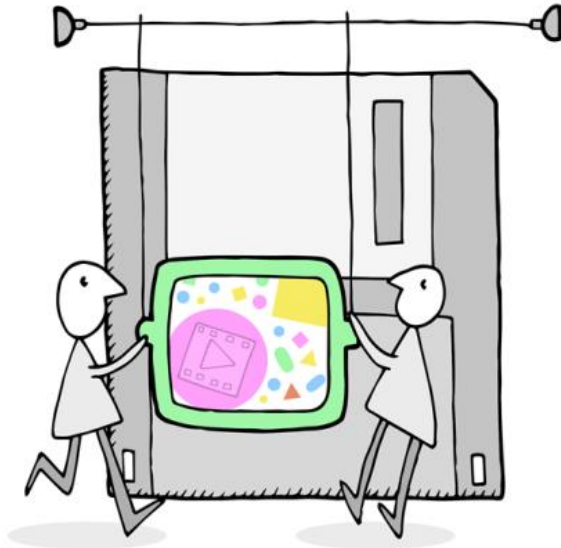




Digital**Preservation**Coalition

Making Progress in Digital Preservation

... from basic steps to business as usual

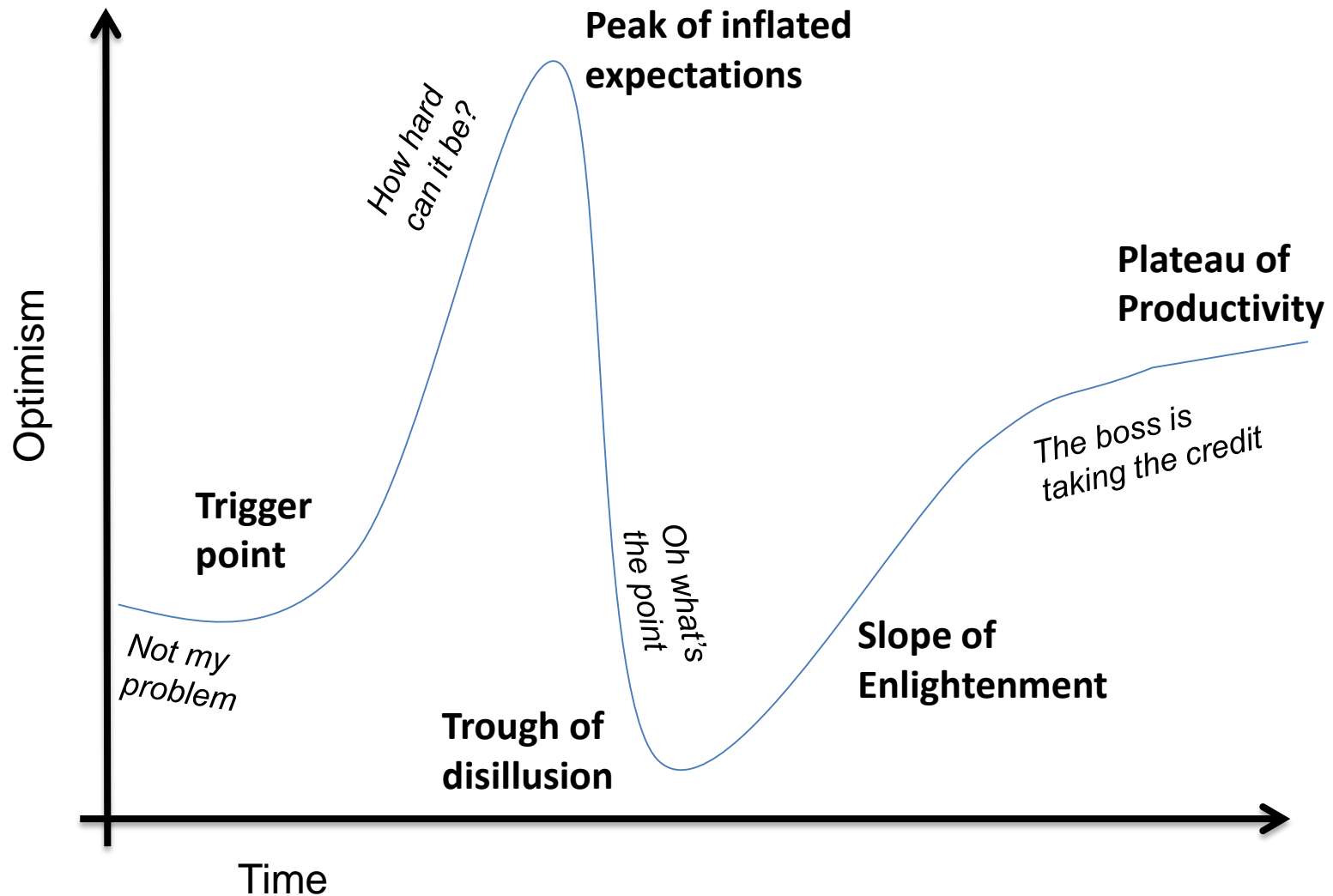


Introduction

Progress: 3 fronts

Recap: Getting Started → Making Progress

Part One: Introductions





What have you tried already?

What has worked?

What has not?

What has stopped you?

What has encouraged you?

What questions

... we'll try to make sure your questions are answered

Part two:

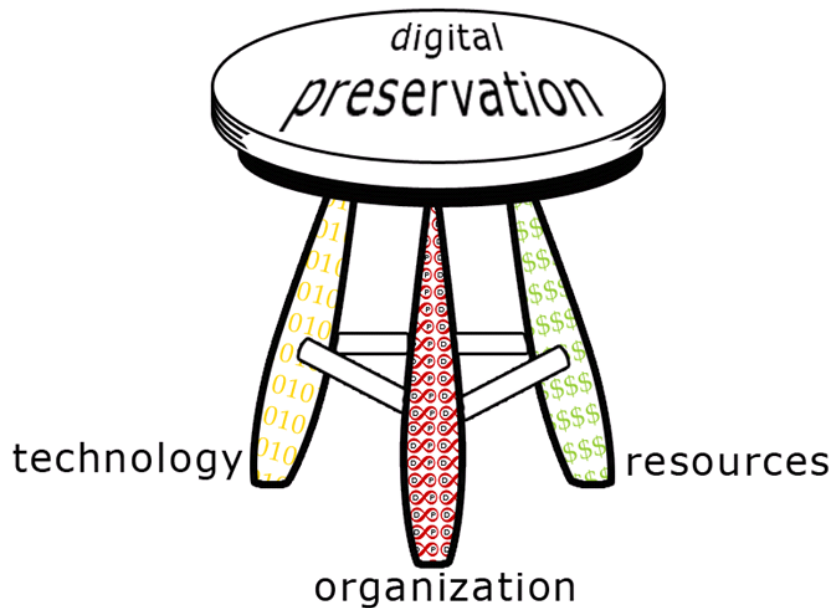
Making progress on three fronts



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Making Progress in Digital Preservation

... from basic steps to business as usual



Progress on three fronts

- Technology
- Organisation
- Resources

Making Progress in Digital Preservation

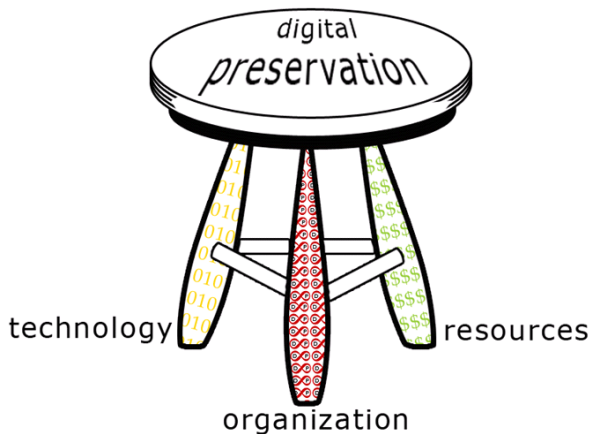
basic steps to business as usual

Progress on three fronts

Technology → Practical problem solving

Organisation → Embedding policy

Resources → Understanding requirements



Part three:

