Planning the Future with Planets
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Identification of institutional setting and selection of sample records

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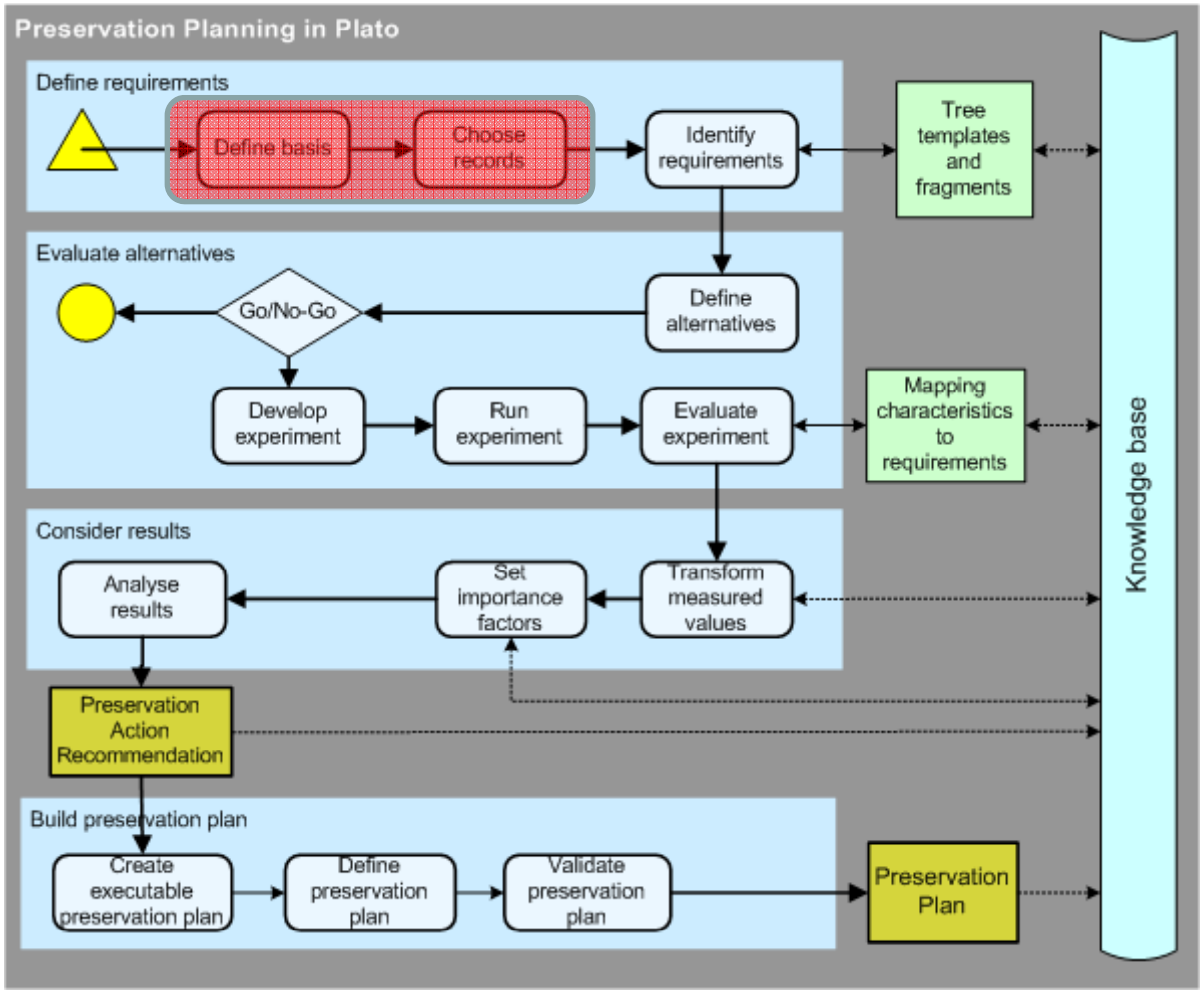
Agenda

- Orientation
- Scenario
- Define Basis
- Choose Sample Objects/Records
- Plato

Orientation



Scenario: Changes in user community

- Repository of electronic publications
- Policy: 90% of users can access all published reports
- Usage profile: 98% of users *can not* view dvi files
- Content profile: 5% of published reports in dvi format

- Mission: Build and execute a plan for preserving access to these documents for the designated user community

Scenario (2)

- Create a preservation plan with Plato
  - Define requirements
  - Identify possible actions using registries
    - Convert to PDF with Tool A
    - Convert to TIFF with Tool B
    - Provide users with a viewer plug-in
  - Evaluate actions on sample content
  - Build a preservation plan
  - Convert content (using data registry)
  - QA results (using comparison services)
  - Ingest results into repository (using adaptor)

