WEB-BASED COLLECTION MANAGEMENT FOR ARCHIVES

Comprehensive Collections Management Systems
You Can Access Anytime, Anywhere
Axiell Collections is a web-based CMS designed to help you expertly manage your collections, anytime, anywhere.

**Easy to use**
A modern intuitive web-based interface, clear screen layouts, context related help, extensive vocabulary validation, flexibility for the user and the related records viewer all help to make your work easier and more efficient.

**Web-based**
Axiell Collections is truly web-based. All you need is a common internet browser, no plug-ins (so no Java) required. Axiell Collections only uses native web technology (HTML5, CSS3 and JavaScript). The web application is responsive and works on any device anywhere. Collection management has never been easier.

**Clear**
At the heart of Axiell Collections is the catalogue, which supports the creation of multi-level hierarchical descriptions in accordance with the ISAD(G) and DACS standards (2nd edition). An on-screen ‘treestructure’ display enables you to readily browse through all the levels of the catalogue, however complex, and simply insert records as needed. Links to external digital files, such as Word documents, Excel spreadsheets and PDF-files are easily made. You can also link to digital media (images, audio/video) and web pages. Catalogue fields are presented on screen tabs and grouped in accordance with ISAD(G) and DACS standards:

- Identity statement
- Context
- Content and structure
- Conditions of access and use
- Allied materials
- Notes
- Description control

Axiell Collection for archives also supports:
- Accessions and accruals
- Collection processing (workflow)
- Indexing of names, subjects and locations
- Thesaurus management
- Acquisition sources
- Conservation assessments and treatments
- Exhibitions
- Research/use
- References to published materials

**International standards**
Axiell Collections is designed to comply with international archival management standards such as ISAD(G), ISAAR(CPF), DACS, RAD, MAD, Australian Series System, RDA, FRBR, EN 15907, FIAF. Standard compliant data means that you can participate in data exchange projects (using EAD, for example).

**Search options**
Axiell Collections offers effective and easy to use search tools. The standard search form is flexible and can be changed by each user to match their daily routine. Both simple queries as well as multi-criteria queries can be executed in a flash.

A powerful advanced search option makes it possible to query every field of the database and to execute complex queries. You can compose your own queries and include operators such as ‘equal to’ or ‘less than’. Logical operators (such as ‘AND’ and ‘OR’) as well as wildcards are also supported. Both queries and their results can be stored as saved searches for future re-use.

**Suitable for all archive collection types**
Flexible collections management designed for a range of collections types including documents, multimedia, maps, historical books and even non-archival materials.

**Get the most out of your images: IIIF**
The first collection management system in the world to feature full support for the open IIIF standard for deep zooming in high resolution images. The built-in IIIF support allows archives to link high-res images to records to benefit from high quality deep zooming without any negative effect on system performance.
Over 3,800 institutions worldwide rely on our software, from small independents to national organizations. Join us!

**Efficient to use**
To streamline the process of updating multiple records at a time, the system includes a global update function. The complete application can be tuned for multiple user roles so that all users only have access to the functions and data that is relevant for their role.

Optional add-ons for the software suite include mobile location management on iPhone/iPod so any movements can be tracked by scanning barcodes.

**For large and small organizations**
The system is scalable both in terms of configuration as well as for the license. This means Axiell Collections is not only available for large organizations, but also for smaller ones. Current users include e.g. state archives as well as local heritage societies.

**Assessments and Treatments module**
Here you can record and manage all information relating to conservation assessments and treatments, including the ability to add linked documents and digital media.

**Retention scheduling**
You can define and attach retention schedules so that you’ll be notified when records are due for review, transfer, disposal or any other configurable action.

**Accessions**
Accession data can be easily and efficiently recorded on receipt of new material or transfers. In addition to basic descriptive information, you can record data about source, deposit conditions, access, closure, copyright issues and physical condition. You can also produce receipts and listings and log the stages in workflow processing.
When you’re ready to catalogue, Axiell Collections lets you re-use specified data from the accession record, no need to re-key or duplicate data entry. Axiell Collections also supports recording and linking of subsequent accessions or accruals.

Research/Use
Allows you to record and link the results of research carried out to the relevant catalogue records.

Multi-lingual
The application has full multi-lingual capability for both the user interfaces as well as the metadata. Axiell Collections is UNICODE compliant and also works with right-to-left languages.

Safe and secure
Axiell Collections works with a role-based security system that can be integrated with Active Directory. Pre-determined access rights are assigned to roles and roles are assigned to individual users or usergroups. This offers excellent protection against unauthorized use of your data. All modifications and deletions are logged in the database so it is easy to track any changes in the system.

