Getting started in digital preservation:

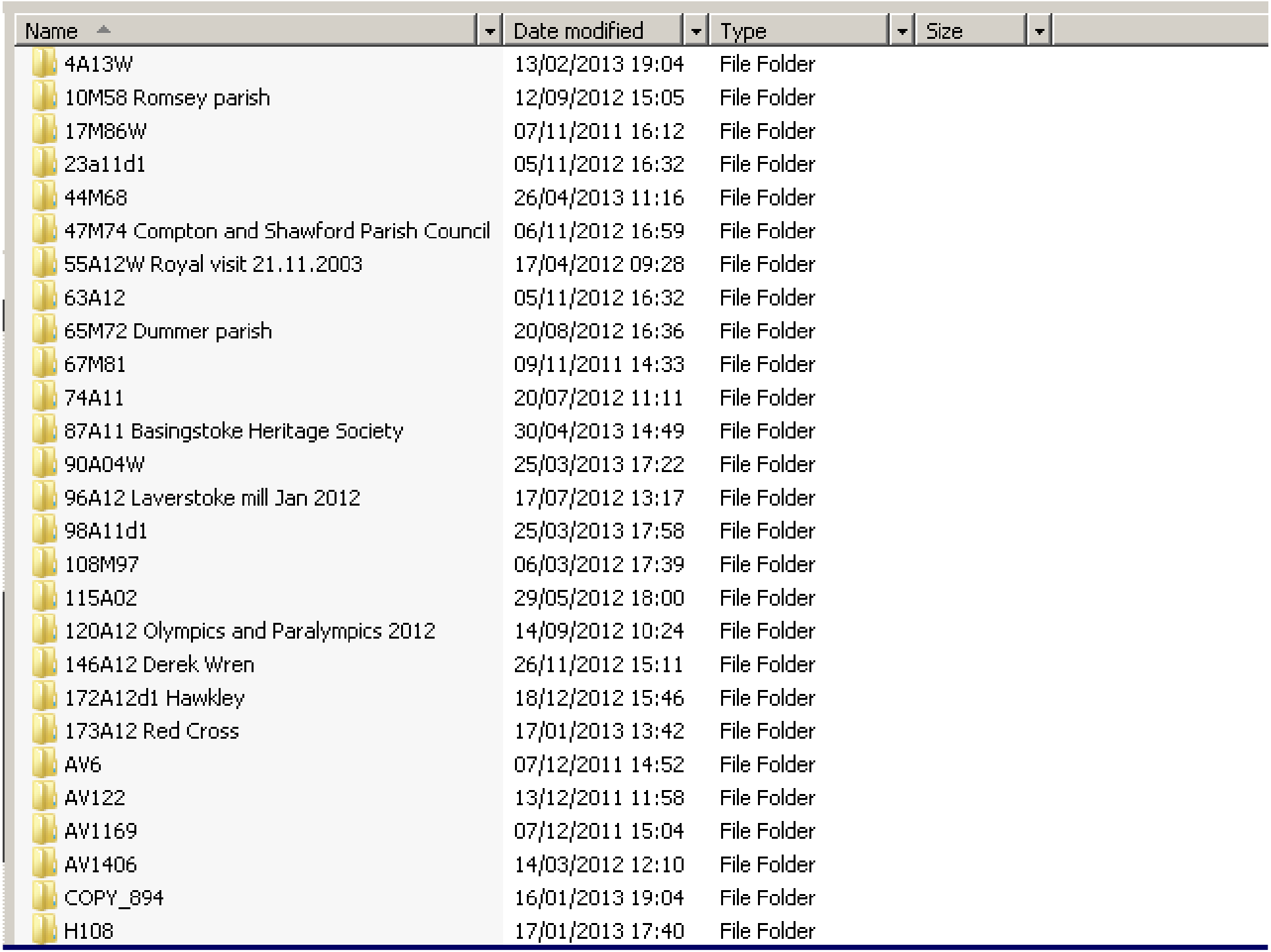
Making sense of your collection

Hampshire County Council

Digital preservation policy

www3.hants.gov.uk/archives/hro-policies/hro-digital-preservation-policy.htm

Hampshire County Council



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44M68	26/04/2013 11:16	File Folder	
47M74 Compton and Shawford Parish Council	06/11/2012 16:59	File Folder	
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87A11 Basingstoke Heritage Society	30/04/2013 14:49	File Folder	
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108M97	06/03/2012 17:39	File Folder	
115A02	29/05/2012 18:00	File Folder	
120A12 Olympics and Paralympics 2012	14/09/2012 10:24	File Folder	
146A12 Derek Wren	26/11/2012 15:11	File Folder	
172A12d1 Hawkley	18/12/2012 15:46	File Folder	
173A12 Red Cross	17/01/2013 13:42	File Folder	
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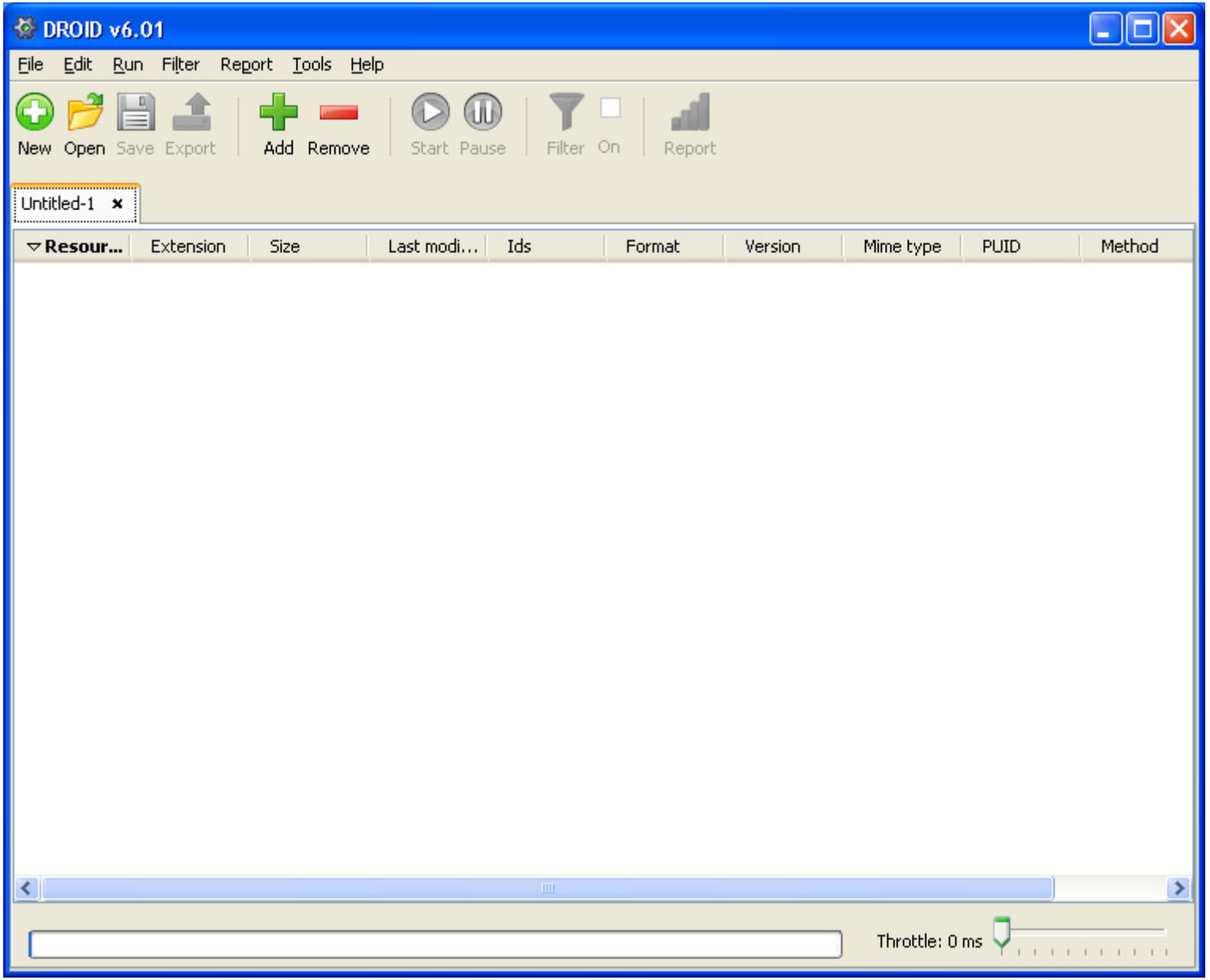
AV122	13/12/2011 11:58	File Folder	
AV1169	07/12/2011 15:04	File Folder	
AV1406	14/03/2012 12:10	File Folder	
COPY_894	16/01/2013 19:04	File Folder	
H108	17/01/2013 17:40	File Folder	