Define Basis

- Basic preservation plan properties

- Describe the context
  - Institutional settings
  - Legal obligations
  - User groups, target community
  - Organisational constraints

- Triggers
  - New Format Alert
  - New Requirement Alert
  - Revision Alert

Define Basis - Organisational structure (1)

- Mandate, Mission Statement
  - Provide long-term access to digital objects
  - Internet Archive: *“The Internet Archive is working to prevent the Internet […] and other ‘born digital’ materials from disappearing into the past. Collaborating with institutions including the Library of Congress and the Smithsonian, we are working to preserve a record for generations to come.”*
    http://www.archive.org/about/about.php
  - Oxford Digital Library: *“Like traditional collection development long-term sustainability and permanent availability are major goals for the Oxford Digital Library.”*
    http://www.odl.ox.ac.uk/principles.htm

Define Basis - Organisational structure (2)

- Designated Community
  - Producer and user community
  - Define responsibility
  - E.g. Research Institute, Public
- Policies
  - Legal permission to preserve digital content over time
  - Copyright!
- Agreements
  - Ascertain responsibilities
- Contracts

Choose Sample Objects/Records (1)

- Describe the collection
  - What types of objects?
  - How many?
  - Which formats?

- Selection
  - Representative for the objects in the collection
  - Right choice of sample is essential
  - They should cover all essential features and characteristics of the collection in question
  - As few as possible, as many as needed
  - Often between 3 – 10

Choose Sample Objects/Records (2)

- Stratification – All essential groups of digital objects should be chosen according to their relevance

- Possible stratification strategies
  - File type
  - Size
  - Content (e.g. document with lots of images, including macros)
  - Time (objects from different periods of times)

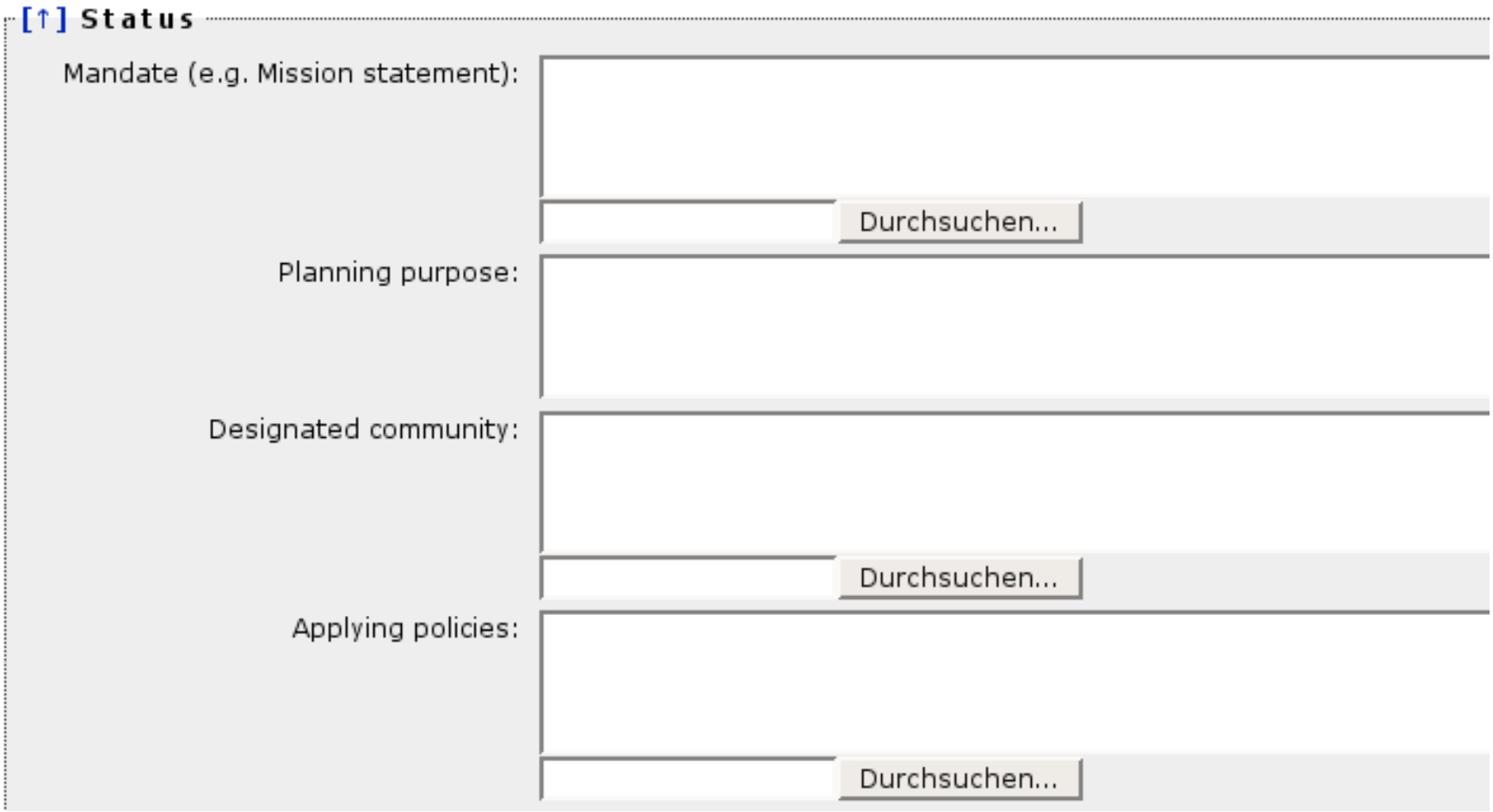
- File Format Identification
  - DROID
  - PRONOM

