Annotated bibliography

1. Audiovisual Preservation Solutions, and Anderson, S. (2014). *Feet On The Ground: A practical approach to the cloud.* Retrieved from http://www.avpreserve.com/wp-content/uploads/2014/02/AssessingCloudStorage.pdf

This resource was written by a consultant. It provides solid information and questions that can be used in tender processes by government agencies and commercial businesses. However, the information could be scaled for smaller projects, some modifications are required. It is written in terms that average users can understand and outlines key considerations for assessing cloud storage solutions. It's an unbiased article that gives the advice that a cloud solution is a small part of an overall preservation strategy. Of critical importance to the initial scoping tender document are the questions around end of service provisions and security of company.

2. Brown, Adrian (2003). Selecting file formats for long term preservation. *Digital Preservation Guidance Note 1*, *The National Archives UK.* Retrieved from http://www.nationalarchives.gov.uk/documents/selecting-file-formats.pdf

This is a set of guidance notes from the National Archives UK about the choice of file formats to preserve data in a digital archive. The guidance notes outline the practicalities of limiting the choice of files for the maintenance and integrity of the archive. Key criteria are listed and can be used to form a subsection of a digital preservation strategy. There are also examples around some of the criteria which could be useful for person with limited knowledge of digital preservation to understand and make informed decisions around file formats for an organization.

3. Darlington, J., Finney, A. & Pearce, A. (2003). Domesday redux: The rescue of the BBC Domesday Project videodiscs". *Ariadne* (36). Retrieved from http://www.ariadne.ac.uk/issue36/tna/

This resource is a fascinating look at the 1986 Digital Domesday Book project –UK, which steps the reader initially through the logistics of the 1986 project. The focus then shifts to the digital archeology project (2002) to restore inaccessible data. There are different methods discussed to restore the data; emulate; migration; and recreation. The article is written in plain English and is an easy read for people interested in this project and the variety of lessons learnt in the recreation and preservation journey, especially the key point do not leave it until it's too late when preserving digital resources.

4. Digital Preservation (2014). In *LinkedIn* [group]. Retrieved 1 October, 2014, from http://www.linkedin.com/groups?mostRecent=&gid=3375205&trk=my_groups-tile-flipgrp

This LinkedIn group contains a stream of information from a variety of different authors who are either involved in digital preservation or have a keen interest in the subject. It is a useful place to post queries, but reply postings may not always be from reliable sources and content should be checked for authenticity. However, as a networking place to discover contacts within the industry

and be kept up-to-date on conferences and events from around the works this site could be useful to people new to the industry as a support information site.

5. Digital Preservation Coalition. (2008). *Digital Preservation Handbook*. Retrieved from http://www.dpconline.org/advice/preservationhandbook

The original authors of this resource are prominent leaders in digital preservation; the Digital Preservation Coalition now updates it as an ongoing project and is under review, following extensive industry consultation. The handbook now has an interactive component – Decision Tree Interactive Assessment, which aids users selecting digital materials for long term retention. This is a solid starting point for individuals and organizations looking at implementing a digital preservation strategy. Each section has an assumed level of knowledge, from basic up to advance and is easy to read with key terms defined throughout and solid examples and case studies.

6. Entlich, R. (2005). *A little bit'll do you (in): Checksums to the rescue*. RLG Digi News, 9(3). Retrieved from http://worldcat.org/arcviewer/1/OCC/2007/08/08/0000070511/viewer/file558.html#article3

Though this is a technical topic this resource deals with it in terms that the basic or novice can understand. One useful example dealt with ISBNs digit checks and made possible for the reader to understand the philosophy. However, it does leave questions unanswered for a basic user such as how do you create a checksum or if a basic user is even able to create one. The resource does give some solid recommendations which make for a good starting point for individuals and organizations looking to implement a redundancy check cycle as part of a digital preservation strategy.

7. Lavoie, B. & Dempsey, L. (2004). Thirteen ways of looking at digital preservation. *D-Lib Magazine* , 10(7/8). http://www.dlib.org/dlib/july04/lavoie/07lavoie.html

This article does conflict with points raised by Rusbridge (2006). This means the reader should approach this article with a questioning mind. The information is now ten years old, which could mean that some of the content is now out of date. It is written for people with a good knowledge of digital preservation by a knowledgeable author. There are some critical points raised, such as the 'grace period' for digital objects that can lead the reader to further lines of questioning as this has changed over the years, however, a useful resource for developing a digital preservation strategy.

8. Library of Congress (2014). *Digital Preservation.* Retrieved 1, October, 2014, from http://www.digitalpreservation.gov/

Library of Congress is one of the leaders in digital preservation. The authors give solid strategies of implementation for individuals and organizations including ways individuals can digitally preserve their memories. The extensive video library is useful and created for the layperson. Contained on the site are downloads for education purposes with the website but resources have an American focus. The authors maintain the website and it is current. The sub-sections are useful, but again have a focus on what is happening in the USA. It is a useful place to start with digital preservation because of the breadth of information.

9. Rusbridge, C. (2006). Excuse me … some digital preservation fallacies. *Ariadne* (46). Retrieved from http://www.ariadne.ac.uk/issue46/rusbridge/

This is a very interesting article that is written almost a self-argument by the author about key issues and fallacies in digital preservation. The author is an acknowledge leader in this field and has written the article in plain English. The points raised are addressed with simple analogies, however none of the points are fully answered in black and white, buts leads the reader into questioning the issues in relation to their own organization. The 'myth busting' style and the acknowledgement that not always does the author have the exact answer makes the resource a useful resource to open discussions.

10. Stuart, Katherine and Banks, Lauren (2012) *Making ducks walk in a line – the road to digital continuity*, Retrieved 1 October, 2014 from http://members.rimpa.com.au/lib/StaticContent/StaticPages/pubs/nat/inForum2011/JohnstonBanksPaper.pdf

The authors of this paper both worked for the National Archives of Australia at publication date and are knowledgeable in the field of digital continuity for government agencies. The resource deals with the concept of digital continuity versus digital preservation and outlines the key differences. It steps through creating digital continuity in an organization and outlines the key point's people; processes; and technology. This is an easy read for base level people who are implementing continuity planning. The end of the article deals with government agencies and the benefits, the lessons discussed are transferable to other organizations/institutions.