AIIM Information Technology Standards E-Commerce, Data Storage and Data Content

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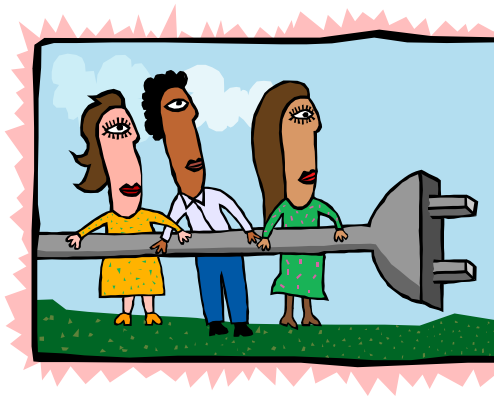
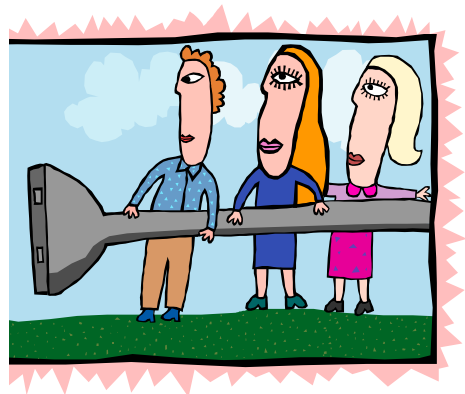
AIIM International
Technologies Driving E-Business





