



**WPI**

# Final Presentation

By: WPI Postal Team Students - Shivaani, Ian,  
Viren and Alopa





# About our Project

- Recommend the best Collection Management Systems (CMSs) for The Postal Museum
- Interview & "Think-Aloud" staff to develop evaluative criteria
- Narrow down list of 25 systems to 3





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# Methods

- Evaluative Criteria
- Narrow down CMSs

# Evaluative Criteria

| Primary                                 | Secondary  |
|---|--|
| Supports archive and museum collections | Budget: £6,500 - £10,000 per year                      |
| Web-based                               | Single collections can be stored in multiple locations |
| ISAD(G) and Spectrum compliant          | Integrated Online catalogue                            |
| Proper hierarchy system for archives    | User friendly  |
| Capable of loan management              |  |
| Customisable conservation fields        |  |



# The Narrowing Down Process





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# Findings

- Report Cards
- Survey + Results





## Pricing

- £5100 one-time upfront cost
  - setup fee, training (up to 8 attendees), and internet server configuration
  - £1000/day migration
- Annual cost
  - licensing and online catalog
  - £18500 for 10 concurrent licenses

## Support

Email:

- sales-alm@axiell.com

Website:

<https://www.axiell.com/solutions/product/axiell-collections/>

## Features

### Pros

- Axiell has the best support for this system
- Open API
- Can export data to Excel
- Generates flexible and automated reports
- Media can be viewed in high quality
- Can manage user permissions

### Cons

- Beyond the budget range

## Criteria

|  |                                     |
|--|-------------------------------------|
| Support archive and museum collections             | <input checked="" type="checkbox"/> |
| Web-based  | <input checked="" type="checkbox"/> |
| ISAD(G) and Spectrum compliant                     | <input checked="" type="checkbox"/> |
| Hierarchy for archives                             | <input checked="" type="checkbox"/> |
| Loan management                                    | <input checked="" type="checkbox"/> |
| Budget range £6,500 - £10,000                      | <input type="checkbox"/>            |
| Single objects can be stored in multiple locations | <input checked="" type="checkbox"/> |
| Online catalogue integration                       | <input checked="" type="checkbox"/> |
| Customisable conservation fields                   | <input checked="" type="checkbox"/> |
| User friendly                                      | <input checked="" type="checkbox"/> |



axiell

# Dashboard

Internal object catalogue

<Simple search>

Enter search key

reproduction ref...

object\_number

creator

title

current\_location\_name

|  |  |                |                           |   |                          |
|--|--|----------------|---------------------------|---|--------------------------|
|  |  | PD 52-1973     | Volpenti, Giuseppe        | An allegorical monument to Sir Isaac New...     |                          |
|  |  | 1131           | Guercino (Guercino F...   | The Betrayal of Christ                          | Store room A             |
|  |  | PD 10-1965a    | Engelhead, George         | William Hayley 1745-1820                        | Shelf 2                  |
|  |  | PD 106-1392    | Canaletto (Giovanni An... | View of the Grand Canal. Santa Maria dell...    | National Museum          |
|  |  | 1192           | Broughel, Peter the y...  | Village festival in honour of St. Hubert and... | Special Exhibitions Room |
|  |  | 47             | Dortecum, Lucas 180       | The Groote Kerk at Haarlem                      |                          |
|  |  | PD 11-1964     | Hughes, William           | Before  |                          |
|  |  | M 54           | Ghirlandino, Domenico...  | The Nativity                                    |                          |
|  |  | PD 207-1348    | Constable, John           | Hamstead Heath                                  |                          |
|  |  | PD 7-1982      | Stubbs, George            | Gimcrack with John Pratt up on Newmark...       |                          |
|  |  | C 729 & A-1928 | Green, Guy                | Decorated tea pot                               | Shelf 2                  |
|  |  | 1995/00017g    | Cahun, Claude             | Still Life on Rocks (untitled)                  |                          |
|  |  | 1995/00030f    | Cahun, Claude             | Self portrait (in cupboard)                     |                          |
|  |  | 1995/00030g    | Cahun, Claude             | Self portrait (reflected in mirror)             | Special Exhibitions Room |
|  |  | 1995/00030i    | Dortecum, Lucas 180       | Self portrait (as weight trainer)               |                          |
|  |  | 1995/00027h    | Cahun, Claude             | Female Head in Glass Dome                       |                          |

