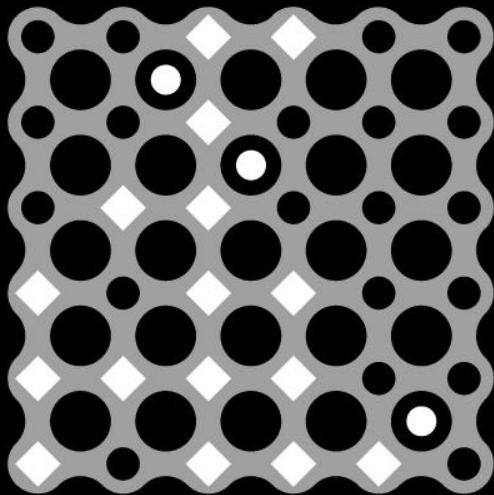


Using Email Archives in Research

Email Preservation: How Hard Can It Be? (2)
24 January 2018



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Born-digital archives at the Wellcome Library: appraisal and sensitivity review of two hard drives

Victoria Sloyan 

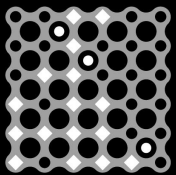
Wellcome Trust, London, UK

ABSTRACT

Digital preservation has been an ongoing issue for the archival profession for many years, with research primarily being focused on long-term preservation and user access. Attention is now turning to the important middle stage: processing born-digital archives, which encompasses several key tasks such as appraisal, arrangement, description and sensitivity review. The Wellcome Library is developing scalable workflows for born-digital archival processing that deal effectively both with hybrid and purely born-digital archives. These workflows are being devised and tested using two hard drives deposited within the archives of two genomic researchers, Ian Dunham and Michael Ashburner. This paper examines two specific and interconnected stages of archival processing: appraisal and sensitivity review. It sets out the Wellcome Library's approach to appraisal using a combination of several appraisal methods, namely functional, technical and 'bottom-up' appraisal. It also demonstrates how tools such as DROID can be used to streamline the process. The paper then goes on to explore the Wellcome Library's risk management-based approach to the sensitivity review of born-digital material, suggesting there is a viable balance to be struck between closing large record series as a precaution and sensitivity reviewing at a very granular level.

