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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!

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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

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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

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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?

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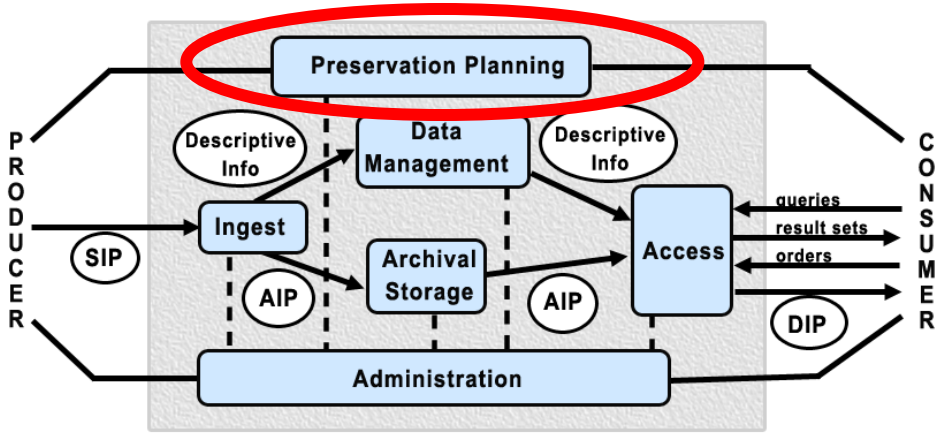
Preservation Planning via OAIS



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

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

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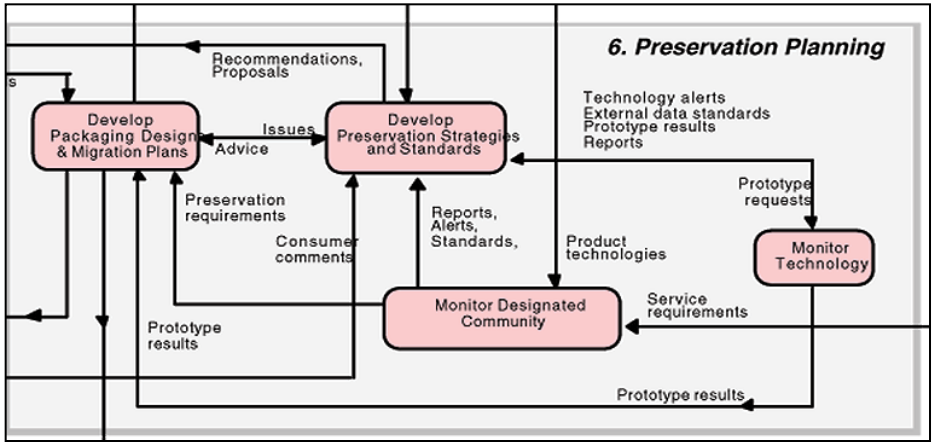
Preservation Planning via OAIS



Four things in practice:

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

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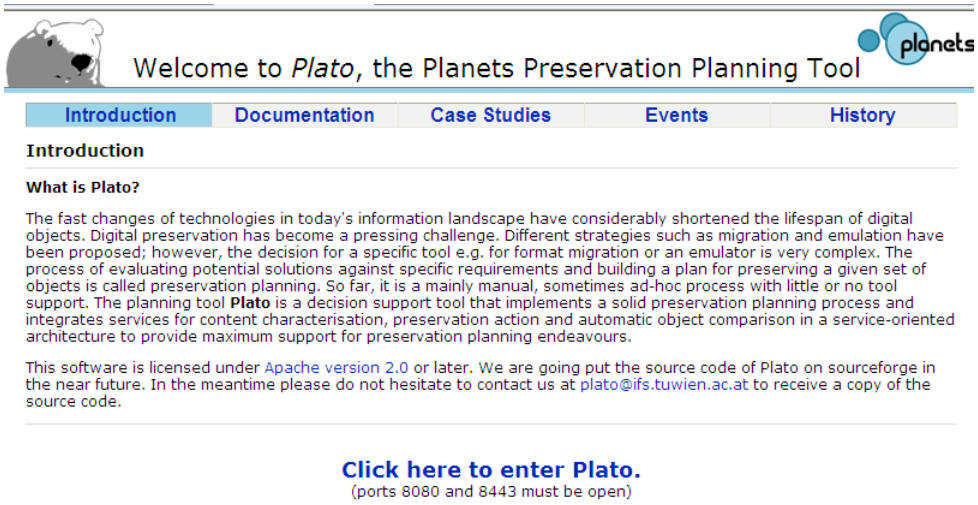
Data Management Planning with DMPonline

- 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



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

Preservation planning methodology

Preservation planning tool

Library of preservation plans

4 stage process:

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

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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

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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!

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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

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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?