

Adding Archival Units to LOCKSS

What is this?

LOCKSS (Lots Of Copies Keeps Stuff Safe) is an application designed to ensure continuing access to articles published in electronic journals and held off-site. By downloading and storing content, and periodically checking its integrity, LOCKSS ensures that the University has access to this content should it ever become impossible to access from the publishers' own web sites.

Archival Units are first prepared for release by the LOCKSS Development Team (an Archival Unit is roughly equivalent to a printed Journal Volume). Content is selected for archiving in LOCKSS by subject librarians at DMU.

How is it done?

1. Point your browser to <http://lockss.university.ac.uk:8081/Home> (replacing <http://lockss.university.ac.uk> with the address of your local LOCKSS box). Log in with the admin username and password (ask your LOCKSS sysadmin for this).
2. Select the 'Journal Configuration' link from the main menu.
3. Select the 'Add Titles' option.
4. Select one or more publishers from the list and click on the 'Select Titles' button.
5. Content will be stored on the selected disk checked in the Available Disks table.
6. Use <CTRL>-F to search the page for the title you are looking for.
7. Click in the 'Add?' checkbox for the selected archival units. Please tick all Archival Units available for a selected journal. To add a batch of AUs: try clicking on the first item of a sequence, then using <Shift> and click to mark the last item, highlighting all those in between.
8. Confirm these additions by clicking on the 'Add Selected AUs' button.
9. Close your browser to log out of the LOCKSS Admin interface.