Define Basis in Plato (1)

[↑] Identification

Identification Code:	
Number of Objects:	all electronic theses submitted from 2008 on
Document types:	electronic publications in PDF format. Origin ranging from MS Word to Latex and other systems
Plan name:	ONB: electronic theses and dissertations
Plan description:	PLANETS PP4 case study on preserving Austrian electronic theses and dissertations
Responsible planners:	Christoph Becker, Stephan Strodl
Organisation:	Vienna University of Technology\Austrian National Library

Define Basis in Plato (2)



Define Basis in Plato (3)

Relevant organisational procedures and workflows:	
Contracts and agreements specifying preservation rights:	
Reference to agreements of maintenance and access:	

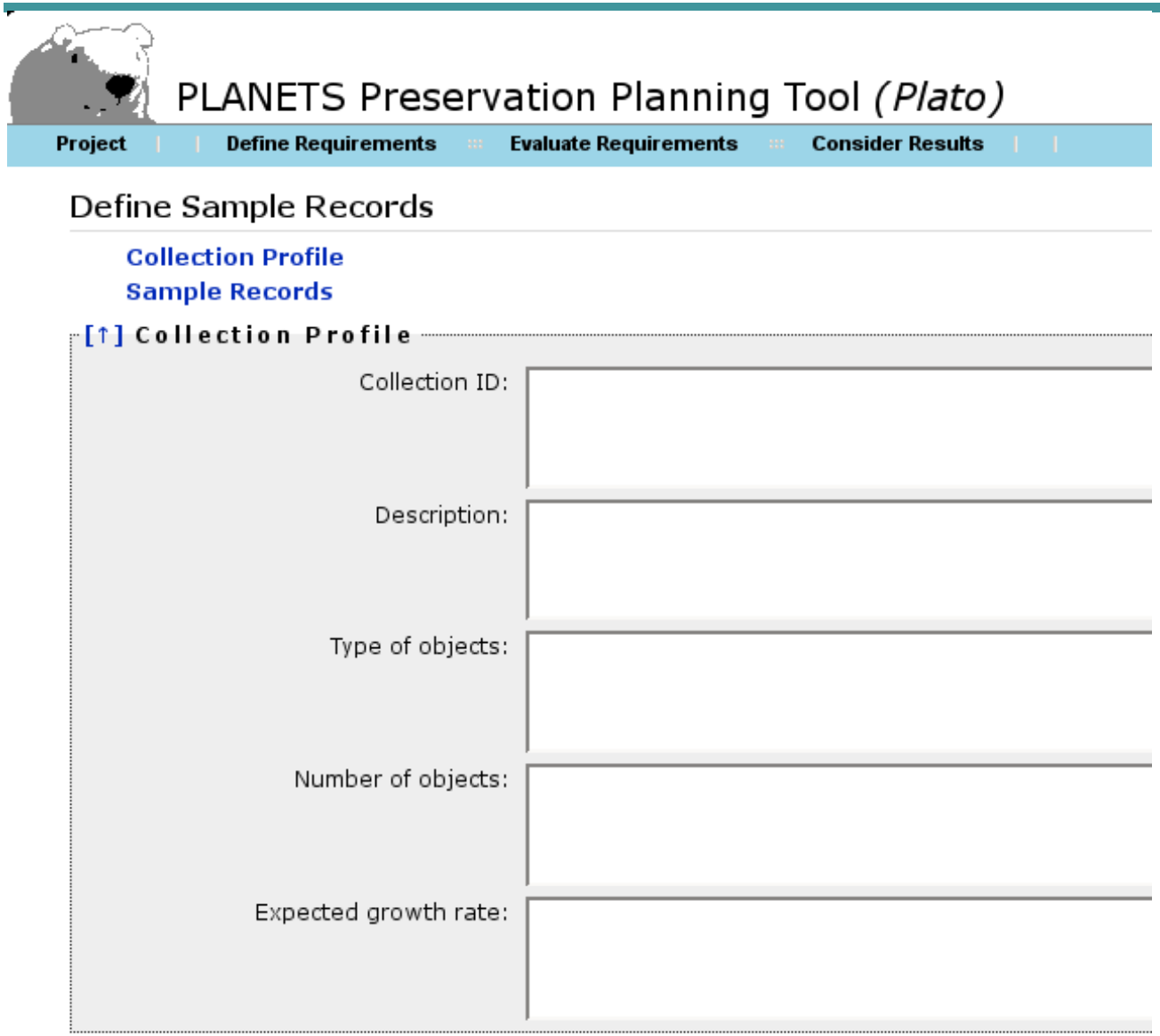
Define Basis in Plato (4)