128 ITEMS

Geographical map

Layer

Field

Occurrence

Colour

Marked

production place

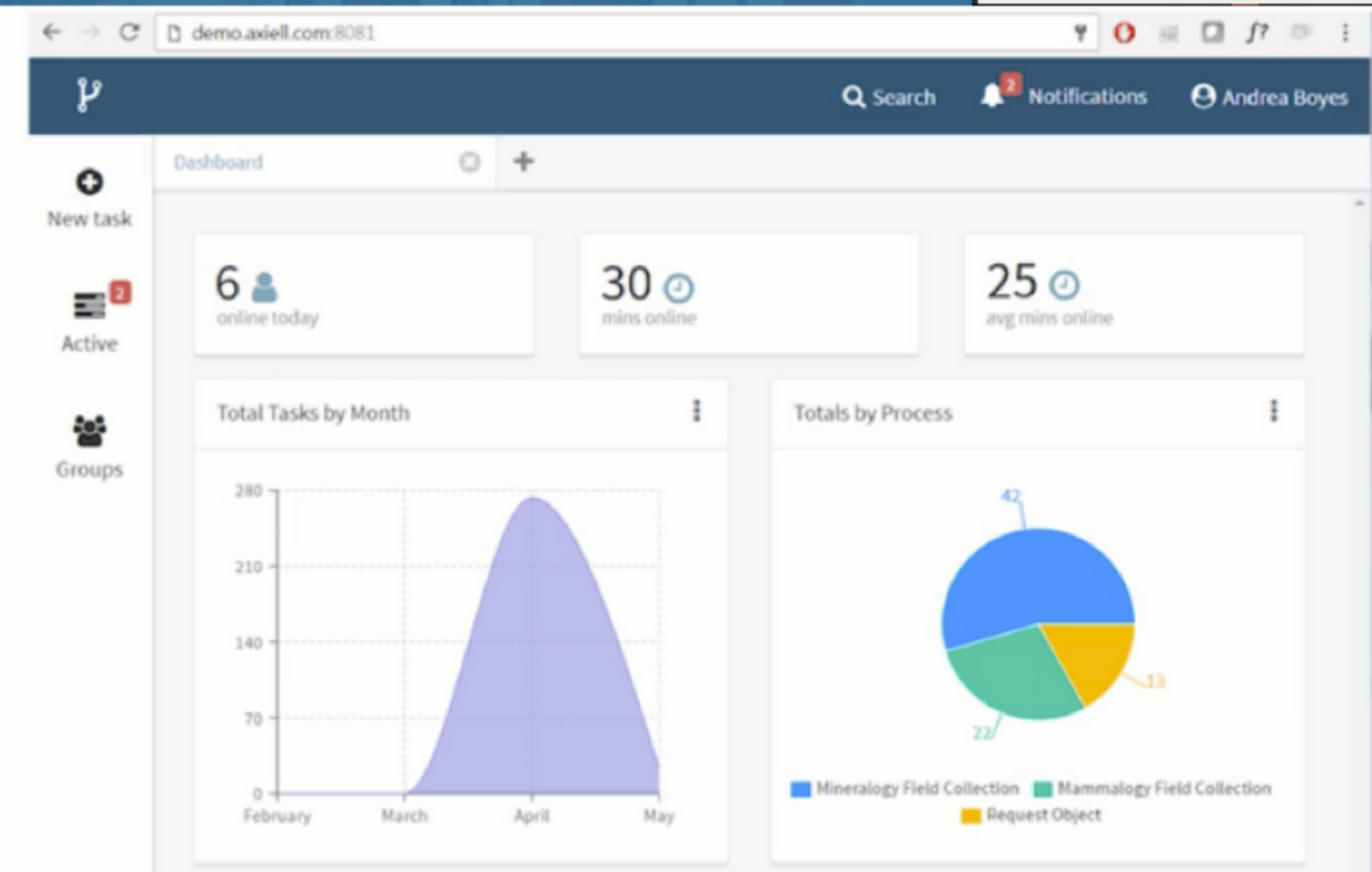
First

Current

production place

First

+



# Content/Record





## Pricing

-£2565 for the first year

- £985 for installation
  - £595 for the public access package
  - £985 for annual hosting (includes licensing, maintenance, and support)
- £1580 for each year after

## Support

Email:

- [support@museumsoftware.com](mailto:support@museumsoftware.com)

Website:

[museumsoftware.com/webedition.html](http://museumsoftware.com/webedition.html)