Guidelines for depositors

www3.hants.gov.uk/archives/deposits.htm

Hampshire County Council

Shortcut to
Droid-ui-6.0


DROID v6.01
File Edit Run Filter Report Tools Help
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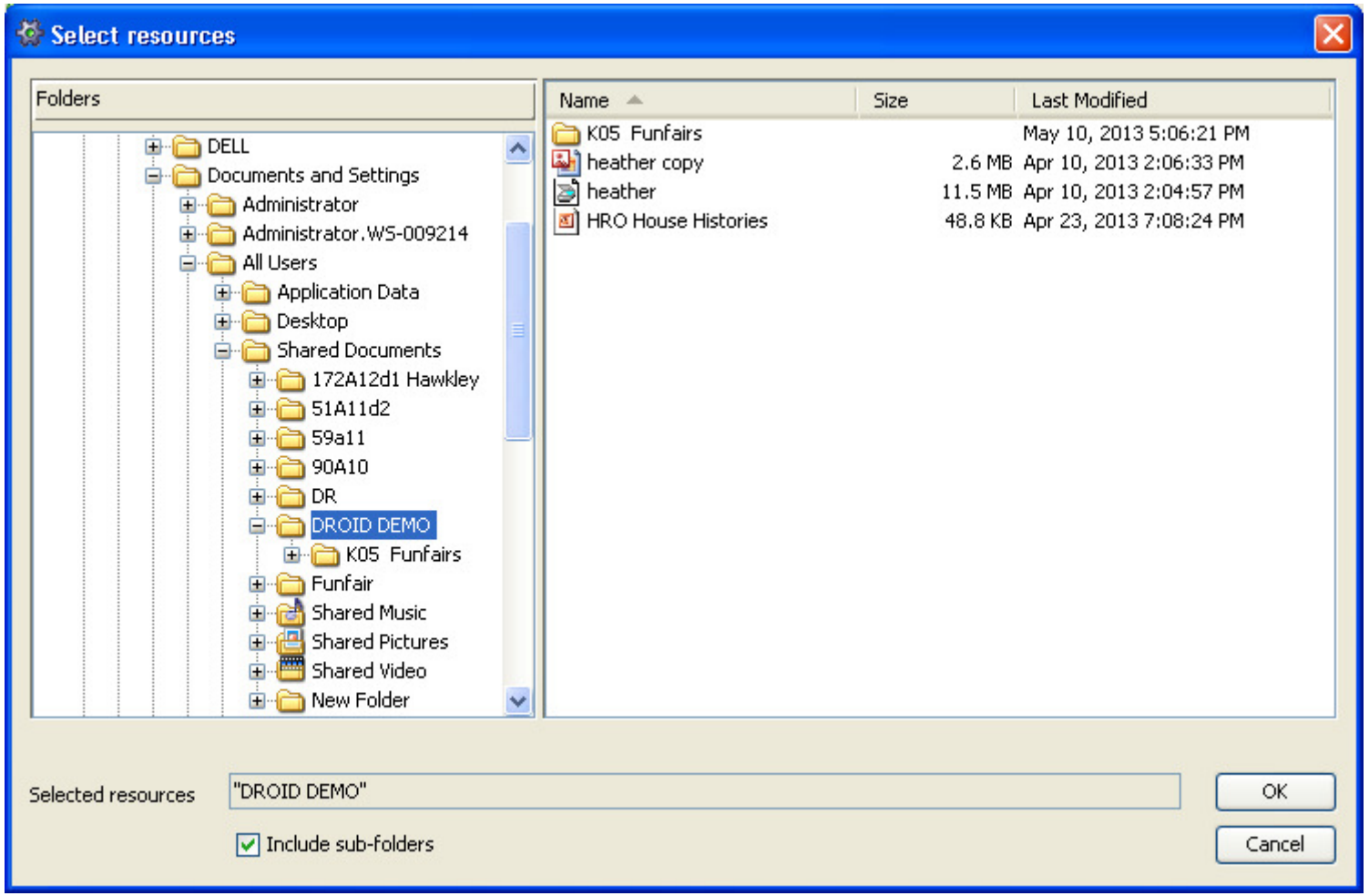
Add Remove
Start Pause
Filter On
Report
Untitled-1
Resour... Extension Size Last modi... Ids Format Version Mime type PUID Method
Throttle: 0 ms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Folders
DELL
Documents and Settings
Administrator
Administrator.WS-009214
All Users
Application Data
Desktop
Shared Documents
172A12d1 Hawkley
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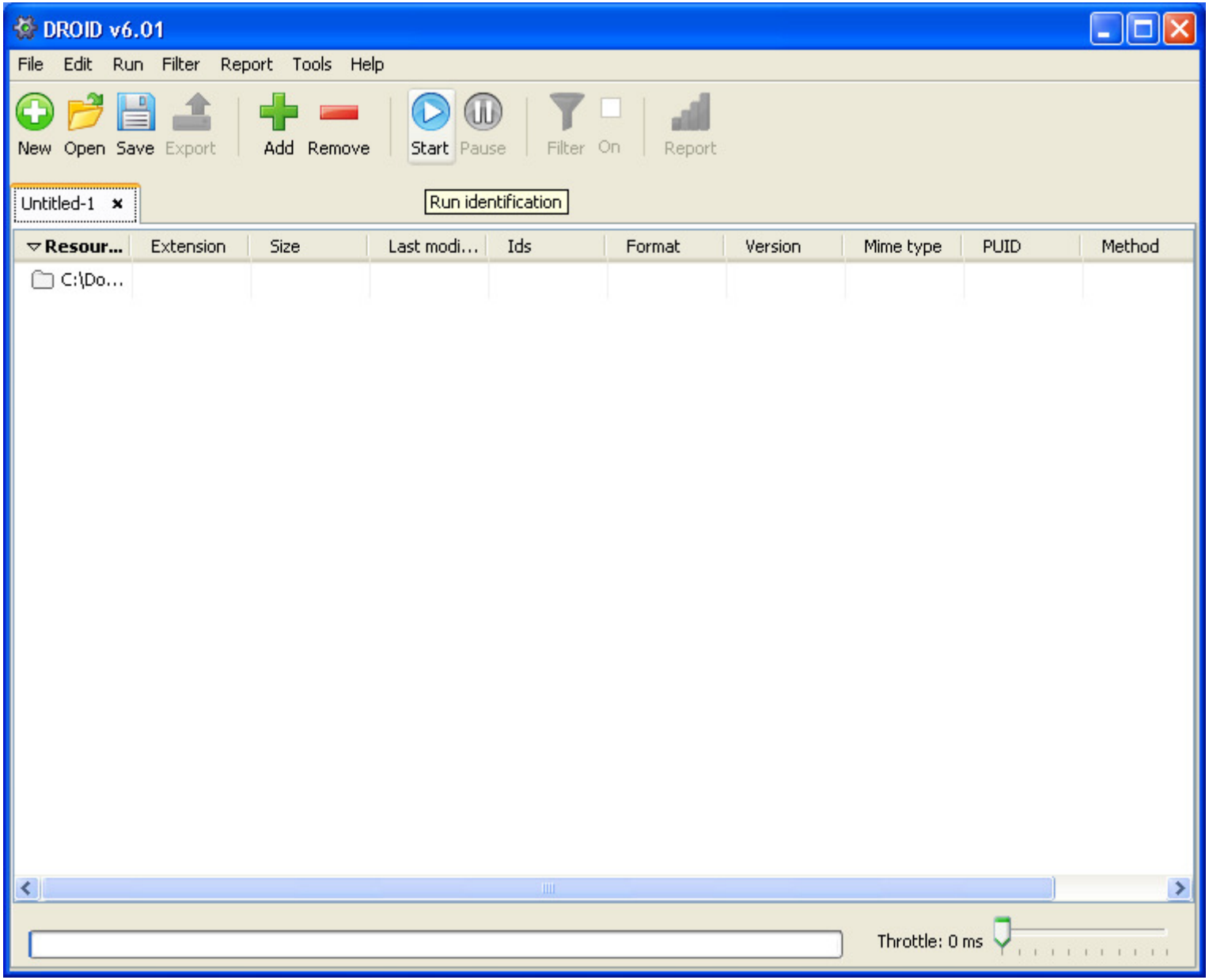
