



creekside**DIGITAL**

Orchestrator Server Suite



QUALITY
ASSOCIATES
INCORPORATED

A KONICA MINOLTA COMPANY

ORCHESTRATOR SERVER SUITE

A SCALABLE, MODULAR PLATFORM FOR NARA-COMPLIANT DIGITIZATION

Comprehensive Compliance with 36 CFR Part 1236, Subpart E: Built for Federal Agencies

Orchestrator Server Suite (OSS) is a state-of-the-art, enterprise-level platform that enables federal agencies and institutions to digitize permanent records at scale—efficiently, securely, and in full compliance with NARA's regulations under **36 CFR Part 1236, Subpart E**.

OSS is a hybrid software and hardware solution, built on a modular architecture, that delivers unmatched performance, automation, and forensic auditing capabilities to ensure your digital assets meet all mandatory federal standards for permanent records.

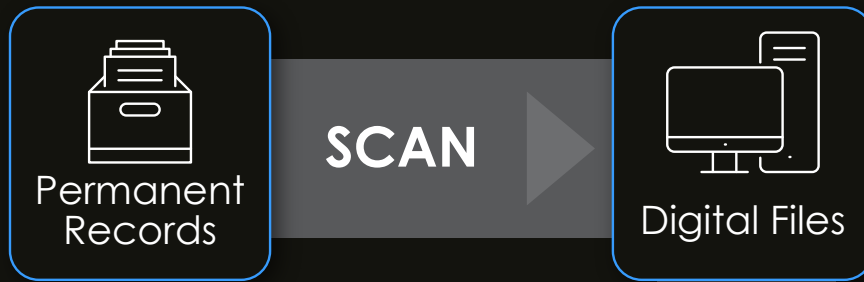
KEY BENEFITS:

- **Accelerate throughput:** Faster job assignment and parallel processing reduce project timelines.
- **Cut storage costs:** Advanced encoding (JPEG2000, PNG) significantly reduces file sizes.
- **Automate compliance:** Integrated tools verify and enforce federal digitization standards.
- **Proven and repeatable:** Forensic audit reports provide detailed, independently verifiable compliance results.

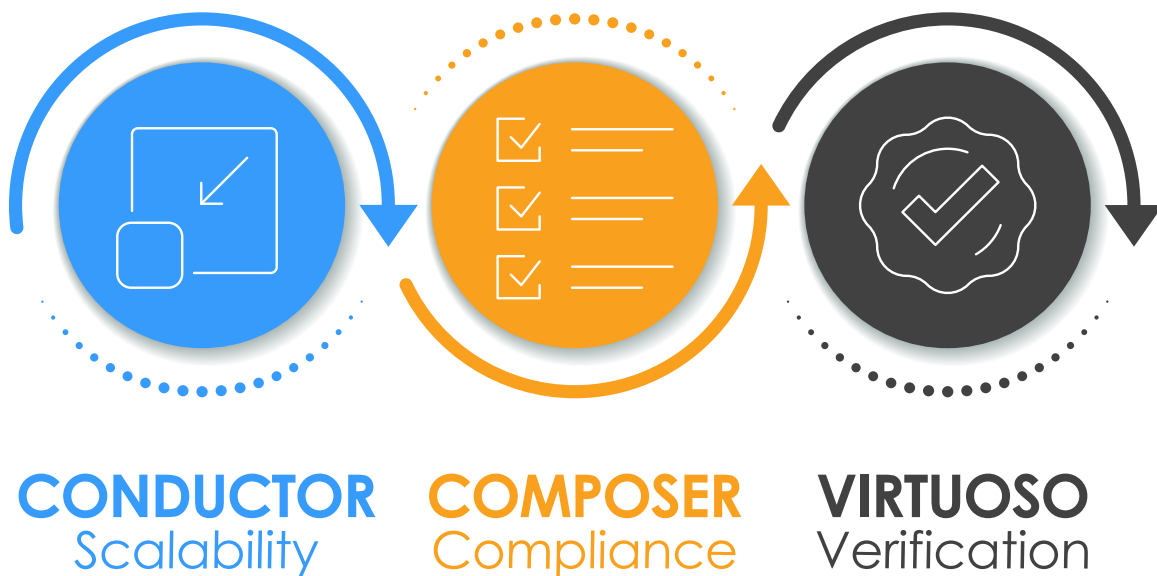
Contact the QAI team at

✉ creeksidedigital@qualityassociatesinc.com ☎ 410.884.9100 🌐 www.qualityassociatesinc.com

Workflow to NARA



Orchestrator Server Suite



Modular Architecture for Maximum Flexibility



CONDUCTOR

The Orchestration Engine

Conductor is the command center of OSS. It assigns digitization and processing jobs to clusters of **Performer Nodes**—independent client workstations working in parallel to speed up batch processing. It also manages scheduling, automation, and task verification across the system.

- Supports **massive horizontal scaling** by simply adding more nodes.
- Works with input workstations or high-speed document scanners.
- Enables seamless expansion for large enterprise environments.



COMPOSER

Standards-Based Project Configuration

Composer allows users to define how digital records should be created, based on material type and project scope. It automatically applies NARA-compliant requirements for permanent federal records.

- Build project specifications aligned with federal digitization standards.
- Ensure consistency and quality before digitization begins.



VIRTUOSO

Batch Verification & Compliance Auditing

Virtuoso processes batches of digitized images and verifies compliance with the specifications created in Composer. It performs deep introspection and produces a detailed **Regulations Audit Report**.

- Confirms compliance with **36 CFR Part 1236, Subpart E**.
- Identifies non-compliant records and provides actionable remediation steps.
- Supports full audit traceability with forensic metadata.



What's Included with OSS

OSS is deployed on-premises in a secure, bespoke configuration tailored to your organization's infrastructure and records workflows. Each deployment includes:

- Orchestrator Server Suite software
- OSS server and multiple performer nodes
- GoldenThread NXT for image quality assurance
- JPEG2000 encoding software
- GoldenThread Device/DICE targets
- Additional supporting hardware and software tools
- Testing and configuration
- Customer support

OSS Evaluation Environment

Test OSS in your own environment with your own data.

The 24–30 day evaluation period includes:

- Turnkey deployment on a private, air-gapped network
- Workflow setup, training, and compliance demonstrations
- A full report analyzing compliance, time savings, and performance metrics
- Discovery and setup
- Overview of system setup and workflows
- Demonstrations of compliance and production job execution
- A detailed report covering compliance, performance, and system benefits
- Analysis of key metrics such as time savings, storage reduction, and metadata capture

Training and Consulting Services

Offered by QAI and creekside Digital:

- **Project Planning:** Define specs, plan budgets, align with regulations
- **Audit and Remediation:** Interpret audit results and correct deficiencies
- **Workflow Optimization:** Improve output quality and regulatory adherence
- **Project Planning:** Determine digitization project requirements, create project specifications and implementation plans, and assist with planning for budgets and required resources.
- **Audits and Compliance:** Run Audit Report on permanent federal records, work with customers to understand and interpret the results of a regulations audit, analyze deficiencies with digitized records, and create plans for remediation to achieve compliance.
- **Customized Services:** Optimize workflows, remediate output issues, improve standards and regulatory compliance, increase productivity, and other digitization needs.

WHY CHOOSE OSS?

OSS is the only enterprise-grade platform designed specifically to meet the mandatory digitization standards required for federal agencies handling permanent records. Whether you're digitizing decades of historical documents or managing daily federal record workflows, OSS ensures you do it right—efficiently, securely, and compliantly.



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