## Features

### Pros

- Great technical support
- Inexpensive
- Supports Barcode Printing
- Automatic backups every night

### Cons

- Based in the US
  - Technical support may be a challenge due to time difference
- Has a main and temporary location

## Criteria

|  |                                     |
|--|-------------------------------------|
| Support archive and museum collections             | <input checked="" type="checkbox"/> |
| Web-based  | <input checked="" type="checkbox"/> |
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| Customisable conservation fields                   | <input checked="" type="checkbox"/> |
| User friendly                                      | <input checked="" type="checkbox"/> |





# Dashboard

The Postal Museum Demo

Catalogs

Accessions

Catalog Lists

Outgoing Loans

People

Exhibits

Sites & Localities

Contacts

Contact Lists

Pledges & Receipts

### Recently Modified Records

### System Information

|                            | Records | Images |
|----------------------------|---------|--------|
| Objects                    | 32      | 96     |
| Photos                     | 45      | 61     |
| Library                    | 17      | 23     |
| Archives                   | 27      | 67     |
| Contacts                   | 44      | 37     |
| Accessions                 | 34      |        |
| Incoming Loans             | 3       |        |
| Returned Loans             | 2       |        |
| Temporary Custody          | 18      |        |
| Temporary Custody Returned | 11      |        |

### Objects - Query

Objects

Photos

Archives

Library

All Catalogs

Deaccessioned

Fixed Views

Default View

My Custom Views

No Data

My Last Modified Records

No Data

Filter & Option Field Settings

Filter

Add Filter

Add GroupReset Filters

Options

ApplySave as New View

New RecordView ImagesExport to CSVPrintPut on LoanPut on ExhibitPublic AccessDeny Public Access

Add to List

Search by "Object Id" or "Object Name"

|                          | Object Id | Object Name       | Title                        | Date           | Collection                              | Default View |
|--------------------------|-----------|-------------------|------------------------------|----------------|---|--------------|
| <input type="checkbox"/> | 1997.2.1  | Point, Projectile |                              | 1050 +/-150 BP | Archaeology Division                    | Archaeology  |
| <input type="checkbox"/> | 1997.2.2  | Point, Projectile |                              | 1050 +/-150 BP | Archaeology Division                    | Archaeology  |
| <input type="checkbox"/> | 1997.3.1  | Necklace          |                              | 1500 yrs. bp.  | Repatriation                            | Archaeology  |
| <input type="checkbox"/> | 1997.6.2  | Granite           |                              | Unknown        | Rocks and Minerals Collection           | Geology      |
| <input type="checkbox"/> | 1997.6.3  | Pyrite            |                              | Unknown        | Rocks and Minerals Collection           | Geology      |
| <input type="checkbox"/> | 1997.6.5  | Quartz            |                              | Unknown        | Rocks and Minerals Collection           | Geology      |
| <input type="checkbox"/> | 1998.1.1  | Painting          | Woman with the Green Feather | 1948           | PastPerfect Museum Fine Arts Collection | Art          |
| <input type="checkbox"/> | 1998.1.2  | Painting          | Peaceable Kingdom            | 1982 ca.       | PastPerfect Museum Fine Arts Collection | Art          |

# Content/Record





## Pricing

- £8000 per year
  - unlimited licenses, maintenance, and updates
  - 100 GB storage
- Does not include data migration

## Support

Email:

- [sales@keepthinking.it](mailto:sales@keepthinking.it)
- [developer@keepthinking.it](mailto:developer@keepthinking.it)

Website: <https://www.qi-cms.com/>

## Features

### Pros

- Unlimited licenses
- Customisable search fields
- Uploads over 400 file formats
- Support for SSO & MFA
- IIIF Ready
  - High-resolution images
- Able to grant user permission to specific departments

### Cons

- On the higher end of the budget

## Criteria

|  |   |
|--|---|
| Support archive and museum collections             | ✓ |
| Web-based  | ✓ |
| ISAD(G) and Spectrum compliant                     | ✓ |
| Hierarchy for archives                             | ✓ |
| Loan management                                    | ✓ |
| Budget range £6,500 - £10,000                      | ✓ |
| Single objects can be stored in multiple locations | ✓ |
| Online catalogue integration                       | ✓ |
| Customisable conservation fields                   | ✓ |
| User friendly                                      | ✓ |





# Dashboard

Keepthinking — Administrators

Dashboard + Content Lists Media Review Users Teams Preferences

Search existing records

Keyword

Search

Edit or create records

Home

- Home page features 1
- Pages 2 1

Visit

- Landing page features 1
- Pages 2 1

What's on

- Exhibitions 1
- Events 2 1
- Landing page features 1
- Pages 2 1

Collection

- Objects 1
- People 2 1
- Themes 1
- Landing page features 1
- Pages 2 1

About

- News 1
- Landing page features 1
- Pages 2 1

Footer

- Footer pages 1

Welcome to your dashboard

We've set up some things to get you started. To get going quickly all you have to do is add your content to the pages we have created for you.