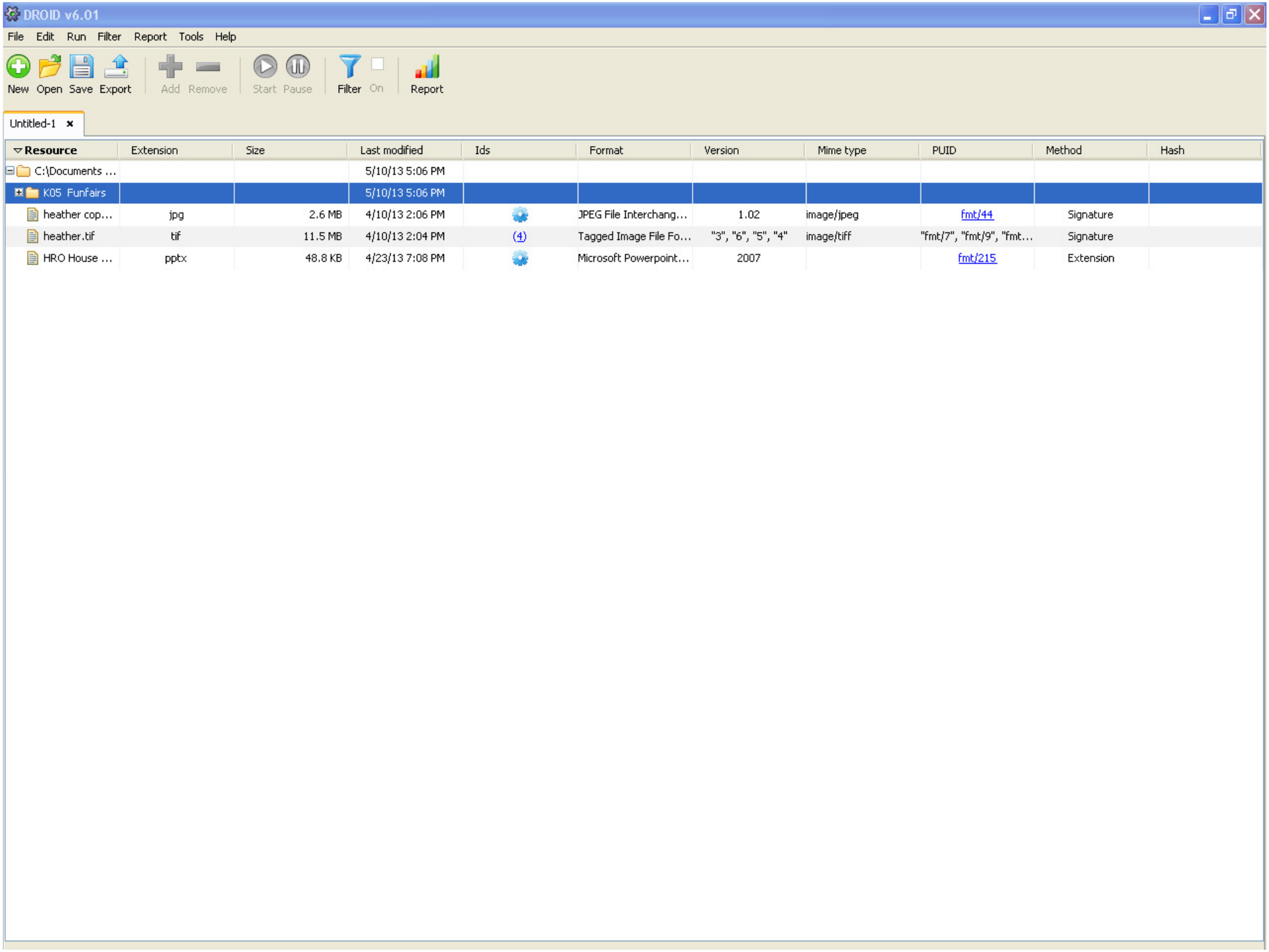
59a11
90A10
DR
DROID DEMO
K05 Funfairs
Funfair
Shared Music
Shared Pictures
Shared Video
New Folder
Name
Size
Last Modified
K05 Funfairs
May 10, 2013 5:06:21 PM
heather copy
2.6 MB
Apr 10, 2013 2:06:33 PM
heather
11.5 MB
Apr 10, 2013 2:04:57 PM
HRO House Histories
48.8 KB
Apr 23, 2013 7:08:24 PM
Selected resources
"DROID DEMO"
OK
Include sub-folders
Cancel


DROID v6.01
File Edit Run Filter Report Tools Help
New Open Save Export Add Remove Start Pause Filter On Report
Untitled-1
Run identification
Resour... Extension Size Last modi... Ids Format Version Mime type PUID Method
C:\Do...
Throttle: 0 ms


