

FDA Term Definitions

Archival Information Package (AIP)

The contents of a *SIP*, plus any saved transformed versions of any of the *data files* in the *SIP* or *AIP*, plus all of the metadata pertaining to these objects stored in the FCLA Digital Archive Management System (DAMS).

Complex object

A *logical object* that has a digital representation in multiple *data files*, for example, a Web page composed of text and image files

Container

A single *data file* than can be decomposed into multiple *data files*, for example, a zip file.

Contributed data file

An original *data file* submitted by an owning institution for archiving, unaltered by the archive.

Contributed Information Package (CIP)

The *contributed data files*, along with any *descriptor*, submitted by an owner for archiving.

Data file

A bit stream of a particular MIME media type and subtype, for example, a PDF, an Excel spreadsheet, or a TIFF image.

Descriptor

A document containing descriptive, administrative and/or structural metadata pertaining to the *data file* or set of *data files* that comprise a *logical object* or a *distributed object*. A *descriptor* is itself a *data file*.

Digital Archive Management System (DAMS)

The set of tables, currently implemented in DB2, that provide descriptive and administrative metadata about *logical objects* and *data files* stored in the FDA.

DIP descriptor

A special type of descriptor that pertains to a logical object as it is represented in a *Dissemination Information Package*.

Dissemination Information Package (DIP)

The *data files* belonging to a single *AIP* that are exported from the FDA to the owner upon request. A DIP will always include the *contributed data files* and may *transformed versions* of the *contributed data files*.

Distributed object

A set of *data files* such that one of them, the *root data file*, contains embedded links to the other *data files*. If the file name of a data file changes, the *root data file* must also be changed. A *distributed object* may or may not correspond to a *logical object*. A *distributed object* may contain other *distributed objects*, for example a web page that links to a second web page that also contains links.

Logical object

A coherent intellectual entity that is described as a unit in library practice, for example, a book, a map, a photograph, a serial. A *logical object* may have a digital representation as one or more *data files*.

Migration

A *transformation* intended to produce a more current or more viable version of the source *data file* with as little loss of content, formatting and functionality as possible.

Normalization

A *transformation* intended to produce a version of the source *data file* with more stable archival properties.

Root data file

A *data file* that contains embedded links to other files. *Root data files* by definition are parts of *distributed objects*.

Simple object

A *logical object* that has a digital representation as a single *data file*, for example, a technical report complete in one PDF.

SIP descriptor

A special type of *descriptor* that pertains to a logical object as it is represented in a *Submission Information Package*.

Submission Information Package (SIP)

The version of the *CIP* that is actually ingested into the archive. The SIP may add files to the *CIP* (for example, an XML schema) and/or omit files from the *CIP* (for example, an original MXF). A new *descriptor* is generated for the *SIP*, called the *SIP descriptor*.

Sub-object

A *data file* that is part of a *complex object*.

Transformation

Any change to a *data file* that results in one or more new files each having a different checksum from the source *data file*. The original data file is the *source data file*. The new *data file* or set of *data files* is a *transformed version* of the old *data file*. Types of *transformation* include *migration* and *normalization*.