

## Preservation Planning: from theory to practice

A simple preservation workflow  
Three complementary  
approaches to Preservation  
Planning

- OAIS
- DMP
- PLATO

Validating a preservation plan  
Some reflections ....  
... then do your own!



## Getting started in digital preservation in 6 simple steps

Know what you have



Prioritise the risks



Plan what to do about them



Test the plan



Implement the plan



Check the plan has worked



## Preservation planning in outline

... a **series of actions** to be taken ... due to **identified risks** for a given **set of digital objects** along with **responsibilities** and **conditions** for implementation

It takes into account:

- preservation policies,
- legal obligations,
- organisational and technical constraints,
- user requirements
- preservation goals

It describes:

- the preservation context,
- the evaluated preservation strategies
- the resulting decisions for and reasons for the decisions



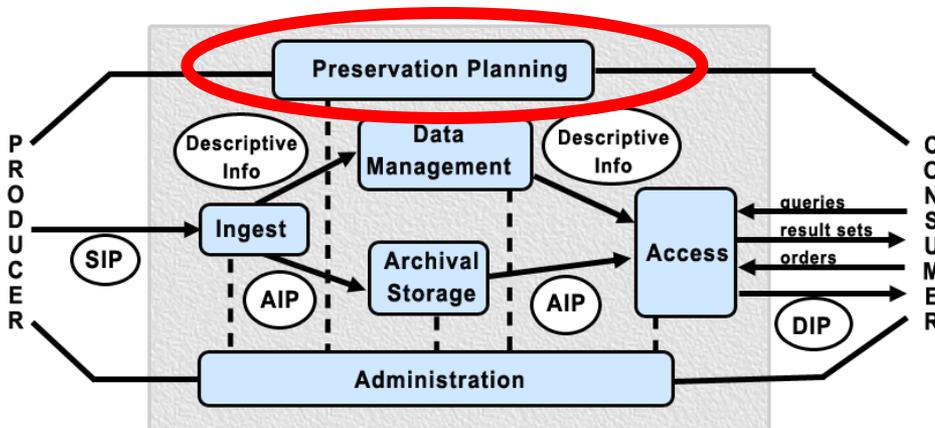
# Getting stated in preservation planning

Six Questions:

1. What is the collection?
2. Why does it need to be preserved?
3. What risks does it face?
4. What actions are viable?
5. Who is responsible?
6. When do we need to act?



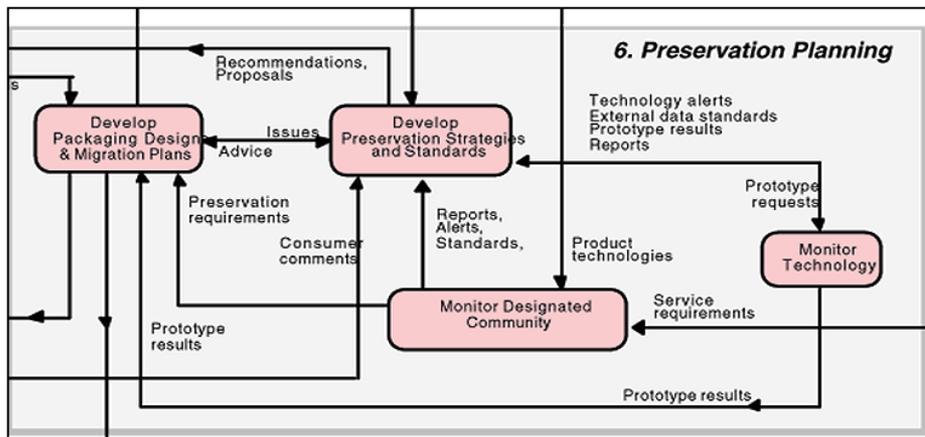
## Preservation Planning via OAIIS



Preservation Planning ... represents the OAIIS's safeguard against a constantly evolving user and technology environment.

It detects changes impacting the OAIIS's ability to meet its responsibilities, designs strategies for addressing these changes, and assists in the implementation of these strategies within the archival system.

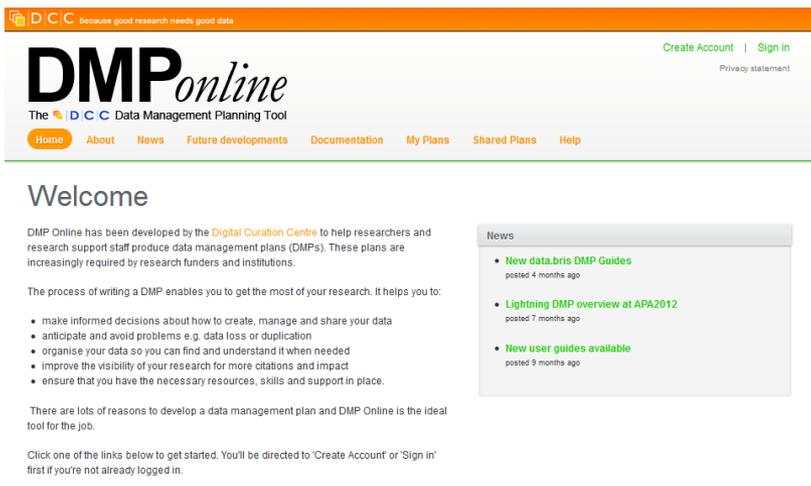
# Preservation Planning via OAIS



Four things in practice:

