

**Digital Asset Management Evaluation Project:  
23 Item Checklist**

21 September 2006  
revision 1.1

<b>product name:</b>	
<b>evaluated by:</b>	

	Feature	Score (0-5)	Comments
user interface, search, and discovery	navigation and search available within complex objects		
	simple query available		
	simple browsing available		
	advanced query available		
	content viewable via the Web (installation of client software not necessary)		
	discovery client is browser and platform agnostic		
	persistent URLs or persistent identifiers for objects		
cataloging and object ingest	support for multipart objects		
	support for audio, and video, textual and image objects as assets		
	ability to process, ingest and catalog a single object at a time		
	ability to process, ingest and catalog objects in batch		

Scores: 0=N/A or can't do it;  
1=Implemented Poorly;  
5=Implemented Very Well

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	configurable metadata templates, including ability to require certain fields, and ability to copy metadata from one object to another		
	configurable or flexible workflow for cataloging & ingest		
	cataloging client is platform agnostic		
infrastructure, programmability, interoperability	supports preservation, metadata schema, intercommunication, federation and harvesting standards		
	customizable front end, including ability to have multiple interfaces based on content or user groups/roles		
	backup of data, objects, etc and data verifiability tools		
	allows export of asset and associated metadata in standard formats (exit strategy)		
	training, support and documentation available (brief analysis of each)		
	open APIs for configuration of end-user interface, configuration of cataloging/ingest interface and interoperability with other tools		
authentication and users	authorizations for end-users configurable based on groups		
	authorizations for catalogers configurable based on groups or roles		
	ability to share users/identities/roles with other Brandeis systems		



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