This presentation will cover a number of activities you might consider undertaking after establishing the baseline digital preservation efforts we’ve described today.

A number of these activities are covered in our Making Progress workshops which we’ll be running later in 2016.

The presentation will also highlight some useful resources where you’ll be able to find more information on various digital preservation issues. Like all of the slides from today we’ll make these available on the DPC website after the event and you’ll find a wealth of information and links in the accompanying notes.
An important first step is to ensure you have support within your organisation for digital preservation work and there are a range of advocacy activities that can help establish this.

Developing a sound business case will help you to gain support at an management level, particularly when trying to secure additional funding. There are a number of useful tools and guides available on this subject including:

**Spruce – Sustainable Preservation Using Community Engagement** (JISC funded)

[http://wiki.opf-labs.org/display/SPR/Home](http://wiki.opf-labs.org/display/SPR/Home)
Business Case Toolkit: 

APARSEN - Example Business Cases

4C Project – Collaboration to Clarify the Costs of Curation (EU funded)
http://www.4cproject.eu/

Being able to clearly state the benefits of digital preservation
activities and the risks if no action is taken is also key in helping to convey the importance of digital preservation. Resources that can help with this include:

Keeping Research Data Safe - Benefits Framework which incorporates a list of generic benefits

http://www.beagrie.com/krds.php

And DRAMBORA which includes a similar list of risks
http://www.repositoryaudit.eu/
Successful advocacy also relies on identifying and engaging relevant stakeholders who can support your work through effort or funding, or by acting as advocates on your behalf.

You should also be careful to align preservation aims with your organisation’s wider goals by consulting corporate plans and strategy documents.
Evidence has proven that organisation’s with a robust and well-considered digital preservation policy are more successful at implementing digital preservation.

A good policy will:
• provide you with another
advocacy tool to add to your arsenal

• clearly state your aims and objectives, and can be aspirational when you start out
• Act as the main reference point for decision-making in relation to digital preservation

There are a wide variety of resources which will guide you in what to include within your digital preservation policy (links below). Also be careful to consider your own organisation and it’s approach to policy development: make sure your policy is aligned with other organisational policies, using an
established format and is ratified by relevant stakeholders.

APARSEN Recommendations for DP Policies
http://www.alliancepermanentaccess.org/wp-content/plugins/download-monitor/download.php?id=D35.1+Exemplar+good+governance+structure+and+data+policies

National Archives

Jisc Digital Preservation Policies Study

Library of Congress

SCAPE Catalogue of Policy Elements
http://wiki.opf-
labs.org/display/SP/Catalogue+of+Preservation+Policy+Elements
DPM Tools and Techniques
http://dpworkshop.org/workshops/management-tools
Storage and Systems

- Plan for development and ongoing management
- Requirements analysis and system procurement
- Clear policy and procedures
- Preservation Planning

Illustration by Jørgen Stamp digitalbevaring.dk CC BY 2.5 Denmark

Scape – Scalable Preservation Environments (EU funded)

http://www.scape-project.eu/
http://wiki.opf-labs.org/display/SP/Home
Keep Track of Your Data

- Ongoing programme of collection audits
- Manage access and fixity checks
- Procedures for updating Digital Asset Register

Illustration by Jørgen Stamp digitalbevaring.dk CC BY 2.5 Denmark
Collaboration

- Establish Digital Preservation working party
- Identify allies in relevant departments
- Engage Stakeholders
- Develop joint-projects

Illustration by Jørgen Stamp digitalbevaring.dk CC BY 2.5 Denmark
Important to identify the skills you already have in-house through a process such as a skills audit. Following this up with ongoing plans for staff development based on the gaps identified. A highly regarded resource in this area is the DigCurV Curriculum Framework (http://www.digcur-education.org/) which describes key competencies for staff working in digital preservation at various points in their career, identified in the framework as ‘Practitioner’, ‘Manager’ and ‘Executive’. The framework is an excellent basis for both a skill audit and ongoing development. It is also reassuring as specialist digital preservation knowledge forms only a small fraction of the skills identified as necessary for carrying out digital preservation!

We’ve also found that peer to peer learning and support is key to developing your digital preservation skills, and contacts made at events such as this can prove endlessly useful.

DPTP - http://dptp.org/
European Framework for Certification agreed by EU
1. Basic Certification
   Self-assessment using Data Seal of Approval
2. Extended Certification
   Self-audit based on ISO 16363 or DIN 31644
3. Formal Certification
   Full audit based on ISO 16363 or DIN 31644

Alternatives are also in development including coverage of digital issues within the ARA Accreditation scheme
Digital Preservation Coalition

- 60 Members
- Member Support
- Training
- Publications
- Research and Practice
- Advocacy
- Networking

http://www.dpconline.org
Some DPC Resources

- Tech Watch reports
- Events
- Webinars
- Digital Preservation Handbook
- Leadership Programme

Illustration by Jørgen Stamp digitalbevaring.dk CC BY 2.5 Denmark

Tech Watch Reports - (http://www.dpconline.org/publications/technology-watch-reports)

Events - (http://www.dpconline.org/events)

Briefing Days: Accreditation and Certification, 25th May, London File Formats, 23rd June,
Other Organisations

The National Archives
- Parsimonious Preservation

British Library
• http://www.bl.uk/aboutus/stratpolprog/collectioncare/discovermore/digitalpreservation/index.html

DCC
http://www.dcc.ac.uk

Jisc
http://www.jisc.ac.uk/whatwedo/topics/digitalpreservation.aspx

Open Preservation Foundation
http://openpreservation.org/

National Library of Wales
http://www.llgc.org.uk/index.php?id=3970

NCDD
http://www.ncdd.nl/en/

Library of Congress
http://www.digitalpreservation.gov/
A collaborative digital preservation community sharing solutions and experience. Particularly useful for:

Coptr – a digital preservation tools registry

Q&A section – allows users to pose questions/issues about digital preservation and the community will crowdsource answers. Interesting to browse the questions that have already been posed.

Also provides pointers to lots of other useful resources.

http://www.digipres.org/
Mailing Lists
• Variety of digital preservation mailing lists exist with the most prominent and useful being the JiscMAIL DIGITAL-PRESERVATION@jiscmail.ac.uk

Journals

Training Events
DPTP – http://www.dptp.org

Conferences

Blogs
http://digital-archiving.blogspot.co.uk/

Digital Archiving at the University of York
The Signal – Library of Congress digital preservation blog

The National Archives – entries tagged “digital preservation”

Weekly DP news and opinion from DPC’s own Paul Wheatley

Social Media
Twitter
@WilliamKilbride
@prwheatley
@SharonMcMeekin
@sdaythomson
#digitalpreservation

LinkedIn
Various digital preservation related groups
Getting Started in its previous format included relevant case studies drawn from among the DPC members. We wanted to include more subjects on the day so have moved those out of the workshops themselves but are planning to have a series of webinars over the summer months showcasing digital preservation in action case studies specifically for those who have attended a Getting Started workshop this year.

Also a quick reminder of the Making Progress workshops which will be coming in September and October of this year. Topics covered will include writing a digital preservation policy, building a business case, carrying out a skills audit and planning for staff development, and preservation planning. Currently our plans are to visit London, Dublin and Edinburgh with Making Progress this year.

We’re also about to embark on a major redevelopment of the DPC website which will include a shiny new Knowledge Base section which will pull together all of the great resources which are currently found across the current website. The Digital Preservation Handbook will be the core of this section.