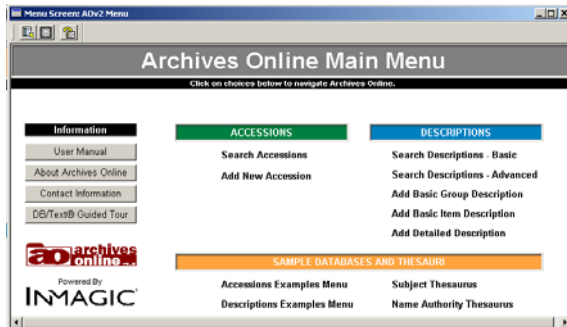




## New Archives System Powered by DB/TextWorks®

Archives Online is an out-of-the-box database system for managing archival accessions and descriptions. It is designed for use with Inmagic DB/TextWorks® by Andornot Consulting (Vancouver, BC) in conjunction with the City of Richmond Archives, and Artefactual Systems Consulting.



Archives Online uses all the latest features of DB/TextWorks to deliver a professional look, intuitive ease of use, and extensive help resources. Thesauri-building for subject and name access points is enabled. Archives Online also provides a number of pre-designed reports that automatically generate either electronic or printed finding aids.

## Archival Standards

Archives Online v2 is designed to comply with the following standards:

- ✓ Rules for Archival Description (RAD)
- ✓ International Standard for Archival Description (ISAD(G))

The elements of each standard have been comprehensively mapped to the Archives Online field structure, and reports are provided for output in either style.

## Product Details

Archives Online provides databases for Descriptions and Accessions with:

- ❖ detailed instructions for entering the contents of each field
- ❖ easy-to-use search screens
- ❖ pre-configured validation and substitution lists for appropriate fields
- ❖ pre-designed forms for generating finding lists, shelf lists, donor lists, hierarchies, photo inventories etc.
- ❖ the option of arranging archival material using either RAD or ISAD(G). Descriptions of non-archival material (e.g. reference files, pamphlet files, etc.) are also easily managed.

## System Requirements

- ❖ Windows 95, 98, NT, 2000
- ❖ DB/TextWorks version 5.01 or later

## For More Information . . .

To request an information pack or a demonstration, please contact

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