

## Functionality overview

Function	1	2	3	4	5
*Submission*					
Manual Submission option					
Web-based submission option					
Batch Submission option					
Submission formats					
*Costs*					
Open-source v. proprietary					
Subscription costs for maintenance					
Mandatory subscription					
Installation costs					
Can maintain if no longer able to pay					
Installation by developer					
Installation by 3 <sup>rd</sup> party					
Longevity in the field					
Administration					
Can create workflows					
Can create permissions					
Allows virus scan					
Allows quarantine					
Can create thumbnails/access copies					
Format monitoring					
Back-up					
Normalization					
Versioning					
Ingest anything					
Plug-ins by company					
Plug-ins by 3 <sup>rd</sup> party					
Plug-ins for a fee					
Plug-ins for free					
Custom API/submission interface					
Easy set-up (1-10)					
Easy maintenance (1-10)					
Database types					
Metadata					
DC					
METS					

MODS					
PREMIS					
EAD					
Access metadata					
Structural metadata					
Preservation metadata					
Content management/access					
Double as a content management system					
Inter-operable with a content management system					
OAI-PMH					
Text indexing and searchable					
Other					
Frequency in use					
Linux base					
Windows base					