[↑] Description

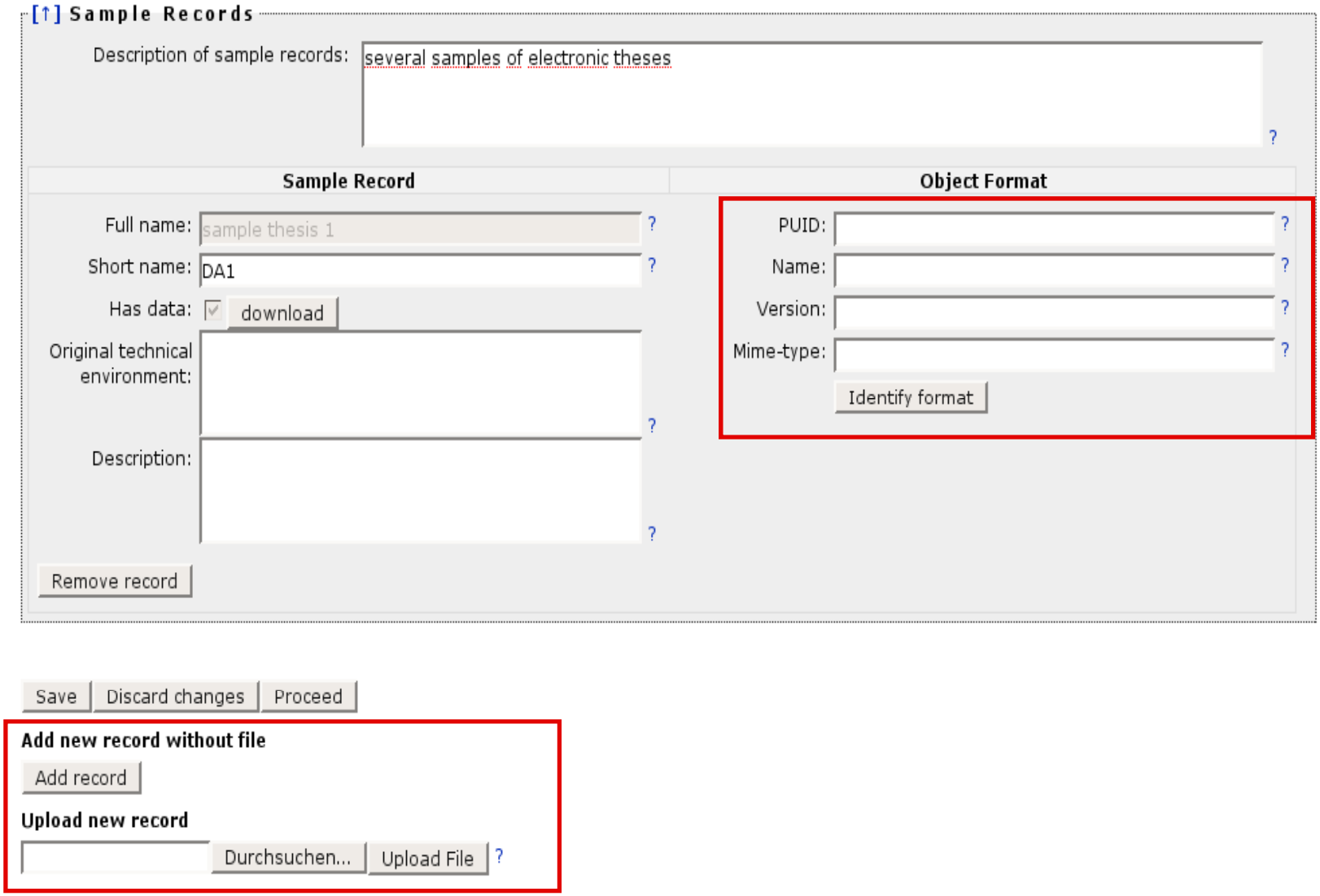
Relations: ?

Select	Trigger	Comment
☐	New Object	?
☐	Periodic Review	?
☐	Changed Environment	?
☐	Changed Requirement	?
☐	Other	?

Define Sample Objects in Plato (1)



Define Sample Objects in Plato (2)



Thank you very much for your attention

Next: Exercise

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