Getting started – A recap



Getting started in digital preservation: A recap

Know what you have



Prioritise the risks



Plan what to do about them



Test the plan



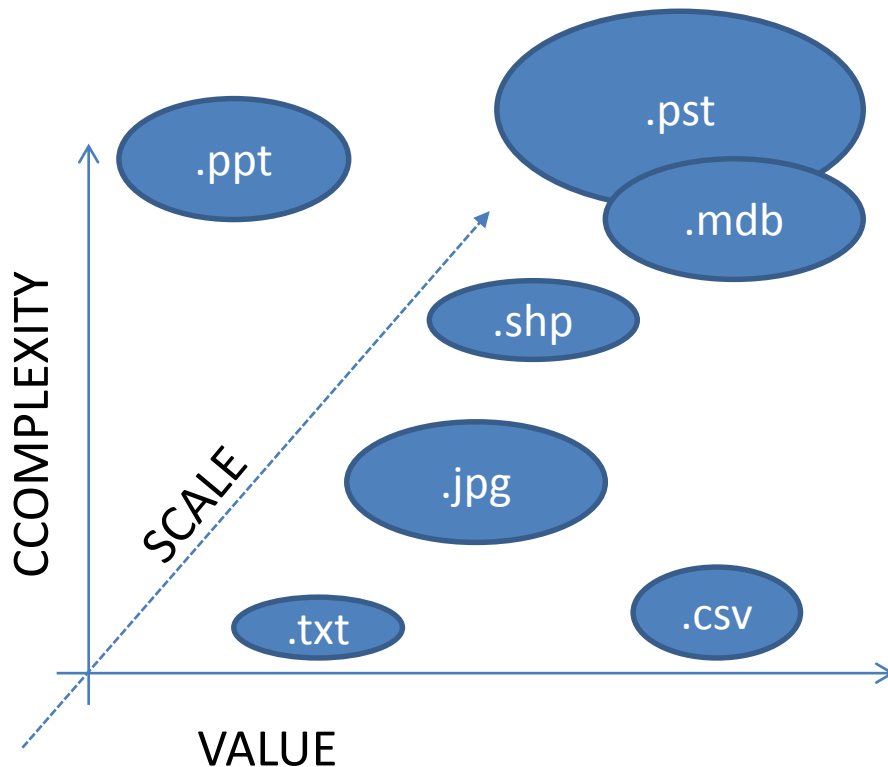
Implement the plan



Check the plan has worked



Knowing what you have: Making sense of your collections



Characterisation

- Technology not content
- Duplication
- Fixity

Some tools

Remember also:

- Time (inflation!)



Digital Preservation Coalition

Tools to help: Pronom + Droid et al

The screenshot shows the National Archives website with the PRONOM technical registry. The page title is "The technical registry PRONOM". The breadcrumb trail is "You are here: Home > Services for professionals > Preservation > PRONOM". The page content includes a "Welcome to PRONOM" message, a link to "PRONOM changes and DROID signature file release notes", and a search bar labeled "Search PRONOM". The main content area displays details for "Tagged Image File Format 3", including a summary table and a description.

Summary	
Name	Tagged Image File Format
Version	3
Other names	TIFF (3)
Identifiers	PUID: fmt/7 MIME: image/tiff Apple Uniform Type Identifier: public.tiff
Family	
Classification	Image (Raster)
Disclosure	Full
Description	The Tagged Image File Format (TIFF) is a raster image format originally developed by the Aldus Corporation, primarily for use in scanning and desk-top publishing. When Adobe Systems Incorporated purchased Aldus in 1994, they acquired the rights to the TIFF format and have maintained it since then. TIFF files comprise three sections: an Image File Header (IFH), an Image File Directory (IFD), and the image data. TIFF files can contain multiple images (multi-page TIFF), and each image has a separate IFD. The IFH always appears at the beginning of the file, and is immediately followed by a pointer to the first IFD. The IFD contains metadata which describes the associated image, stored as a series of tags. The IFD also contains a pointer to the actual image data. TIFF 3.0 supports colour depths from 1 bit to 24 bit (e.g. monochrome to true colour), and a range of compression types (RLE, and CCITT Group 3 and Group 4).

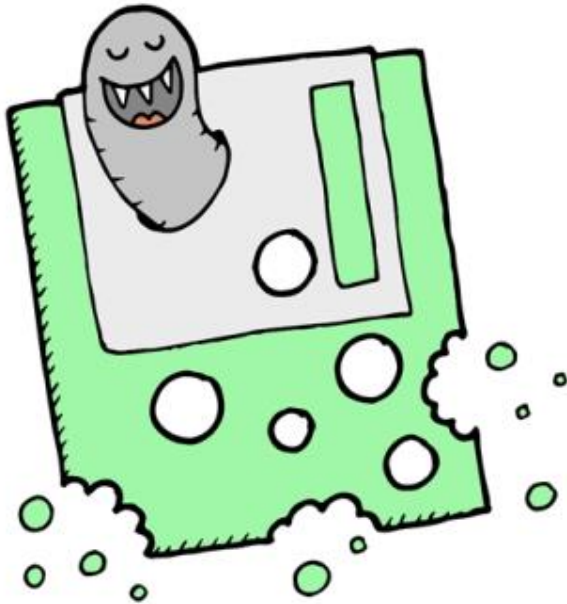
- Pronom: a register of file formats and their behaviours
- DROID: a tool that analyses the files on a system

<http://www.nationalarchives.gov.uk/PRONOM/Default.aspx>

www.dpconline.org



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What is your collection like?