DROID v6.01
File Edit Run Filter Report Tools Help
New Open Save Export
Add Remove
Start Pause
Filter On
Report
Untitled-1
Resource | Extension | Size | Last modified | Ids | Format | Version | Mime type | PUID | Method | Hash
C:\Documents ... | 5/10/13 5:06 PM
K05 Funfairs | 5/10/13 5:06 PM
heather cop... | jpg | 2.6 MB | 4/10/13 2:06 PM | JPEG File Interchang... | 1.02 | image/jpeg | fmt/44 | Signature
heather.tif | tif | 11.5 MB | 4/10/13 2:04 PM | (4) | Tagged Image File Fo... | "3", "6", "5", "4" | image/tiff | "fmt/7", "fmt/9", "fmt... | Signature
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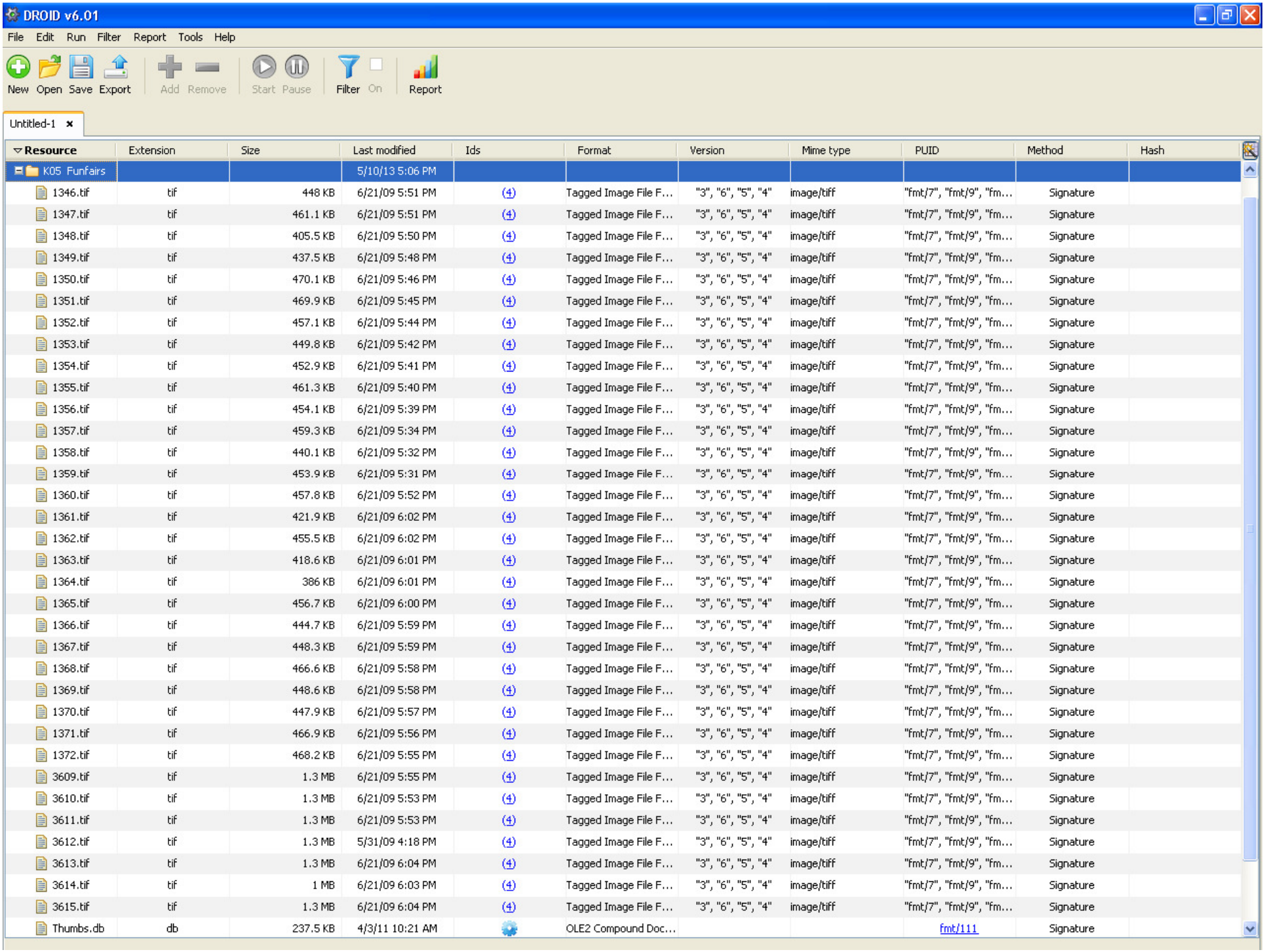
DROID v6.01
File Edit Run Filter Report Tools Help
New Open Save Export
Add Remove
Start Pause
Filter On
Report
Untitled-1
Resource Extension Size Last modified Ids Format Version Mime type PUID Method Hash
K05 Funfairs 5/10/13 5:06 PM
1346.tif tif 448 KB 6/21/09 5:51 PM (4) Tagged Image File F... "3", "6", "5", "4" image/tiff "fmt/7", "fmt/9", "fm... Signature
1347.tif tif 461.1 KB 6/21/09 5:51 PM (4) Tagged Image File F... "3", "6", "5", "4" image/tiff "fmt/7", "fmt/9", "fm... Signature
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1367.tif tif 448.3 KB 6/21/09 5:59 PM (4) Tagged Image File F... "3", "6", "5", "4" image/tiff "fmt/7", "fmt/9", "fm... Signature
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1371.tif tif 466.9 KB 6/21/09 5:56 PM (4) Tagged Image File F... "3", "6", "5", "4" image/tiff "fmt/7", "fmt/9", "fm... Signature
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3609.tif tif 1.3 MB 6/21/09 5:55 PM (4) Tagged Image File F... "3", "6", "5", "4" image/tiff "fmt/7", "fmt/9", "fm... Signature
3610.tif tif 1.3 MB 6/21/09 5:53 PM (4) Tagged Image File F... "3", "6", "5", "4" image/tiff "fmt/7", "fmt/9", "fm... Signature
3611.tif tif 1.3 MB 6/21/09 5:53 PM (4) Tagged Image File F... "3", "6", "5", "4" image/tiff "fmt/7", "fmt/9", "fm... Signature
3612.tif tif 1.3 MB 5/31/09 4:18 PM (4) Tagged Image File F... "3", "6", "5", "4" image/tiff "fmt/7", "fmt/9", "fm... Signature
3613.tif tif 1.3 MB 6/21/09 6:04 PM (4) Tagged Image File F... "3", "6", "5", "4" image/tiff "fmt/7", "fmt/9", "fm... Signature
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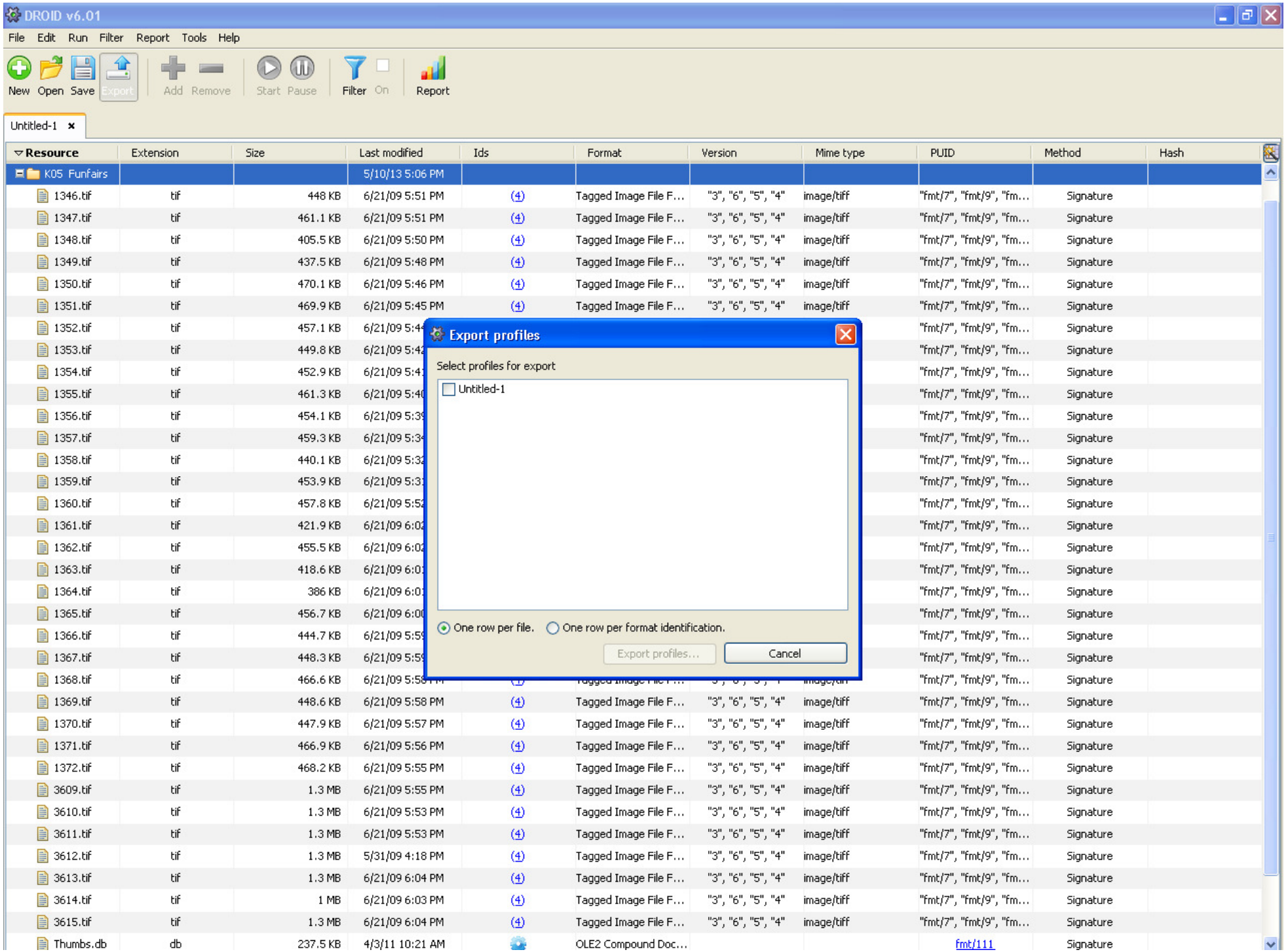

