Can’t Wait for Perfect

Implementing “Good Enough” Digital Preservation

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Code4Lib Philadelphia | March 8th, 2016
National Digital Stewardship Residency

- Grant funded by
- 5 residents, 9-12 months
3 Principles of Digital Preservation

- Bit preservation
- Content management
- Ongoing accessibility

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Resources

Priorities

Collection Needs

Resources

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Don’t go it alone!
Inventory

- File formats
- File size & extent
- Description & location of physical media
- Description & location(s) of files

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<table>
<thead>
<tr>
<th>Category</th>
<th>Title &amp; Description</th>
<th>Date</th>
<th>Location</th>
<th>Extent</th>
<th>Format</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dates covered in content</td>
<td></td>
<td>Date of digitization creation of digital files</td>
<td>Location of physical media</td>
<td>Extent of physical record (if digitized)</td>
<td>Format of files</td>
</tr>
<tr>
<td>Date of acquisition</td>
<td></td>
<td></td>
<td>File location</td>
<td>Size and extent of file(s)</td>
<td></td>
</tr>
</tbody>
</table>
- Born digital
- Digitized \textit{where there is no analog}
- Digitized (add\text{'}l features \& annotations)
- Digitized \textit{where there is an analog}
- Objects preserved elsewhere
- Objects that don\text{'}t fall within your mission

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High priority items may require

- More copies of each file
- More storage in separate geographic locations
- More frequent fixity checks
- More robust monitoring for format obsolescence
Break it Down

- Divide & conquer
- Build expertise
- Start with ‘low-hanging fruit’

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Advocacy & Collaboration
Identify Collaborators
Small Change, Big Impact

- Communicate effectively
- Update your mission’s statement

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DIGITAL PRESERVATION IS EXPENSIVE
Doing the Work!
Tools & Costs

bit.ly/XXXxxx
Finding the Right Tools
NDSA Levels of Preservation

- Metadata
- File formats
- Fixity & data integrity
- Information security
- Storage and geographic location
NDSA Levels of Preservation {+}

← now with added tools & resources

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## Levels of Digital Preservation {+}

<table>
<thead>
<tr>
<th>Original Levels {File Format}</th>
<th>Added Tools &amp; Resources {File Format}</th>
</tr>
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<tbody>
<tr>
<td>Encourage use of a limited set of known open formats and codecs</td>
<td>PRONOM</td>
</tr>
<tr>
<td>Inventory of file formats in use</td>
<td>Sustainability of Digital Formats {LoC}</td>
</tr>
<tr>
<td>Monitor file format obsolescence issues</td>
<td>File Information Tool Set {FITS}</td>
</tr>
<tr>
<td>Perform format migrations, emulation and similar activities as needed</td>
<td>→ Digital Preservation Policy should outline acceptable digital formats</td>
</tr>
</tbody>
</table>

### Levels

1. **Level 1**: Encourage use of a limited set of known open formats and codecs
   - PRONOM
   - Sustainability of Digital Formats {LoC}

2. **Level 2**: Inventory of file formats in use
   - File Information Tool Set {FITS}

3. **Level 3**: Monitor file format obsolescence issues
   - Guidance for Digital File Formats {NARA}
   - PRONOM
   - Sustainability of Digital Formats {LoC}

4. **Level 4**: Perform format migrations, emulation and similar activities as needed
   - Migration Checklist {NDSA}

[bit.ly/1p1ZDGm](bit.ly/1p1ZDGm)
“Preservation without access is pointless”

-The Committee For Film Preservation and Public Access

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Please contribute!

NDSA Levels + Tools and Resources

Level of Access for Digital Preservation
Thanks

{Keep in touch!}

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