

# MuseumIndex+

Making collections information accessible for museum professionals and visitors



## An integrated approach to professional collections management and public access

MuseumIndex+ supports modern museum management procedures, provides a secure base for digital assets and promotes efficiency by aiding museum and gallery staff in their work.

The successor to our well-established MUSIMS system, developed over the years with clients including the British Museum, the V&A and the Royal Academy, MuseumIndex+ was built with an understanding of the needs of a wide variety of users.

MuseumIndex+ is modular. It enables museums to address both long term and short term requirements, in a controlled way and at a pace to suit a range of budgets and schedules. It adheres to Collections Trust Spectrum 4.0 standards, whilst also providing great flexibility. The system can support any required metadata standards, including Dublin Core and DC Culture.

If required, we can rapidly and economically customise MuseumIndex+ to suit specific working practices. We can create an integrated back-of-house/front-of-house system to any unique specification.

## Terminology

Powerful facilities for developing and managing controlled vocabulary, thesauri term lists and authority files.

## Image management

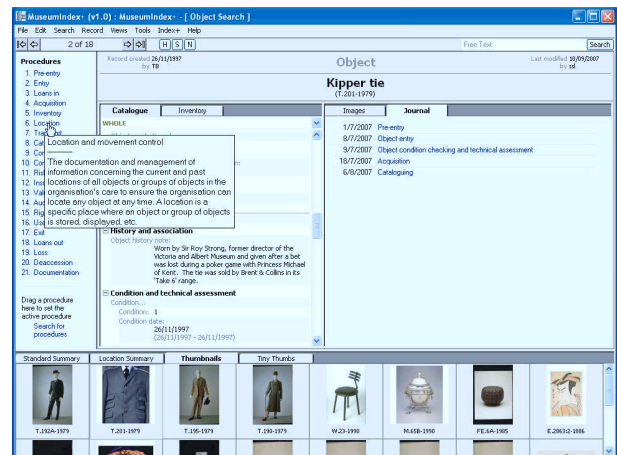
Image acquisition with cataloguing. Images can be stored in any open format, at any resolution, and watermarked as required.

## Public access and kiosks

MuseumIndex+ supports high quality, creatively designed, multimedia, public access facilities and can interface with Content Management Systems. Access can be via web, kiosk or workstation.

## Interoperability

Facilities to serve information to other systems using protocols including Z39.50, OAI and XML. The Index+ Bridge Module enables the integration of content from other collections databases into MuseumIndex+.



MuseumIndex+: Journal view with tool tip

## Partner products

### ImageIndex+

Industry leading image management system, built with knowledge gained from our work with major international image libraries.

### ArchiveIndex+

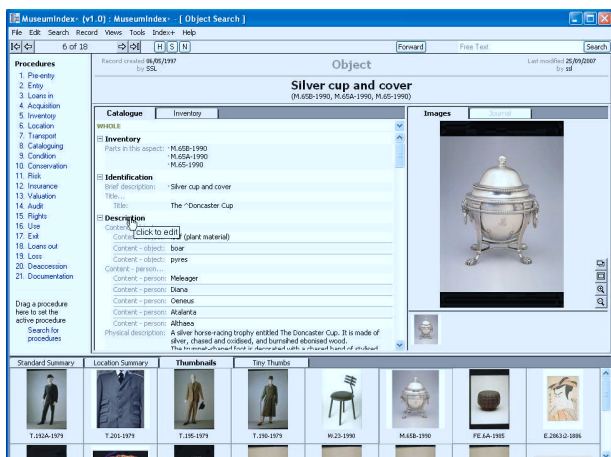
An integrated archive system, conforming to the ISAD(G) standard for Archive Description. Features include intuitive drag & drop, hierarchical management of archive units and automatic generation of unit reference codes.

### BooksIndex+

An integrated library system that conforms to MARC standards and includes a number of features that are designed to facilitate MARC-based cataloguing in a museum environment.

### ContentIndex+

To provide public access, our CMS manages web or kiosk content. It can integrate data from the collections management system with supplementary materials such as narratives, tours and timelines.



MuseumIndex+: Object catalogue view

## Other key features

Powerful and fast search engine. Perform global searches, field specific searches or full-text searches, using boolean, wild card and term proximity operators.

Unicode allows for the use of non-latin characters.

Multi-lingual cataloguing and search options.

