archival descriptions  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Ability to support <b>multiple repositories</b>  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Ability to <b>bulk import and export</b> descriptions, authorities and repository records in XML or CSV formats via the user interface                             | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <b>Linked Data support</b>   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

|   | Critical              | Important             | Nice to have          | Not needed            |
|---|-----------------------|-----------------------|-----------------------|-----------------------|
| Retain <b>templates</b> and <b>user interfaces</b> that are familiar to archivists  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Support <b>full migration</b> of data from AtoM 2   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Support <b>full migration</b> of data from other EAD authoring tools  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Support for international standards and best practices for <b>web accessibility</b> to allow individuals with visual impairments to use AtoM 3                                    | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <b>Inter-operability:</b><br>Integration with external systems and tools such as digital object viewers, digital asset management systems (DAMS) and digital preservation systems | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <b>Data federation:</b> Ability for content from multiple AtoM 3 instances to be searched and displayed in a single front-end instance  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Other   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

If you ranked "Other" in the answers above, please specify the feature:

12. Please provide any other comments about AtoM 3 design principles.

13. Rate how familiar you are with Linked Open Data?

| Never heard of it     | Vaguely familiar      | Familiar              | Very familiar         | I consider myself an expert |
|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------------|
| <input type="radio"/>       |

14. Please provide any comments about AtoM 3 supporting Linked Data.

15. Please provide comments about the AtoM 3 [Proof of Concept Proposal](#) submitted to the AtoM Foundation by a group of like-minded organizations interested in supporting and developing open-source software.

Follow-up

16. How is your institution likely able to support the development and continued maintenance of AtoM 3?  
Please check all that apply.

- Support for Board or committee service
- Membership in AtoM Foundation
- Other financial contributions
- Participation in consultations
- Contracted software development
- In-house software development
- Other (please specify)

17. Please provide any other comments you would like to share with the AtoM Foundation.