

Portico Content Type Action Plan: Technical Artifacts

1. Content Type Introduction

- 1.1. Technical artifacts comprise publisher-provided SGML and XML DTD files, XML schema files, DTD or Schema documentation, and certain Portico XML registry files. These artifacts are included in the archive to insure that the archive is self-describing and “boot-strappable” (see the Portico Replication and Backup Policy document for further information).

2. Policy Statement

- 2.1. Portico will preserve technical artifacts in the archive.
- 2.2. Should Portico make the determination that any formats of any technical artifact are at risk, these artifacts will be migrated in conformance with the format action plan for that format.
- 2.3. Portico will maintain descriptive and technical metadata associated with the technical artifact in the Archival Information Package containing the technical artifact.

3. Implementation Examples

- 3.1. Submission Information Packages for technical artifacts are created manually.
 - o Part of this manual process includes running the JHOVE tool to extract validation status and technical metadata.
 - o Technical metadata is included in the manually created Portico Mets file, which comprises part of the SIP along with the component files of the technical artifact.

4. Document History

- 4.1. Approved by: Amy Kirchhoff
- 4.2. Last Review Date: 7/29/2009
- 4.3. Reviewed by: Sheila Morrissey, Stephanie Orphan
- 4.4. Change history:

Version	Date	Change	Author
0.1	06/04/2009	Drafted document	Sheila Morrissey
0.2	07/07/2009	Edited and formatted to new template	Sheila Morrissey
0.3	07/27/2009	Incorporate Stephanie’s edits	Sheila Morrissey
1.0*	7/29/2009	Changed the style and added in the bit about being self-describing.	Amy Kirchhoff
1.1*	8/5/2009	Added reviewed by line.	Amy Kirchhoff

* An approved version of this document.