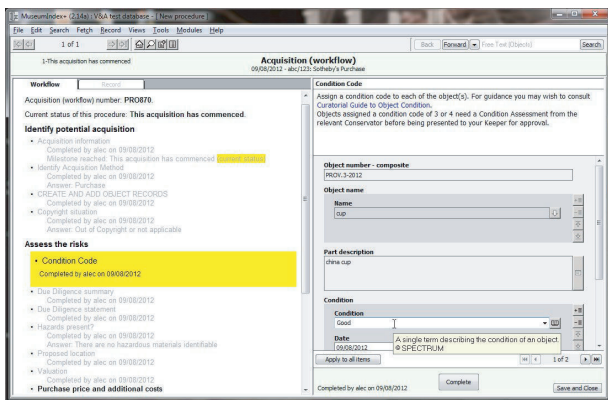
Related records are all interlinked for swift access to associated Inventory, Acquisition, Catalogue and Image records.

Tag any group of records, to be worked on as a batch.

Username and password controlled access to record information ensures the security and integrity of data.

System administrators can enable read/write access permissions to any records or functions, for individual users or groups of users.

Scalable, flexible and adaptable, the system allows for growth as new requirements and opportunities emerge.



MuseumIndex+:Procedure workflow management system

## Workflow management

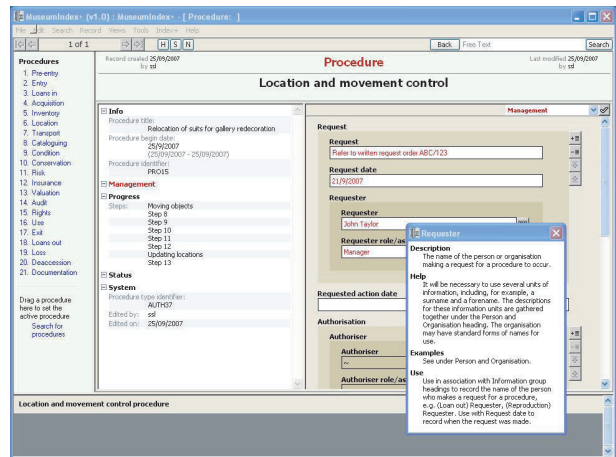
The procedure workflow management system is a major new addition to our CollectionsIndex+ product. It allows configurable workflows to be defined that can lead the user step by step through sophisticated procedures for carrying out the daily tasks of managing your collection such as Acquisition, Loans and Rights Management.

A procedure is defined as a series of steps, each of which can perform various types of task. Each step may be dependent on the completion of other steps and/or the answers given during the execution of those steps. Users will be guided through the series of steps currently available to them. User roles can be configured to determine who is authorised to carry out certain steps. Steps requiring particular roles may be assigned to appropriate users. You may be notified of steps assigned to you by email and they are also clearly displayed on your CollectionsIndex+ home page. When a step is completed the system automatically records who completed that step and when.

## System Simulation

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MuseumIndex+:Procedure view with Spectrum help

## Supporting services

### Design

Highly flexible design and creative production services including web and interactive user interface design, digital content production and usability and accessibility services (both appraisal and implementation).

### Data import

We have considerable experience in migrating existing data sets from a wide range of legacy systems.

### Training

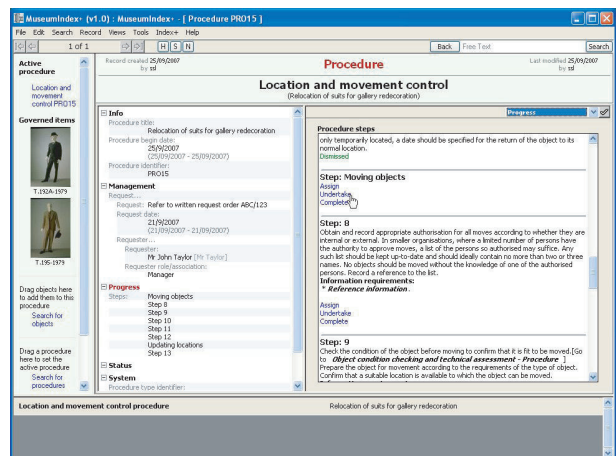
A training programme can be agreed to ensure that the knowledge and skills required to develop and manage the system will be available in-house.

### Support and Maintenance

Support is provided for fault fixing and to advise and help with the operation of the system. Maintenance contracts can be agreed to allow for ongoing developments.

### Web hosting

We can provide a wide range of hosting services or work with any suitable web host.



MuseumIndex+:Procedure view: Location and movement control