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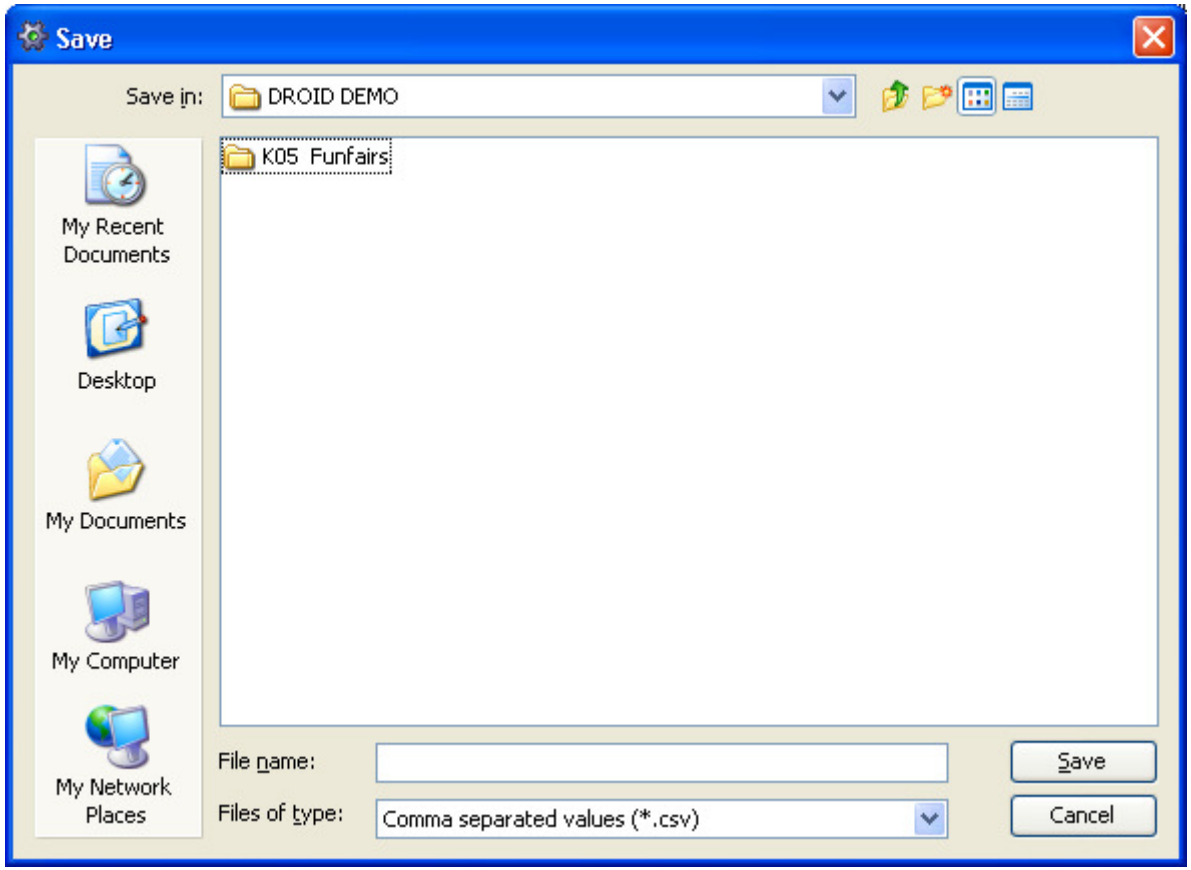
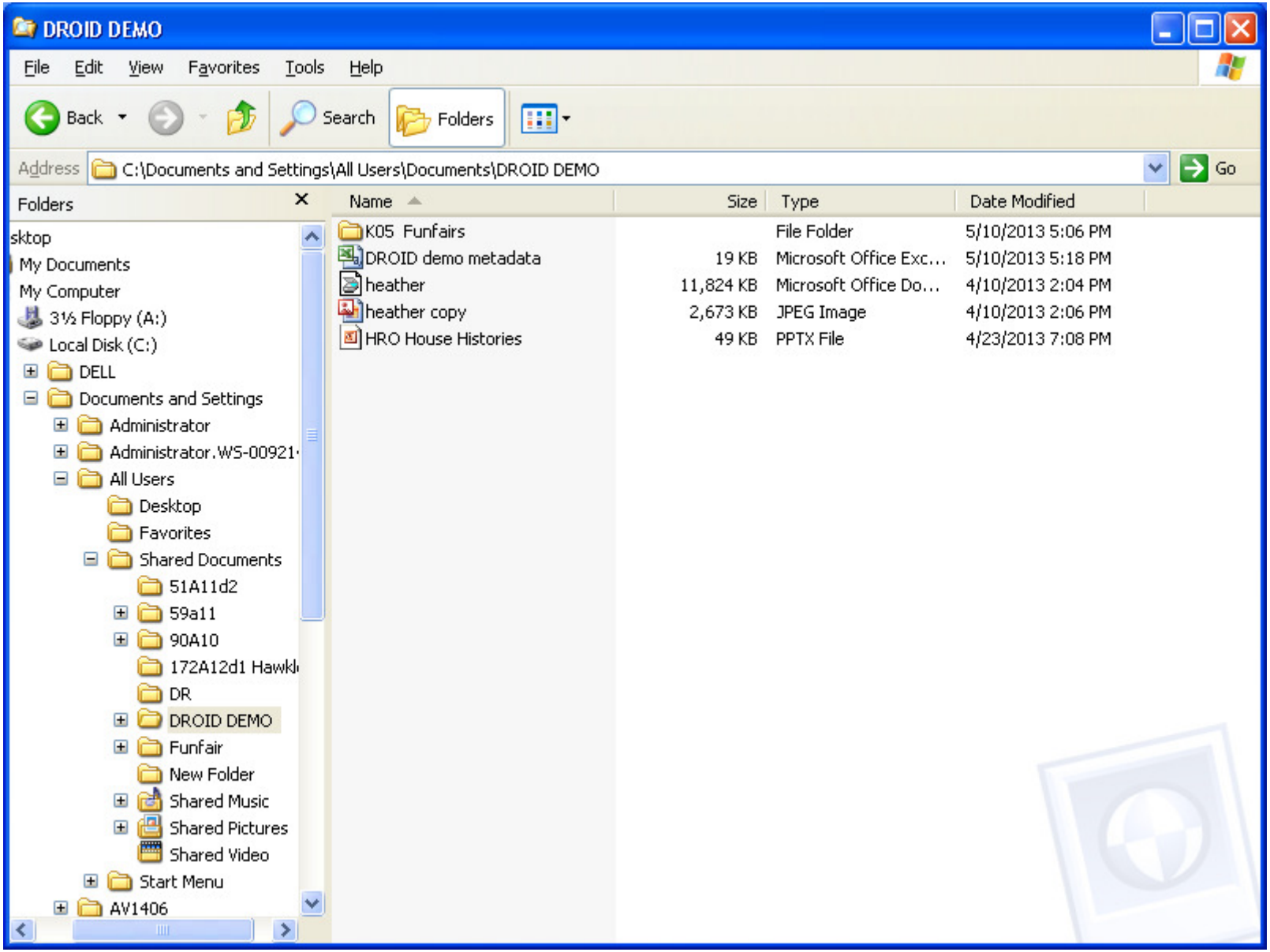

