

# *Practical Experience of Digital Preservation*

*Public-Private Partnerships*

*Digital Preservation Coalition*

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# *Agenda*

- Current digital preservation practice
  - Industry
  - Private individuals
  - Suppliers
- What should we be doing?
  - R & D partnerships
  - Good records practices

# *Current Practices in Digital Preservation*

- Industry  
(banking, engineering, pharmaceuticals)
- Private individuals
- Suppliers

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# *What is industry doing? (1)*

- E-mail migration
  - VMS to ccMail to MS Outlook
- Document and data migration
  - Word documents
  - CAD drawings
  - Scientific data
- Database migration
  - Version to version
  - Platform to platform

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## *What is industry doing? (2)*

- Standards
- netCDF for scientific data
- ASCII formats
- Now XML

# *What do people do at home?*

- Migration
- MS Word, and other packages
- MS Excel and other packages

# *What are Software Suppliers doing?*

- Improved backward compatibility
  - Word, WordPerfect, RTF
- Increased commitment to standards
- Viewers

# *What should we be doing?*

- R & D Partnerships
- Good record creation practices
- Good metadata practices

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## *R & D Partnerships*

- Continue projects like the Testbed Digitale Bewaring in the Netherlands
- Communicate: share results and advice
- Examine actual preservation from a Record-Keeping angle
- Work with software suppliers

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# *Good Record Creation*

- Be sure records can be preserved
- Avoid automatic fields
- Be careful of fancy formatting
- If possible, store an open format (PDF, XML)
- Plan preservation early and carefully

# *Good metadata practices*

- Add metadata at creation
  - Author
  - Title
  - Dates
- Include metadata in the record
- Arrange records well (folders, sub-folders)

*Thank you.*

*Questions?*