- Monitor Technology
- Monitor 'Designated Community'
- Develop Preservation Strategies and Standards
- Develop Packaging Design and Migration Plans

# Data Management Planning with DMPonline

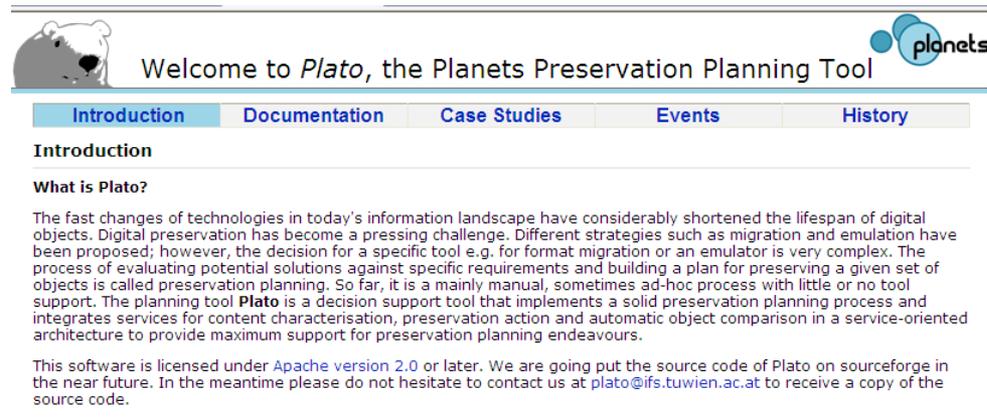


The screenshot shows the homepage of DMPonline. At the top, there is a navigation bar with the DCC logo and the tagline "because good research needs good data". Below this, the main header features the "DMPonline" logo and the text "The DCC Data Management Planning Tool". A navigation menu includes links for Home, About, News, Future developments, Documentation, My Plans, Shared Plans, and Help. The main content area is titled "Welcome" and contains introductory text about the tool's purpose, a list of benefits, and a "News" section with three items: "New data.bris DMP Guides", "Lightning DMP overview at APA2012", and "New user guides available".

- 6/7 UK Research Councils
- What kinds of data, how will it be created, shared, accessed ...
- What are the long term plans?
- Generic comprehensive online checklist
- Save and update plans
- Lifecycle – from planning to disposal
- Interacts with other tools (eg PLATO)
  
- Expect more of this ...

<https://dmponline.dcc.ac.uk/>

# Preservation Planning with PLATO



The screenshot shows the top navigation bar of the PLATO website. It includes a logo of a polar bear on the left and the 'planets' logo on the right. The main heading reads 'Welcome to *Plato*, the Planets Preservation Planning Tool'. Below this is a horizontal menu with five items: 'Introduction' (highlighted in blue), 'Documentation', 'Case Studies', 'Events', and 'History'. The 'Introduction' section is expanded, showing the heading 'Introduction' and 'What is Plato?'. The text under 'What is Plato?' describes the challenges of digital preservation and the role of the PLATO tool. At the bottom of the screenshot, there is a blue link 'Click here to enter Plato.' with a note '(ports 8080 and 8443 must be open)'.

Preservation planning methodology  
Preservation planning tool  
Library of preservation plans

4 stage process:

- Define requirements
- Evaluate actions
- Analyse results
- Build and execute plan

[Click here to enter Plato.](http://www.ifs.tuwien.ac.at/dp/plato/intro.html)  
(ports 8080 and 8443 must be open)

<http://www.ifs.tuwien.ac.at/dp/plato/intro.html>



## **Nine elements of a PLATO Preservation Plan**

1. Identification
2. Status and triggers
3. Description of the institutional setting
4. Description of the collection
5. Requirements for preservation
6. Evidence of decision for a preservation strategy
7. Cost constraints
8. Roles and responsibilities
9. Preservation action plan

## How to validate my plan ...

Experimentation

Test bed

Review published work

Engage user community

Send it for peer review

Match to institutional goals

Review, refresh and update!

## Reflections that you won't find in the literature

Plans need to be realistic

Plans need to be scalable

Automation is your friend

Plans need to be validated

Ready made area for collaboration

Plans can (must?) be shared

Plans must be followed

Plans must be updated

And you probably know a lot of this  
already



## 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?