

# Making Progress with Digital Preservation



Digital**Preservation**Coalition

Making Progress is Difficult.....



.....how do we move from basic steps  
to business as usual?

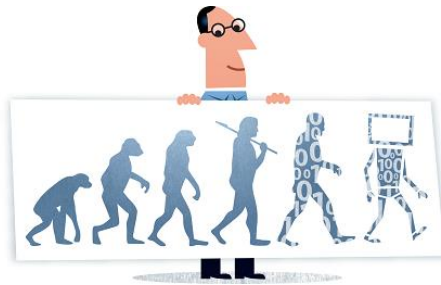


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## Getting Started Questions



- Where are we now?
- How do we secure the bits?
- How can we capture information on the files we have?
- What risks does our data face?
- How can we record what we have?



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# Maturity Modelling



Helps with:

- Identifying stress points/risks
- Setting objectives
- Prioritising developments
- Developing approach to advocacy

Options include:

- NDSA Levels of Digital Preservation
- Digital Preservation Capability Maturity Model

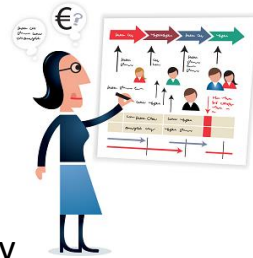


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## Bit-Level Preservation



Addresses risks such as:

- Media obsolescence
- Media failure
- Natural / human-made disaster

As a minimum:

- Keep more than one copy
- Refresh storage media
- Integrity check your data (also called “Fixity”)



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## Characterisation



- Understand your data so you can assess risks, plan, take action to preserve
- Characterisation:
  - How many files?
  - How big are the files?
  - What file formats?
  - Does it contain personal information?
  - Is it encrypted?
  - What risks are associated?
- Scale = automation = software tools



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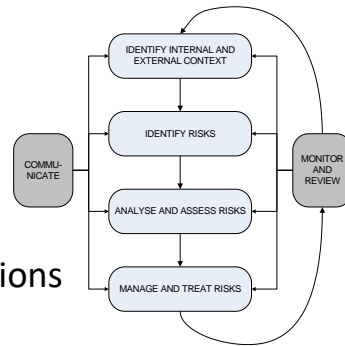
# Risk Management



Identifying risks is a key stage in successful digital preservation

Useful for:

- Policy development
- Building a business case
- Identifying requirements
- Making preservation decisions



## Digital Asset Registers



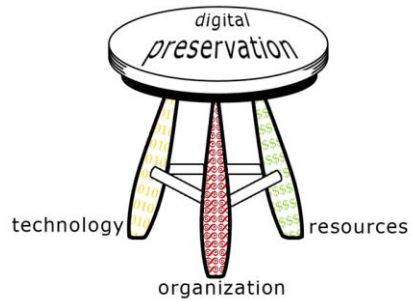
- gathers information about digital content in one place
- logs preservation risks
- coordinates digital preservation actions & promotes best practice
- supports negotiations with management
- retains valuable knowledge



## Making Progress on 3 Fronts



- Resources
- Organisation
- Technology



<http://dpworkshop.org/dpm-eng/conclusion.html>

## Resources



- What benefits will be accrued?
- How can we start to quantify costs?
- What should we put in our business case?



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## Organisation



- What should we put in our digital preservation policy?
- What skills do we need?



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## Technology



- What issues will affect our preservation decisions?
- What tools and methods can we consider using?



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