Activity on the last 30 days

Quick links

- Create a new event +
- Create a new exhibition +
- Create a new object +

Total capacity 50 MB

|            |          |            |         |
|------------|----------|------------|---------|
| Images     | 12.47 MB | Files      | 2.80 MB |
| Multimedia | 2.06 MB  | Free space | 30.2 MB |

Record limits

|             |          |
|-------------|----------|
| Pages       | 41 of 50 |
| Objects     | 1 of 100 |
| People      | 1 of 100 |
| Exhibitions | 1 of 10  |
| Events      | 5 of 10  |
| Themes      | 1 of 5   |

Video tutorial

Customise your website

Preferences

To review See all

|   |                           |
|---|---------------------------|
| Record name   | HOME / HOME PAGE FEATURES |
| Last updated by Administrator on 31/05/2012 at 10:48:06 |                           |
| Record name   | VISIT / PAGES             |
| Last updated by Administrator on 31/05/2012 at 10:48:06 |                           |
| Record name   | HOME / HOME PAGE FEATURES |
| Last updated by Administrator on 31/05/2012 at 10:48:06 |                           |
| Record name   | VISIT / PAGES             |
| Last updated by Administrator on 31/05/2012 at 10:48:06 |                           |
| Record name   | HOME / HOME PAGE FEATURES |
| Last updated by Administrator on 31/05/2012 at 10:48:06 |                           |
| Record name   | HOME / HOME PAGE FEATURES |
| Last updated by Administrator on 31/05/2012 at 10:48:06 |                           |
| Record name   | VISIT / PAGES             |
| Last updated by Administrator on 31/05/2012 at 10:48:06 |                           |
| Record name   | HOME / HOME PAGE FEATURES |
| Last updated by Administrator on 31/05/2012 at 10:48:06 |                           |

Recent changes

|   |                           |
|---|---------------------------|
| Record name   | HOME / HOME PAGE FEATURES |
| Last updated by Administrator on 31/05/2012 at 10:48:06 |                           |
| Record name   | VISIT / PAGES             |
| Last updated by Administrator on 31/05/2012 at 10:48:06 |                           |
| Record name   | HOME / HOME PAGE FEATURES |
| Last updated by Administrator on 31/05/2012 at 10:48:06 |                           |

Keepthinking — Administrators

Dashboard + Content Packages Lists Media Review Shop Users Teams

Objects

Create a new record +

Q SEARCH

Label

Accession Number

Artists (Label)

Freud

Artists (Surname)

Artists (Forename)

Portfolios (Name)

Collections (Code)

Package

Status

☐ Draft ☐ Mine only ☐ Offline ☐ Has images

Clear all fields search

Q SEARCH & REPLACE

Fields

Find

Replace

Replace

COLLECTION / OBJECTS

**GIRL WITH ROSES | Freud | 1947/48 | P79**

Title: GIRL WITH ROSES  
Accession Number: P79  
Artists (Label): Lucian / Freud / 1922  
Date: 1947/48  
Medium: OIL ON CANVAS  
Dimensions: 106 X 75.6 CM  
Status (Label): In Exhibition | LUCIAN FREUD PORTRAITS | INS  
| USA | Fort Worth | Museum Of Modern Art | 01/07/2012 |  
28/10/2012

Created by Keepthinking on 24/03/2012 at 13:26:34 — Last updated by Diana Eccles on 28/03/2012 at 12:03:30

Content Images Documents

Hide audit trail Show deleted Add Export

Main Description Financials Copyright Conservation Other Legacy fields

Title

GIRL WITH ROSES

Past values (4)

Subtitle

Accession Number

P79

Label

GIRL WITH ROSES | Freud | 1947/48 | P79

Ready for approval Comments Cancel Save Save & approve

Relationships

Add new relationship +

Artists (1)

