



# Digital Technology to Enhance and Preserve your Archive Collections



Capturing an accurate image of materials is only part of the digitisation process. How you manage a digitisation project, the technologies you use for adding value to materials and the ways you digitally preserve your collection are all equally important. And Max has the answers!

## Digital Preservation

SOTERIA+ is the latest updated and improved iteration of Max's fully hosted comprehensive, flexible and feature-rich digital preservation platform for archival collections. It combines the development innovation of Max with the Archivematica digital preservation system designed for standards-based, long-term access to digital material.

The digitally preserved AIPs are stored securely in 3 locations: on our secure cloud servers and on two sets of LTO tapes, one of which is retained by our clients on their premises. The AIPs are also backed up on our local servers.

We provide an annual report detailing what has been digitally preserved and when. This report also includes a risk analysis for file format obsolescence and the mitigating actions that have been taken.

## Project Management & Metadata Harvesting

THEMIS is Max's fully hosted, browser-based Production, Project Management, Quality Assurance and Metadata Harvesting Tool. THEMIS enables users to track the progress of images and data throughout the production process. It facilitates metadata

harvesting from digitised material and provides robust image manipulation, including comprehensive quality assurance at every stage.

THEMIS seamlessly integrates production and project management, ensuring that all stages of a digitisation project are managed within a single, easy-to-use platform.

## Archive Management

Max's Archive Management Service, DRYAD, uses tried and tested technologies AtoM and WordPress allowing users to utilise AtoM's specialist archive management capabilities within WordPress's flexible and functionality rich online publishing environment.

Like its sister product SOTERIA+, DRYAD is both flexible and feature-rich allowing us to tailor bespoke archive management and publishing solutions specifically for your organisation. We provide a comprehensive service and support throughout the process from initial preparation and setup through to publishing via AtoM, WordPress or a combination of the two. All Dryad customers benefit from Max's training and ongoing support.

[www.maxcommunications.co.uk](http://www.maxcommunications.co.uk)

Conservation & Preservation | Advanced Digitisation | Archival Informatics

# Benefit from Max's experience and state-of-the-art technology to achieve unparalleled digitisation outcomes

## About Max

Max is a UK-based company with an international presence, which has been providing innovative digitisation services to world-leading institutions for over 25 years.

## Why digitise your collection?

- **Long-Term Preservation:** Safeguard your records for future generations
- **Global Access:** Enable remote access to your collection from anywhere in the world
- **Broaden Reach:** Engage a wider audience of researchers worldwide
- **Enhanced Insights:** Gain new insights through precise metadata collection
- **Advanced Integration:** Integrate archives with AI and other technologies for deeper analysis
- **Unified Collections:** Aggregate dispersed collections into a single, accessible location

## The benefits of using Max

- Over 25 years of delivering high throughput and ultra-high resolution images
- Precise metadata harvesting including handwritten records and georeferencing
- Adherence to leading technology and operational standards
- Cutting-edge project management, archive management, and digital preservation solutions

*"Max have been a trusted digitisation and solutions partner with King's College London Archives for more than a decade. They have always undertaken work to a high standard, and on time, and are a friendly team who are ready to help at short notice".*

Dr Geoff Browell, Head of Archives and Research Collections  
King's College, London.



## Case Study: Imperial College

Max's collaboration with Imperial College London encompasses digitisation and the provision of our cutting-edge archive management and digital preservation services. These services, tailored to meet the unique needs of the Imperial College archive, ensure the seamless management and long-term preservation of digital assets, safeguarding the university's rich intellectual heritage for generations.

Furthermore, our partnership extends beyond digitisation, as we collaborate with various departments across the university, leveraging our expertise to support diverse academic endeavours. By bridging the gap between archival preservation and academic research, we contribute to the university's mission of advancing knowledge and fostering innovation in the fields of science, engineering, medicine, and business.



By Appointment to  
His Majesty King Charles III  
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## Tell us about your next digitisation project

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