What is it now?

What will it be?

Where is it stored?

What encourages you?

What worries you?

How is it growing?

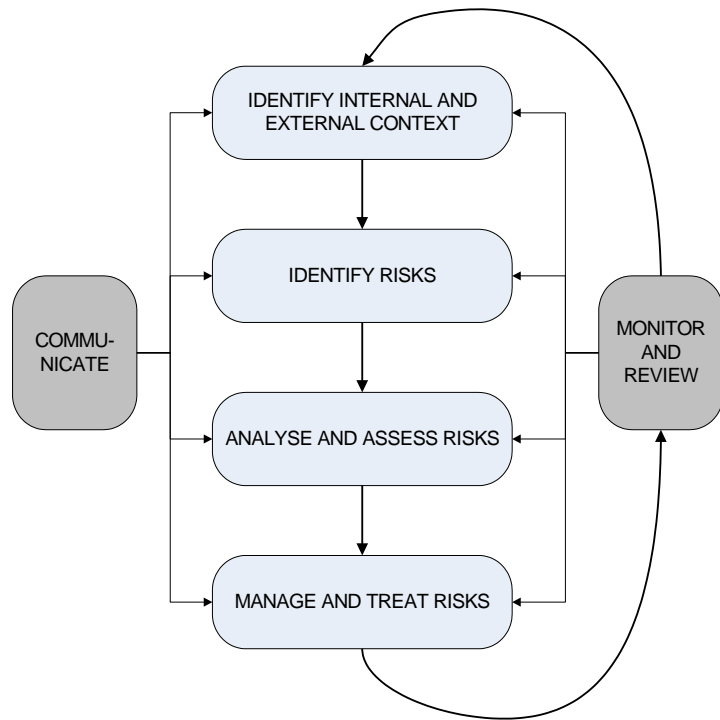
What will it be like in 5 years

know the risks:
prioritise your actions

Identifying Risks

Some examples of risks to digital media:

- File format obsolescence
- Media degradation (bit rot)
- Media obsolescence
- Hardware obsolescence
- Viruses
- Dissociation (loss of context)
- Network failures
- ...etc...



Evaluating Risks and Making Decisions

	Consequences		
Likelihood	Major	Moderate	Minor
Likely	Priorities		
Possible			
Unlikely			



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What are your priorities?

What really matters?

Are you prioritising everything??!

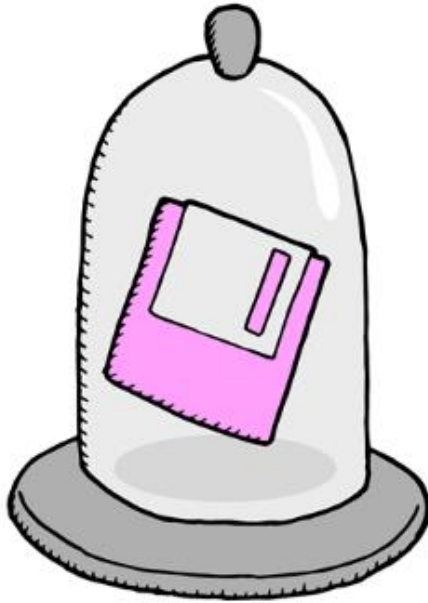
planning preservation

Preservation Planning in 12 Questions

1. Why do we want to keep this stuff?
2. For whom are we keeping it? How do we test their expectations?
3. What are our preferred preservation approaches?
4. What is the collection? How does it break down?
5. What risks do the different parts of the collection face?
6. What are the highest priorities for action?
7. What actions should we take to meet them?
8. What tools do we have available to carry them out?
9. What are our constraints in terms of cost / resources?
10. What are our expectations of quality?
11. How will we validate our plans?
12. How and when will we update our plans?



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Has anyone written a preservation plan?

What worked? What has not?

What has stopped you?

What has encouraged you?