Save
Save in:
DROID DEMO
K05_Funfairs
My Recent Documents
Desktop
My Documents
My Computer
My Network Places
File name:
Files of type:
Comma separated values (*.csv)
Save
Cancel


DROID DEMO
File Edit View Favorites Tools Help
Back Search Folders
Address C:\Documents and Settings\All Users\Documents\DROID DEMO
Go
Folders
Name Size Type Date Modified
K05 Funfairs File Folder 5/10/2013 5:06 PM
DROID demo metadata 19 KB Microsoft Office Exc... 5/10/2013 5:18 PM
heather 11,824 KB Microsoft Office Do... 4/10/2013 2:04 PM
heather copy 2,673 KB JPEG Image 4/10/2013 2:06 PM
HRO House Histories 49 KB PPTX File 4/23/2013 7:08 PM
My Documents
My Computer
3½ Floppy (A:)
Local Disk (C:)
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Administrator
All Users
Desktop
Favorites
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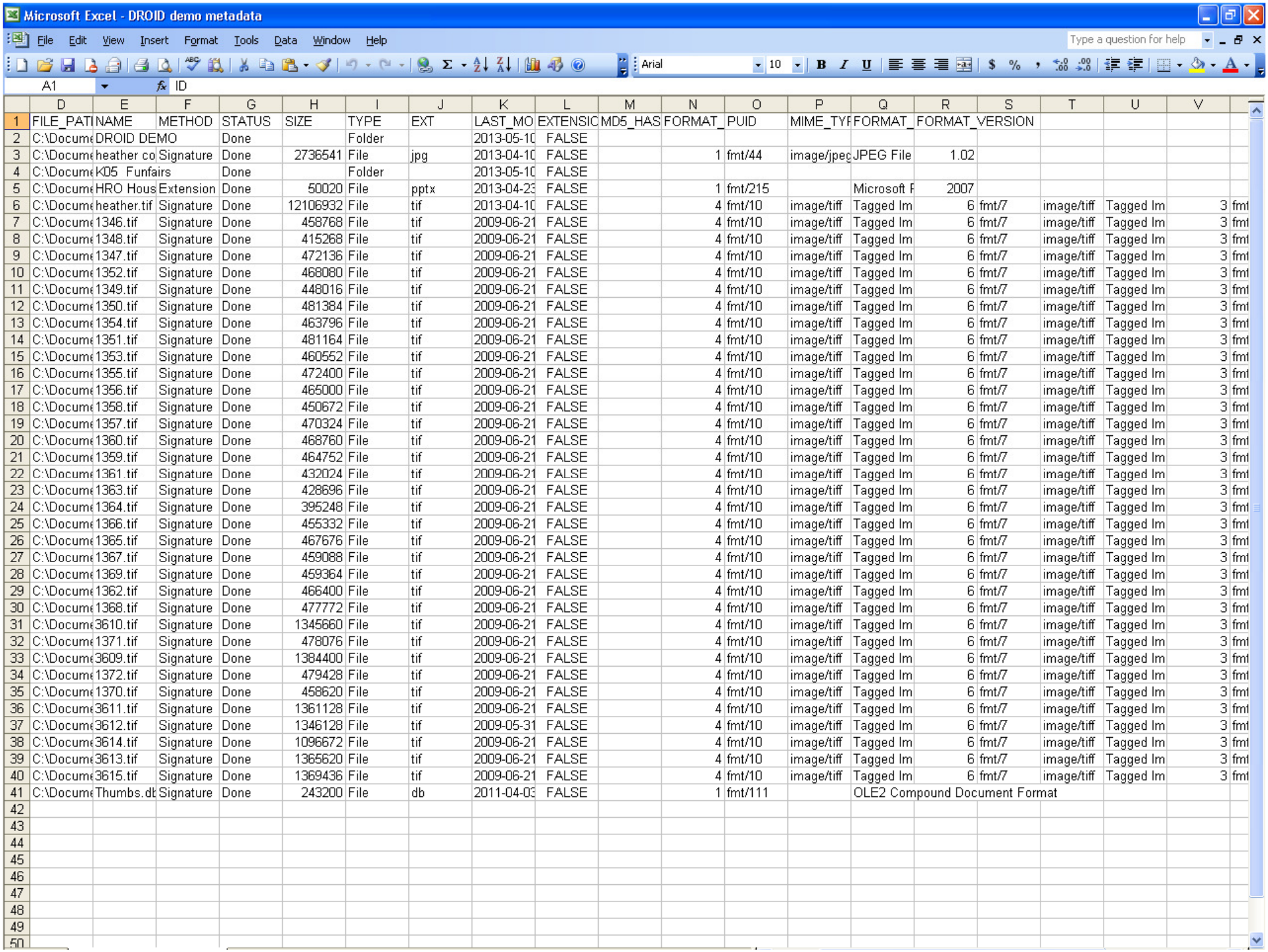
Shared Video
Start Menu
AV1406