Add Artists +

Lucian / Freud / 1922

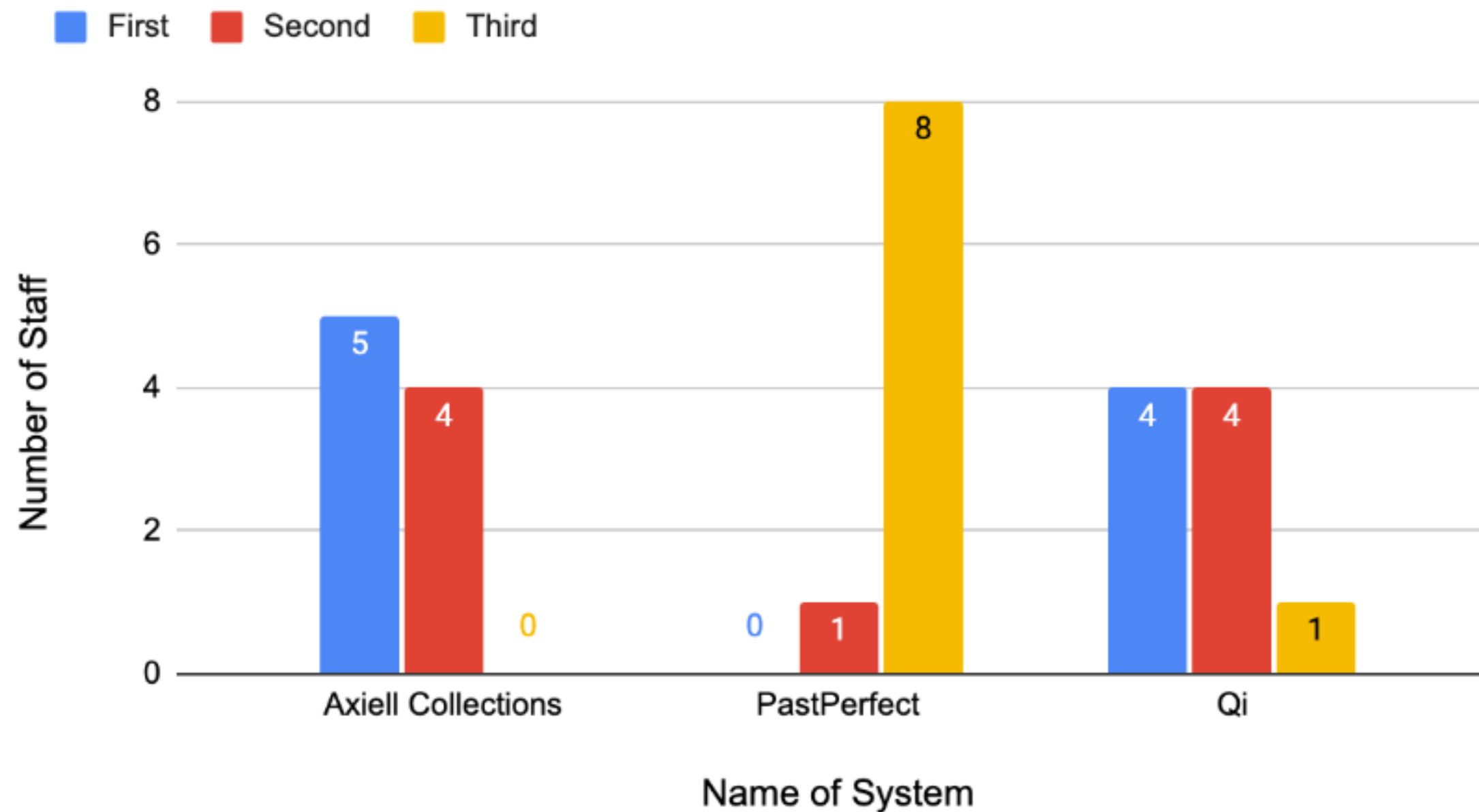
RECORD ONLINE

# Content/Record



# Survey Results

The Postal Museum staff's rankings of the top three CMSs



## Staff concerns

- Axiell Collections: Price
- PastPerfect: US-based
- Qi: Unfamiliar (archive knowledge)

# Conclusion

- Choose between Axiell Collections and Qi
  - Axiell Collections has a more familiar brand, but costs more
  - Qi is a more economic alternative, and still meets staff needs



The Postal Museum





**WPI**

# Thank you!

Thank you to our host Rose Brown and TPM staff that took the time to help with our project. Thank you to John-Michael Davis and Jason Davis, our advisors, for guidance throughout the project.