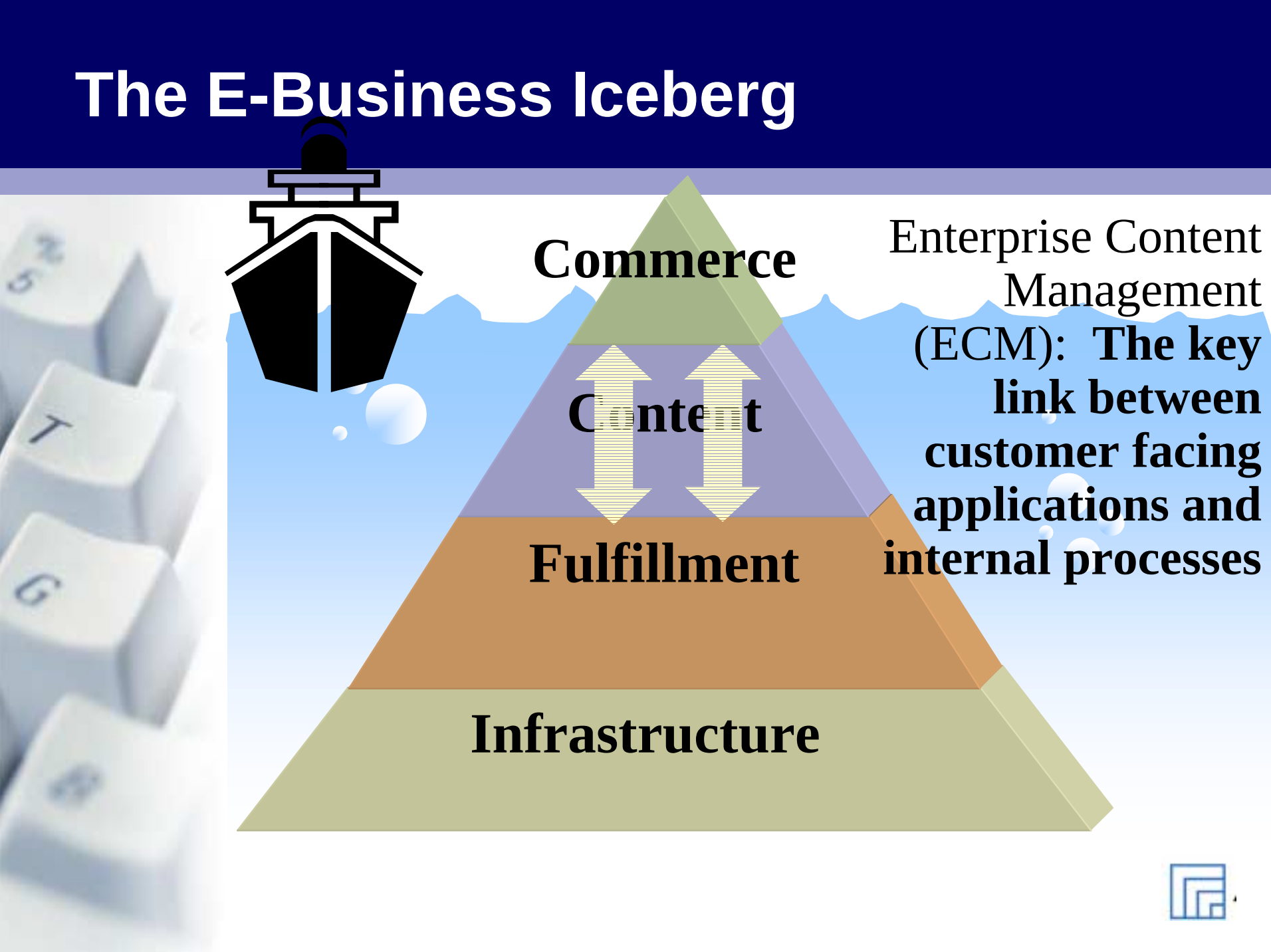
AIIM Role

- **AIIM International is the global industry association connecting the users and suppliers of E-Business technologies and services.**
- **AIIM focuses on the specific area of Enterprise Content Management (ECM) within E-Business:**
  - The technologies used to create, capture, customize, deliver, and manage enterprise content to support business processes.

AIIM Standards

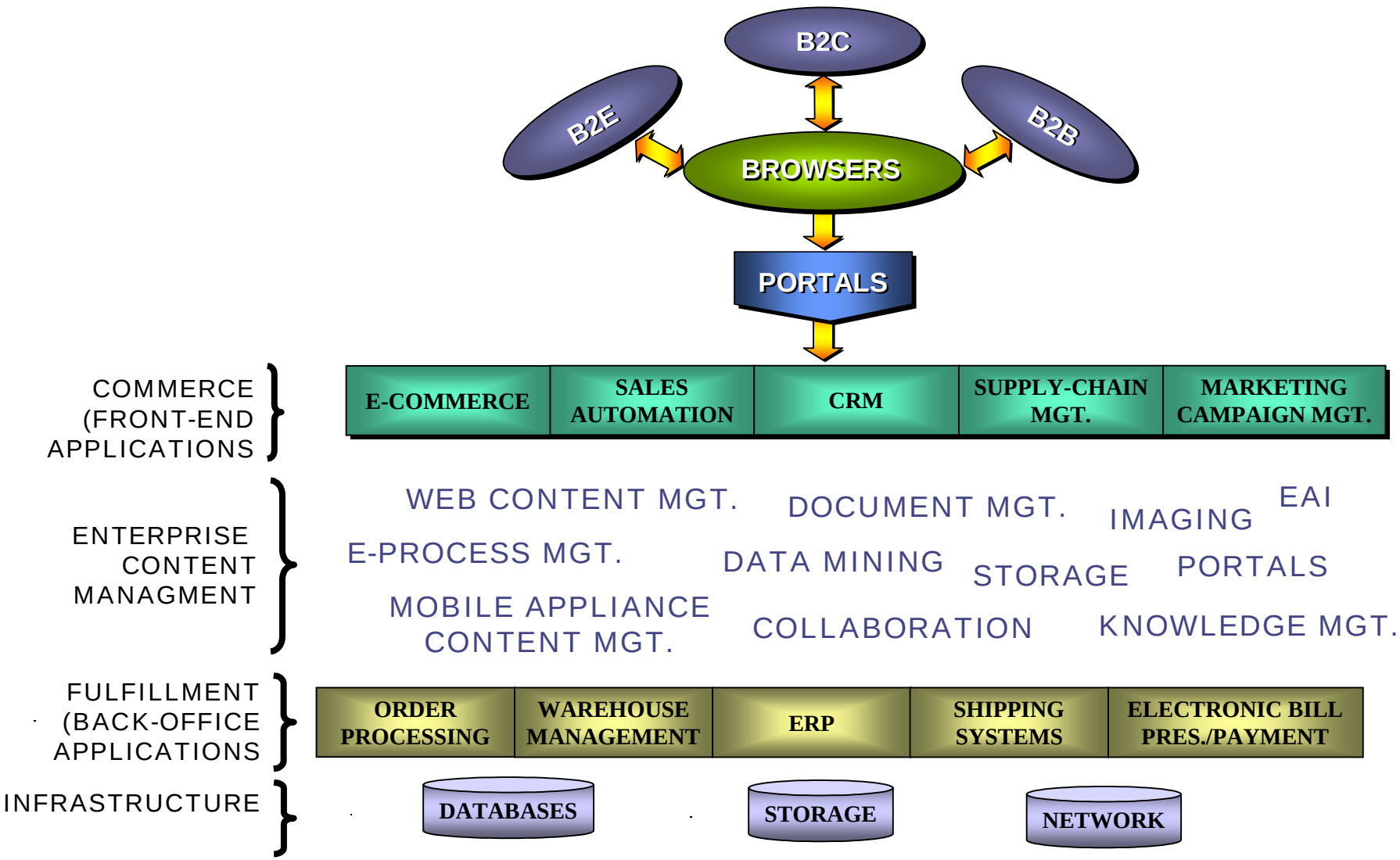
- ANSI Accredited Standards Developer
- Secretariat to ISO TC 171, Document Imaging Applications, SC2, Application Issues
- Administrator for U.S. Technical Advisory Group (TAG) to ISO TC 171