KEYWORDS

Born-digital; appraisal; sensitivity review; archives

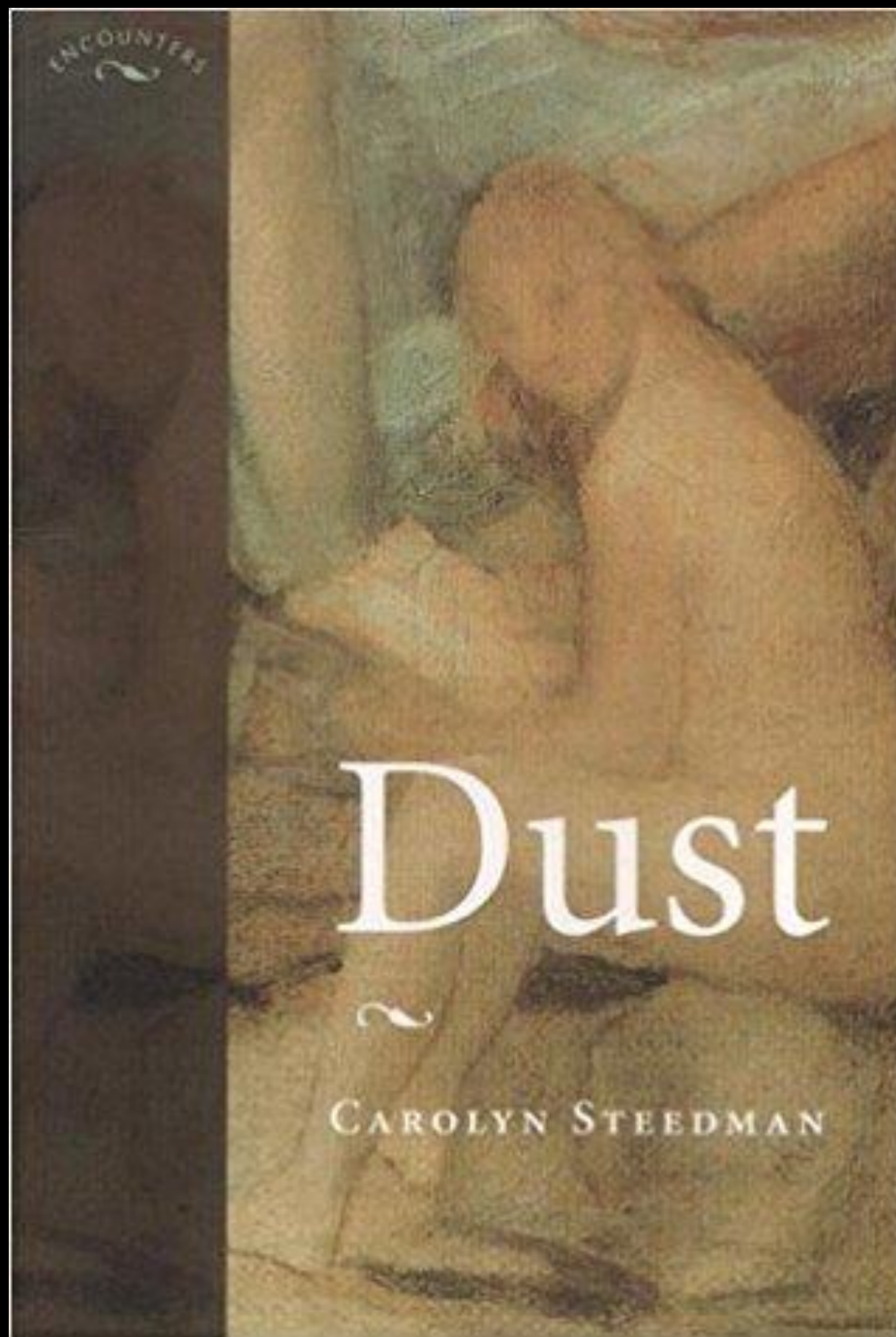


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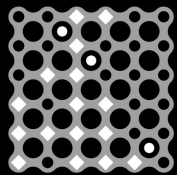


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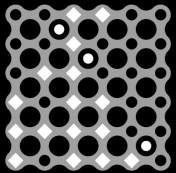
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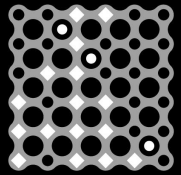
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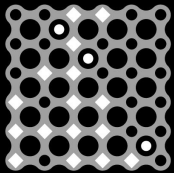
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Collections Information team, Wellcome Collection
Dr James Baker, University of Sussex

24 November 2017



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Case study A: the “original” environment

Exploring hard drive files in the Windows environment

- How would you expect and/or like to interact with this method?
- How do you find searching and browsing?
- How does it compare to case study B?



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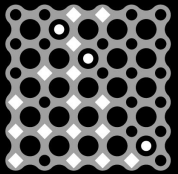
Case study B: the Viewer experience

Exploring a collection through Wellcome's Viewer, the interface for accessing digitised content

- How would you expect and/or like to interact with this method?
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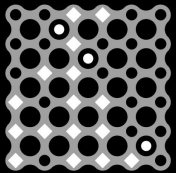
Case study C: levels of curation

Exploring three series of files, one which has been reformatted and renamed and two which are unaltered.

- Is there enough to work with?
- Is additional archival curation necessary (or desirable)?



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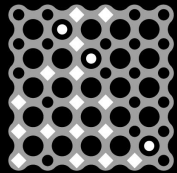
Case study D: the physical media

Exploring the original physical media alongside the digital files

- Does the physical media hold any value?
- How well are the paper record, physical media, digital files and online catalogue connected?



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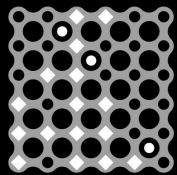
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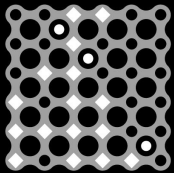


Born-digital access workshop

Levels of Description

Bog Standard Laptop as Access Point

Getting the researcher from desk to archive



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Levels of Description

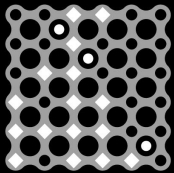
Filenames and directory structures are data

Lack of curation hard to deal with

Multiple categorisations desired

High level view of collection attributes desired

Give me access!



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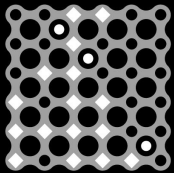
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Bog Standard Laptop as Access Point

Modern OS as useful research tool

Archival research doesn't need dust to feel right

Uncanny illusion of familiarity



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Getting the researcher from desk to archive

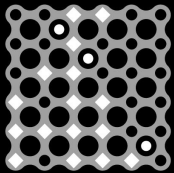
How would I know I wanted to use the archive?

How would I know what to request?

Item level descriptions too much if they aren't detailed

Remote search? Non-disclosive analysis offsite?

Expectation raised when archives aren't paper

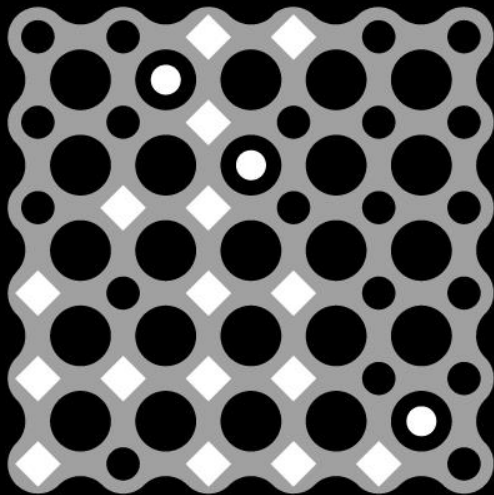


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