Open System
Your data is a prime asset, which should never be “locked-in” to any particular software or system. Axiell provide ample facilities that make it easy for users to access their data in a variety of different ways: for example, an comprehensive API is available to provide access to any data that the archive wants, an export function which can be used to selectively export data in XML or to Excel, comma separated or other user defined formats. Support for the Open Archive Initiative harvesting mechanism (OAI-MHP) used by content aggregators such as Europeana is also available. Naturally, it is also possible to import data from a host of formats so that data from a legacy system can be transferred into Axiell Collections.

Reporting
Creating reports is easy and efficient. You can use pre-defined reports and lists, such as the inventory list or the works catalogue list. Unlimited custom reports can be created using stylesheets (XSLT) or MS Word templates.

Effective thesaurus software
The thesaurus functionality is among the best of its kind: a clear layout, easy to expand and simple to manage. Control of the status of each term, i.e. candidate, preferred/non-preferred is also supported. The system is also able to use external thesauri for which a webservice is available.

Choices & Expansion options

Your collection on the internet or intranet
The optional Internet Server module streamlines the process of publishing your collections data on to the Internet or a local Intranet. It’s fully configurable so you can define which fields from your database can be searched on and/or displayed. The design of the web application is defined through style sheets, so the search and results pages can easily be harmonized with your existing web site design.

Reading room module
This option provides all the functionality you need to deal efficiently with requests from researchers or others who wish to use your collections in a reading room environment.

API (Application Programming Interface)
The API makes it possible to access your collections data from external systems, so you can repurpose it in many ways. Examples include sharing data with external digital asset management systems, web content management systems or Microsoft Office™ applications via the special Axiell OfficeConnect plug-in. The API is fully documented at http://api.adlibsoft.com.
Workflow processing module
Complex workflow processes can be modelled in this add-on module, in which the user can define ‘jobs’ which consist of one or more predefined ‘activities’ to be carried out on one or more collection items. Jobs can be created either directly in the workflow module interface by curatorial staff, or, in the case of a workflow system to process reproduction/viewing orders, be submitted via an on-line form from a web-based collections search interface. The workflow module is a very powerful add-on that gives you control.

Versions
Axiell Collections is available in multiple versions that offer different levels of functionality, flexibility and features.

1. Axiell Collections Standard
Comprehensive functionality for collection management with the ability to modify the application to your requirements. This can be carried out independently by the customer or by Axiell.

2. Axiell Collections Plus
This is the integrated version of collections management with either a combination of Archive, Library or Museum applications.

3. Axiell Collections XPlus
This is the fully integrated version that includes Archive, Library, and Museum applications, as well as full support for Moving Image collections (fully EN 15907 compliant).

Compatible with other Axiell products
✓ Axiell Move
✓ Axiell DAMS

Hosting & Cloud Solutions
Axiell applications without ICT worries
Let Axiell remove all your ICT worries by hosting your complete collection management system. We provide all the infrastructure and technical support necessary to keep your system running securely without needing a local ICT department.

Advantages of Hosting
✓ Back-ups automatically made for you
✓ We’ll take care of upgrades, so you’ll always be up to date
✓ Professional grade hardware running in a secure data centre
✓ Access your Axiell system from any web connection
✓ Always enough storage space

Financial and Commercial benefits of hosting
✓ No costs for licenses
✓ No locally based ICT personnel needed
✓ No admin/support of complex ICT infrastructure needed
✓ No large investment for hardware/software needed
✓ One annual payment covers everything
✓ Operation covered by a Service Level Agreement (SLA)

Services
We don’t just make software: We make projects happen. No matter what the scale of your project, large or small, we can provide all the services you need to successfully implement your software.

Support contract
Once your new system is up and running, you can take out a support contract which provides you with ongoing help during office hours. The contract also provides regular upgrades of our software to keep it up to date.
Speak to one of our experts

Speak to us about how Axiell Collections could help your organisation expertly and accessibly manage your collections.

✉️ sales-alm@axiell.com
www.axiell.com/collections

Axiell – The Number 1 for Collections Management Technology

Axiell has more than 200 employees in Abu Dhabi, Australia, Canada, Denmark, Finland, France, Germany, the Netherlands, New Zealand, Norway, Qatar, Sweden, the UK and the USA.

Our systems are in use in more than 3800 institutions across 55 countries. We are an international and sustainable supplier for the mission critical systems of collection institutions.