MINISIS - CULTURAL ASSET MANAGEMENT SYSTEM (CAMS)

The MINISIS Cultural Asset Management System (CAMS) provides a cloud-based, complete cross-cultural, cross-subject matter collection management solution with an optional preservation service perfectly suited to meet the needs of museums, archives and libraries.

Unlike single-purpose archives, libraries or museum products, CAMS provides an **All-in-One** cultural and heritage asset management collection management system.

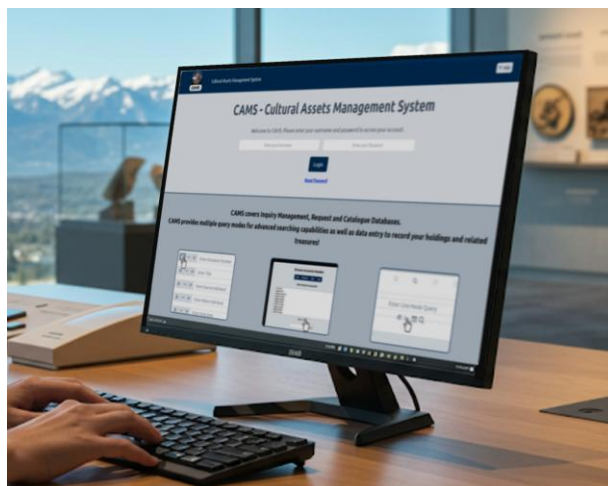## CROSS-CULTURAL, CROSS-ASSET SOLUTION

This modern, multi-functional solution improves cataloging workflows and provides for the creation of more complete and accessible collections, in addition to offering preservation options. Standards-based MINISIS CAMS easily takes care of:

- OPAC union collection searching
- Cataloging using glossaries & taxonomies
- Acquisitions, accessioning & appraisals
- Serials management
- Circulation

- Multilingual
- Archival & CMS workflows
- Museum/Gallery exhibition & loan management
- Conservation & preservation option
- Reporting tools and much more

STREAMLINED CULTURAL ASSET MANAGEMENT AND ACCESS

MINISIS CAMS ensures that collections, objects and items can be acquired, registered and accessioned according to library, archive and/or museum standards, streamlining collection management while improving access to all materials.

Multi-part and multi-descriptive-focused items or objects maintain their common accession information while being cataloged and described according to the item's descriptive focus when describing individual items, groups and series.

Archiving

Supporting collection strategies for all types of organizations, museums, galleries & archives.

- Archival Descriptive Standards: ISAD(G), CAAIS (Canadian Archival Accession Information Standard), RAD, DACS, EAD & ISAAR
- Relational attributes for cross referencing of material
- Collection hierarchy display
- Date range searching including date events & descriptive dates (eg:19th Century, 1940's etc.)
- Managing locations for materials

- Users can request "Book to View" objects, items
- Accession & describe archival materials
- Add or Import Image URLs
- Establish names of subjects & names of donors
- Playback of audio & video content from YouTube, Vimeo & other sources

Cataloging

- Multi-lingual & supports Unicode characters
- Single or multiple libraries / archives
- Physical & digital materials
- MARC Based (for Library Materials)
- Validation & security of data

- Full text & rich text fields
- Repeating fields & repeating nested group fields
- Integrated multi-lingual polyhierarchical thesaurus
- Relational linking between & within records
- Copy Cat Cataloging (z39.50) or via import

Item / Object Loans & Requests

- User / Patron requests
- Loans & renewals
- Loan history & Statistics
- Instant direct to printer loan of booking requests
- Assign loans to projects

- Fines (in Library ILS)
- Customizable email notifications
- Anonymize users for privacy / GDPR
- Self-Issue (Barcodes or RFID)

End User/Patron OPAC (Search Portal)

- Organization branded Search Portal(s)
- Simplify access to content
- Collections, reading lists, saved searches
- Multi-office, multi-lingual search portals
- Mobile & Tablet responsive design
- Detailed facet search & date filters
- Search by descriptive dates (eg:19th Century...)

- Create custom pages, menu, RSS feeds
- Embedded document PDF viewer
- End users self-manage loans, renewals
- Single Sign-On / SAML & ENTRA ID support
- Easy website integration
- Social media sharing features (for public sites)

CMS for Museums & Galleries

- Reproduction & publication services
- Museum education & promotion
- Object location, movement & control

- Exhibition & loan management
- Risk management & valuation

Acquisitions

Fast comprehensive order processing wizard.

- Books, serials, items, online subscriptions
- Custom chart of accounts / fund accounting
- Single / multi office budgets
- Departmental budgets & multi-currency
- Standing orders, payment methods
- Single line or multi-line orders
- On-screen transaction history with filters
- Drill down analysis to orders
- Flexible order: change, cancel, amend
- Invoice recording & reconciliation
- Manage taxes, shipping charges
- Approve invoice for payment
- Record date of payment
- Record original & final cost
- Fully integrated with the catalog

Serials

Extensive workflows to manage all aspects of serials:

- Fast check in & receipt of journal issues
- Easy to set up single or multiple subscriptions
- Predicted issues & enumeration control
- Routing lists & list templates; single & bulk
- Order creation & management of life cycle
- Loan individual issues plus circulate routing list
- Single screen for receipt, cancel, claim issues
- Barcoding of issues & creation of items for loan
- Auto-update of expected issues to catalog record
- Checked in issues display status in catalog
- Claims - manual, semi-auto; automatic

PLUS, THE FOLLOWING FEATURES ARE ALSO INCLUDED!

MINISIS CAMS can interact with other 3rd party applications via our API and import / export routines. Generate a range of reports to help you monitor how users are using the system.

Import / Export

- Exchange data with 3rd party systems via our API
- Import & Export data in XML, CSV, Tagged, MARC, MARCXML formats - & BibTeX (Import)
- Manual selection of records for output
- Auto scheduling of imports & exports
- Import images (pdf, jpg, tiff, png) & XIF metadata
- Mapping table to convert data to local fields
- Integrated with supply libraries for biblio data
- Apply controls to limit exports
- Zip output files to include records & attachments
- Email, output to file, print

Reports

- Over 150 standard reports to choose from
- Output to xls, csv, pdf, rtf
- Set parameters to limit / sort results
- Tables, charts, graphs
- Catalog reports
- Management reports - on request via Help Desk
- Scheduled reports via email
- On screen summaries, statistic snap shots

SERVICE AND SUPPORT

Together, Soutron Global and MINISIS offer a broad range of software, services and support to facilitate all client needs. Our experts are on hand to:

- Clean data using script libraries
- Custom screen design template building
- System integration using APIs and Web Services
- Help identify your requirements
- Customize and integrate search interfaces
- Set up HTML, CSS to present content and brand your application
- Deliver on 'out of the box' requirements

Experience is important. Detailed project planning and in-depth training maximize your use of the application. Your needs are the priority consideration throughout and these needs are analyzed and addressed by the experienced MINISIS team at Soutron Global.

NEXT STEPS

To find out how MINISIS Cultural Asset Management System (CAMS) could transform your collection management, visit: www.soutron.com/cams

or **get in touch**:

UK & Worldwide
T: +44 (0)1332 844 030
info@soutron.com

USA
T: +1 (0)760 870 4243
info@soutron.com

Canada
T: +1 (0)604 255 4366
info@soutron.com

2025.V1-0425