

Administration of the Hardware Equipment, Software Services and ITC Infrastructure in Music Archive Finland

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Hardware Equipment

Personal Computers

Employees administer their personal computers.

Digitizing Workstations

Workstations are administered by the IT Specialist of Music Archive Finland. Personal restricted user accounts are created for each individual employee.

LTO Tape Backup Workstation

Workstation is administered by the IT Specialist of the Music Archive.

Network-attached storage

Storage servers are administered by the IT Specialist of the Music Archive. Personal restricted user accounts are created for each individual employee.

Client Desktop Computers

Workstations are administered by the IT Specialist of the Music Archive. Restricted user account is created for clients for accessing requested resources. Use of data ports of the computer and access to the Internet is disabled.

Metadata Services

Yksa is an information management service produced and administered by Disec Oy. Personal user accounts are created by Disec Oy for each employee of the archive.

Melinda is a national metadata repository administered and owned by the National Library of Finland. Personal user accounts are created by the National Library of Finland for each employee of the archive.

Finna.fi is a national search service administered by the National Library of Finland. User account for Music Archive Finland is created by the National Library of Finland. The account is administered by the IT Specialist of the Music Archive.

Musiikkiarkisto.fi is a homepage of Music Archive Finland. The website includes two subdomains: **skaala.musiikkiarkisto.fi** and **fenno.musiikkiarkisto.fi**. The site is administered by the IT Specialist.

Facebook channel of Music Archive Finland is administered by the Archivist and the IT Specialist of the Music Archive.

Avoindata.fi service is administered by the Director of the Music Archive.

YouTube channel of Music Archive Finland is administered by the Director.

National Digital Preservation Services (DPS)

The Digital Preservation Service produced and administered by the CSC – IT Center for Science Ltd. for cultural heritage resources, guarantees the preservation of digital resources held in Music Archive Finland. The user account created by the CSC for Music Archive Finland is administered by the IT Specialist of the Music Archive.

ICT-Infrastructure

Internet service provider (ISP) of Music Archive Finland is domestic Welcom Net Oy whose servers locate in Finland. The user account created by the ISP for Music Archive Finland is administered by the IT Specialist of the Music Archive.

The WLAN and intranet connections of the office of Music Archive Finland is administered by the IT Specialist.

Employees of the archive have access to Microsoft 365 services via personal accounts. The accounts are administered by the Director and the IT Specialist.