

ARPO Index

CRITERIA

Archival Research Preparation Online (ARPO) Index Components

Component / Subcomponent	Type	Component Maximum Score	Subcomponent Score
Ask Questions	Faceted	10	
- online form			4
- instant message (IM) directly with archival staff			3
- linked email			3
Browse Holdings Information	Preferred State	10	
- collections lists linked to finding aids with container lists			10
- collections lists, but not linked to finding aids with container lists			3
Search Holdings Information	Faceted	10	
- search box on main page			7
- search box on subpage(s)			3
View Search Results Information	Faceted	10	
- collection title with link to finding aid			1
- inclusive dates			1
- link to summary information			1
- link to background - historical or biographical			1
- link to scope & content information			1
- link to folder list			1
- physical extent			1
- collection summary			1
- matched item types - text or icons			1
- link to matched items in context			1
Accumulate Selected Information	Binary	10	
- Yes			10
- No			0
Save Selected Information	Faceted	10	
- create an account to store selected information			4
- download/export selected information			2
- email selected information			2
- print selected information			2
Review Information about Planning a Research Visit	Faceted	10	
- hours open			1
- hours open main page bonus			1
- street address			1
- street address main page bonus			1
- location			1
- location main page bonus			1
- policies/procedures			1
- directions/map			1
- parking instructions			1
- fee schedules			1
Schedule a Research Appointment	Faceted	10	
- schedule appointment online with automatic confirmation			4
- fill in an online form with no automatic confirmation			2
- use IM directly with archival staff			2
- compose an email (linked)			2
Request Materials for an Appointment	Faceted	10	
- request boxes and/or folders directly from a finding aid, search results, or a list saved in the researcher's account			4
- fill in an online form with no automatic confirmation			2
- use IM directly with archival staff			2
- compose an email (linked)			2
ARPO Index Maximum Total Raw Score		90	