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3	C:\Docume	heather co	Signature	Done	2736541	File	jpg	2013-04-10	FALSE		1	fmt/44	image/jpeg	JPEG File	1.02					
4	C:\Docume	K05 Funfairs		Done		Folder		2013-05-10	FALSE											
5	C:\Docume	HRO Hous	Extension	Done	50020	File	pptx	2013-04-23	FALSE		1	fmt/215		Microsoft F	2007					
6	C:\Docume	heather.tif	Signature	Done	12106932	File	tif	2013-04-10	FALSE		4	fmt/10	image/tiff	Tagged Im	6	fmt/7	image/tiff	Tagged Im	3	fmt
7	C:\Docume	1346.tif	Signature	Done	458768	File	tif	2009-06-21	FALSE		4	fmt/10	image/tiff	Tagged Im	6	fmt/7	image/tiff	Tagged Im	3	fmt
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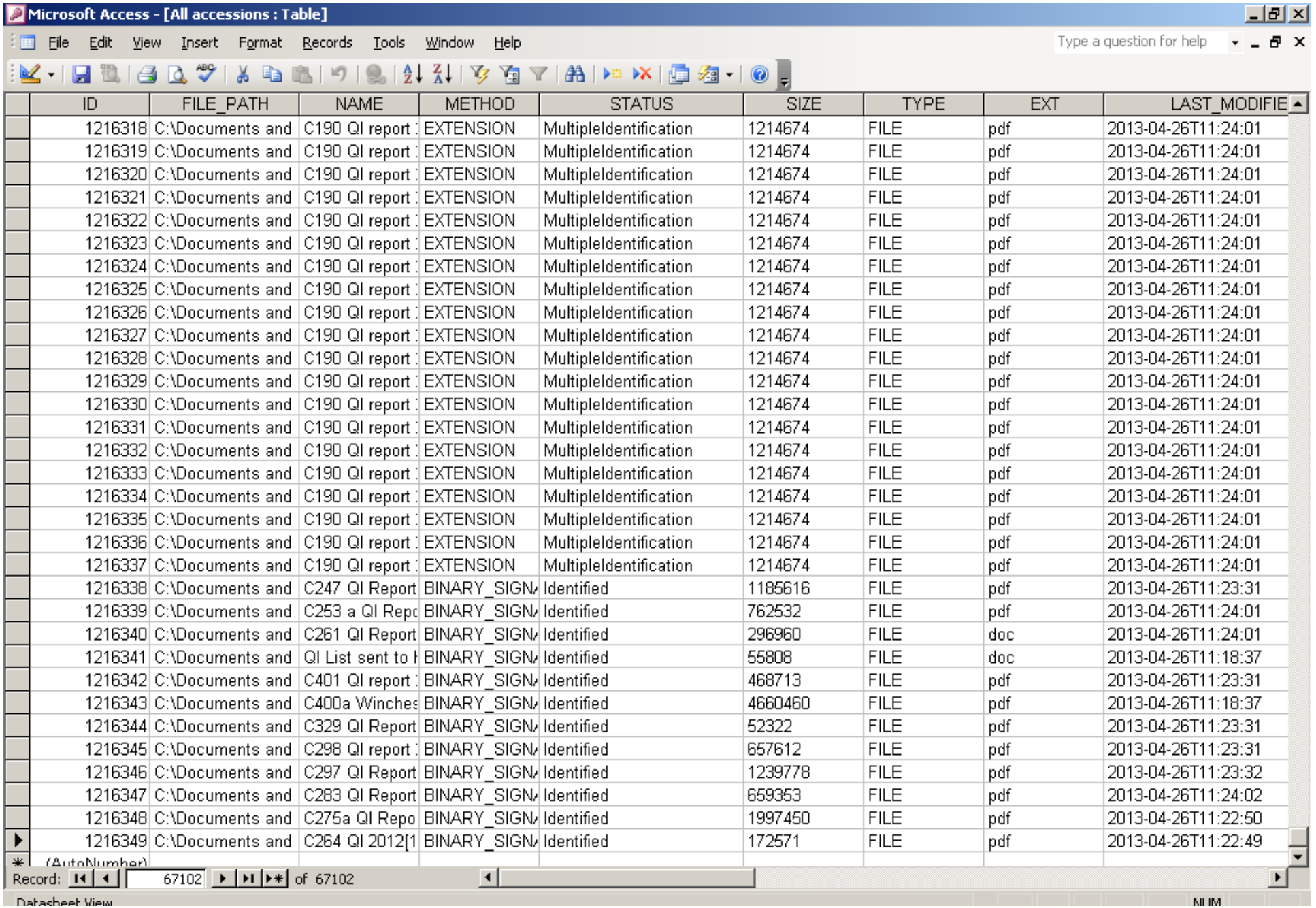
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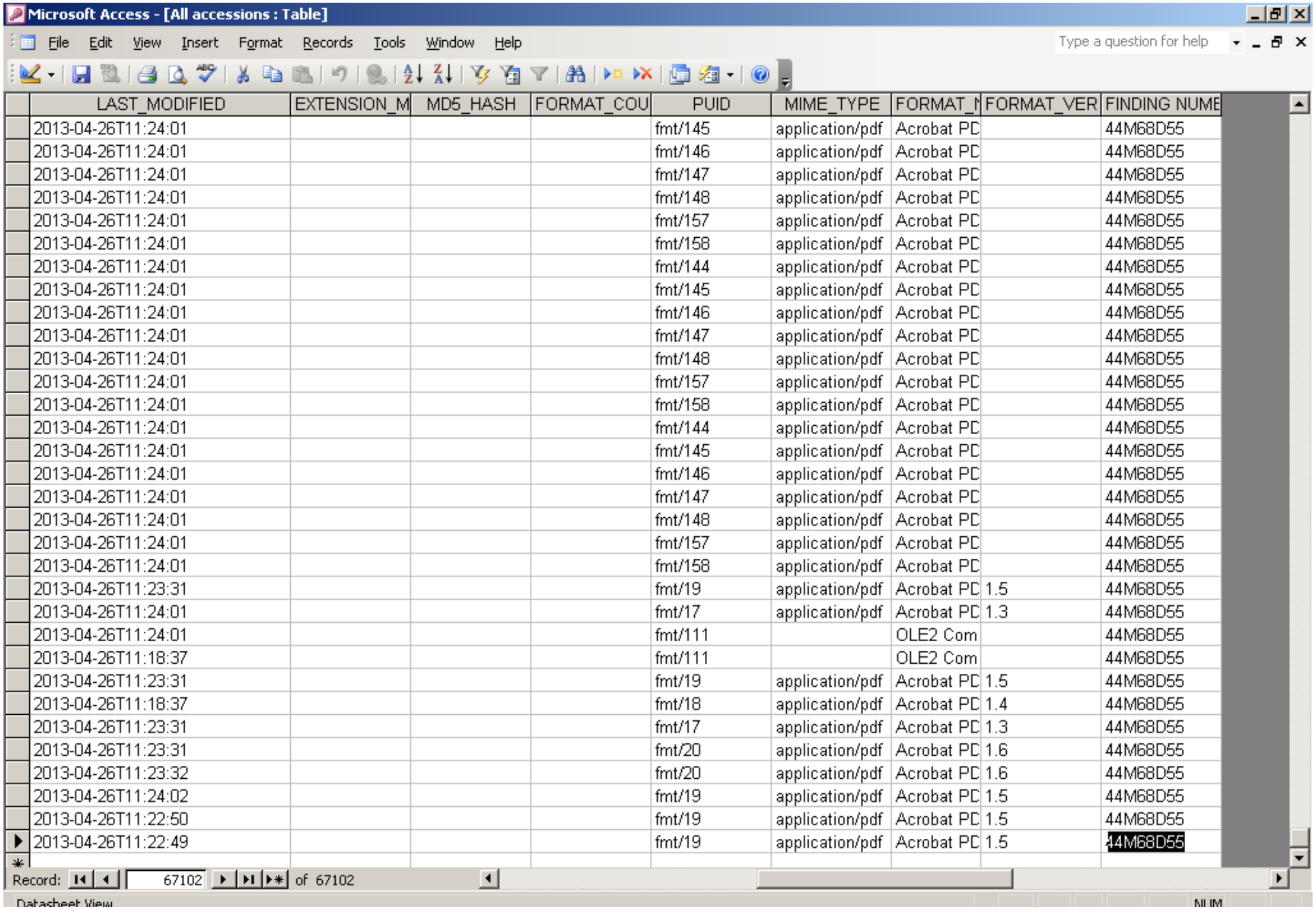
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Florence Robinson of New Milton