The E-Business Iceberg



Enterprise Content Management (ECM): **The key link between customer facing applications and internal processes**

Enterprise Content Management



FSMS Standards

- **File Storage Management Systems**
  - **ANSI/AIIM MS 66-1999, Metadata for Interchange of Files on Sequential Storage Media Between File Storage Management Systems (FSMS)**
    - **Specifies the format and content of the metadata used for interchange**
    - **Interchange between two different FSMS and between different physical volume repositories**
  - **ANSI/AIIM MS71, Conformance Tests**
    - **Describes a set of conformance tests for metadata export content, generating system, and receiving system**

Digital Image Standards

- **Digital Image**
  - **ANSI/AIIM MS59-1996, Media Error Monitoring and Reporting Techniques for Verification of Stored Data on Optical Digital Data Disks**
    - **Defines high-level and application set of commands**
    - **Identifies user requirements for monitoring**
  - **ANSI/AIIM TR39-1996, Guidelines for the Use of Media Error Monitoring and Reporting Techniques**
    - **Provides procedures for maintenance of information on media errors and use of statistical models**

COLD/ERM Standards

- **COLD/ERM**
  - **ANSI/AIIM MS69, COLD Data Interchange Format**
    - **Defines the interchange of computer generated documents between compliant systems and between disparate systems**
  - **ANSI/AIIM TR43, Implementation of COLD Technologies**

Micrographics Standards

- **Micrographics**
  - **Quality Issues**
    - **ANSI/AIIM MS23-1998, Recommended Practice – Production, Inspection, and Quality Assurance of First-Generation, Silver Microforms of Documents**
  - **Application Issues**
    - **ANSI/AIIM MS8-1988(R1998), Image Mark(Blip) Used in Image Mark Retrieval Systems**
  - **Guidelines for use**
    - **ANSI/AIIM TR13-1998, Preservation of Microforms in an Active Environment - Guideline**

E-Commerce Standards

- **Extended Markup Language (XML) for the Exchange of Document Images and Related Metadata**
  - **Develop a methodology for using XML tags to exchange metadata about document images**
- **Alliances**
  - **Organization for the Advancement of Structured Information Standards (OASIS)**
  - **Rosetta Net**
  - **Graphics Communications Association (GCA)**
  - **Business Internet Consortium (BIC)**

Data Content Standards

- DMWare
  - Document Management Alliance (DMA)
  - Open Document Management API (ODMA)
- WebDAV (Web Distributed Authoring and Versioning)
- Metadata

- Workflow
  - WfMC Reference Model
  - WfMC MIME Binding
  - Wf-XML Binding
- Alliances
  - Object Management Group (OMG)
  - Workflow Management Coalition (WfMC)

Information Legality Standards

- **ANSI/AIIM TR31, Performance Guideline for the Legal Acceptance of Records Produced by Information Technology Systems**
  - **Part 1-1992, Evidence**
  - **Part 2-1993, Government Agencies**
  - **Part 3-1994, Implementation**
  - **Part 4-1994, Model Rule and Act**
- **Expungement of records from microfilm and electronic media**
  - **ANSI/AIIM TR28-1991, The Expungement of Information on Optical Write-Once-Read-Many (WORM) Systems**

Implementation Guidelines

- **AIIM ARP1-2001, Implementation Guidelines and Standards Associated with Web-based Document Management Technologies**
  - **Provides set of procedures or activities to implement inter/intranet document management technologies**
  - **Provides an overview of the DM technologies**
  - **Provides user guidelines, implementation considerations, applicable technology standards**

Future Standards Development

- Optical Tape
- DVD
- Direct Access File Systems
- Data Warehousing
- Data Mining
- E-business related projects
  - Digital signature applications

Where to get information

- AIIM Web site - www.aiim.org
  - Standards Portal – http://standards.aiim.org
- *DOC.1* - weekly e-mail and fax service
- *e-doc* magazine
- *Standards Watch*

For Specific Information

- **AIIM Standards Program**

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- **AIIM Advanced Storage Technical Committee**

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