FindingNo	98A11/2
RefNo	**Show the rest of this collection**
Title	**CD containing the diary of Florence Robinson of New Milton (also including time spent in Boscombe, Bournemouth and in Sussex), in word-processed form under the title 'Soldiers, Saddles and Son: The Journal of a Camp Follower in the Great European War with a Postscript 1939-1945', edited (with some alterations and additions) by Roger Shakeshaft, 2004**
Date	(1914-1945)
Description	The diary mainly covers the period 1914-19 when her husband Harold Robinson was serving in the 1/9th Battalion Hampshire Regiment's Cycle Corps in the First World War, partly written retrospectively, and also including entries for 1939-44 about the Second World War Together with printed copy of note of editorial policy

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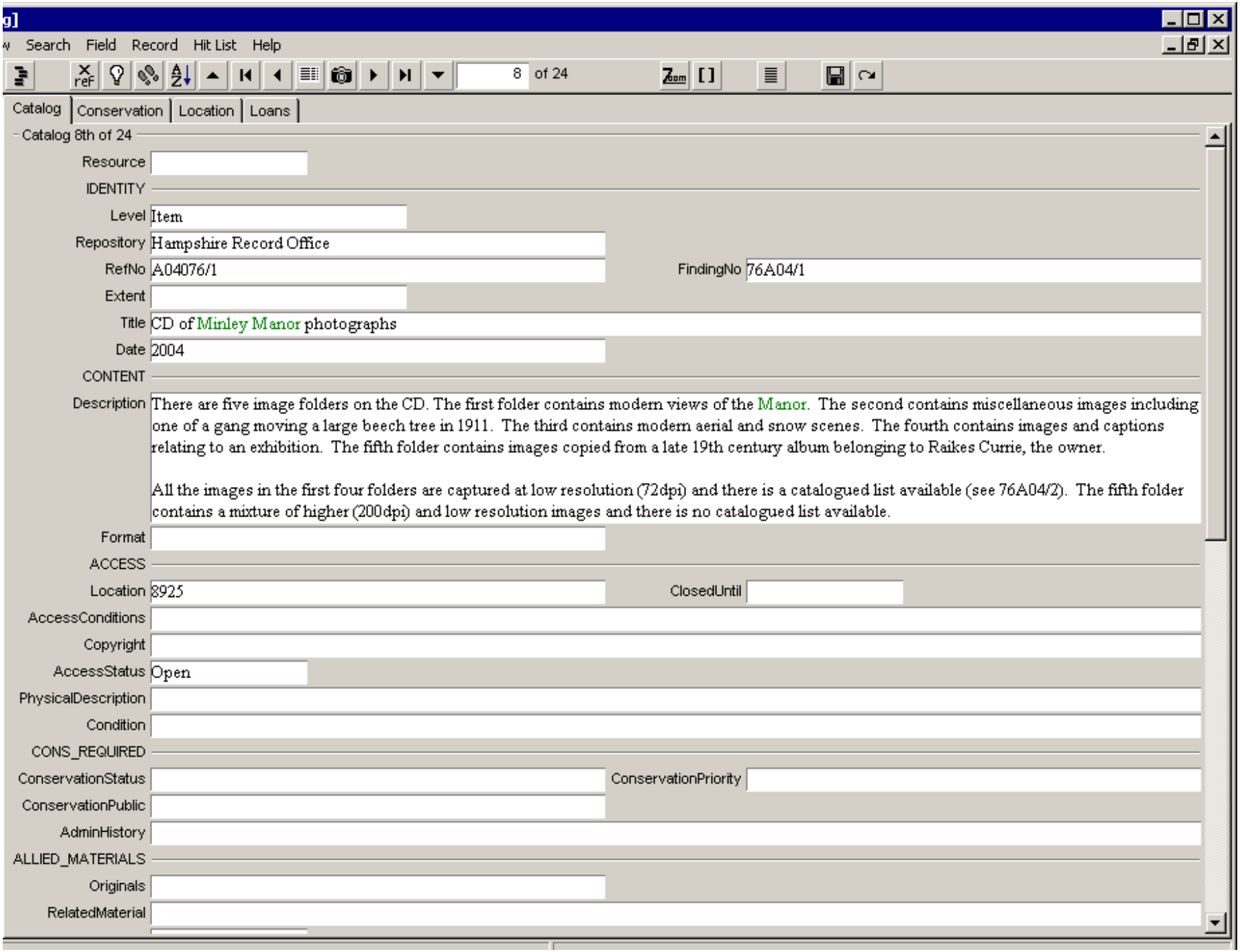
DepositDate	Date	Extent	Title
22/02/2011	nd [c1950s]	6 images	Digital images of photographs of workers from Eastleigh Railworks
30/04/2012	2012	1 image	Townhill estate map (digital copy)
9/01/2013	1989-2012	2.5 boxes	Winchester U3A
12/09/2012	2007	Digital only	Romsey parish
20/09/2012	2012	40 pdf files	Winchester Diocesan Board of Finance
24/09/2012	2010-2012	0.5 box + digital	Olympic Games and Paralympic Games 2012
20/11/2012	1964-2012	Electronic only	Derek Wren photographs of Basingstoke
17/12/2012	2003	15 files	Digital images of South Farm and Reston Kiln, Oakshott, Hawkley
7/02/2013	Mid 20th century-late 20th century	digital material relating to Balfour Museum collections, late 20th century	British Red Cross Hampshire Branch (Balfour Museum collection)
9/01/2013		Scanned at HRO from originals (one being a copy) brought in by XXX and returned on same day	Postcards
20/11/2012	03/12/2012	Set of digital copies of photographs of Basingstoke in 1964	Derek Wren photographs of Basingstoke
06/12/2012	07/12/2012	Notes and photo relating to St Peter's graveyard; plus floppy disk with jpg photo of the tithe barn	Yateley local history
13/12/2012	13/12/2012		The Royal Green Jackets Regimental Archive
6/03/2013	19/03/2013	Word-processed copy of notebook written by Thomas Lobb, head gardener at Penton Lodge from 1885 and also farm bailiff of the Penton Lodge estate from 1895 to 1926, with copies of photographs, and CD containing copy of text	Thomas Lobb of Penton Lodge, Penton Mewsey, gardener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Resource
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Repository Hampshire Record Office
RefNo A04076/1
FindingNo 76A04/1
Extent
Title CD of Minley Manor photographs
Date 2004
CONTENT
Description There are five image folders on the CD. The first folder contains modern views of the Manor. The second contains miscellaneous images including one of a gang moving a large beech tree in 1911. The third contains modern aerial and snow scenes. The fourth contains images and captions relating to an exhibition. The fifth folder contains images copied from a late 19th century album belonging to Raikes Currie, the owner.
All the images in the first four folders are captured at low resolution (72dpi) and there is a catalogued list available (see 76A04/2). The fifth folder contains a mixture of higher (200dpi) and low resolution images and there is no catalogued list available.
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Heather Needham

Hampshire Archives and Local Studies

heather.needham@hants.gov.uk

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