**Using Assessment and Policy to Gain Support and Commitment for
Digital Preservation: Creating Digital Preservation Policies**
MARAC, October 8, 2021, 10:45am
Presented by: Maggie Downing, Manager of Digital Imaging, CCAHA
Email: mdowning@ccaha.org

CONSERVATION
CENTER
for Art & Historic Artifacts

RESOURCES

General Resources

Digital POWRR.
https://digitalpowrr.niu.edu/
POWRR stands for Preserving digital Objects With Restricted Resources. It is built on a consortium of Illinois institutions. POWRR aims their resources toward underfunded institutions that may not know where to start. They encourage an incremental and iterative approach to digital preservation, rather than trying to follow all best practices at once.

Digital Preservation Coalition. *Digital Preservation Handbook, 2nd Edition*. 2015.
https://www.dpconline.org/handbook
The Digital Preservation Coalition (DPC) Handbook is an excellent starting point on a wide variety of topics related to digital preservation. Each topic is presented clearly and includes workflows and technology reviews where applicable.

National Digital Stewardship Alliance (NDSA). "Levels of Digital Preservation."
https://ndsa.org/publications/levels-of-digital-preservation/
This tiered set of recommendations on how to build or enhance digital preservation activities is a lightweight tool for self-assessment. It can be a helpful way to frame thinking about digital preservation goals, covering categories of storage, integrity, control, metadata, and content.

Sustainable Heritage Network.
https://sustainableheritagenetwork.org/
The Sustainable Heritage Network (SHN) offers workshops, online tutorials, and web resources dedicated to the lifecycle of digital stewardship. SHN is geared toward indigenous communities and collecting organizations and covers a wide variety of topics from digitization techniques to processing digital collections. This is a great resource for small institutions with limited budgets.

Creating Digital Preservation Policies

Five College Consortium. "Digital Preservation: A Planning Guide for the Five Colleges." 2013.
https://www.fivecolleges.edu/libraries/digital-preservation/digital-preservation-a-guide-for-the-five-colleges
This guide begins with a checklist for starting a digital preservation program, which can be helpful in visualizing specific tasks in digital preservation. Activities are broken down into different categories. Each category outlines supporting actions and includes tips on advocacy to senior management.

Noonan, Dan. "Digital Preservation Policy Framework: A Case Study." *Educause Review*, 28 July 2014. http://er.educause.edu/articles/2014/7/digital-preservation-policy-framework-a-case-study
This is an in-depth look at the process of developing a digital preservation policy for the Ohio State University Libraries. This is a useful resource especially for larger institutions, particularly college and university libraries, archives, or museums, to consult when setting out to create a digital preservation policy.

Creating a Digital Asset Register

Canadian Heritage Information Network. "Digital Preservation Inventory Template for Museums." 2017.
https://www.canada.ca/en/heritage-information-network/services/digital-preservation/inventory-template-museums.html
This is part of the Canadian Heritage Information Network (CHIN) "Digital Preservation Toolkit." It includes details about the types of information to collect when creating a digital asset register, and provides a sample Excel document.

Digital Preservation Coalition. "Creating A Digital Asset Register."
https://vimeo.com/170443843
This short video (8 min.) is an introduction to digital asset registers.

Digital Preservation Policy Examples

American Museum of Natural History. "Digital Preservation Policy."
https://www.amnh.org/research/research-library/digital-collections-management/digital-preservation-policy

Dartmouth College Library. "Digital Preservation Policy." 2015.
https://www.dartmouth.edu/library/preservation/docs/dartmouth_digital_preservation_policy.pdf

Yale University Library. "Digital Preservation Policy Framework." 2014.
https://web.library.yale.edu/sites/default/files/files/YUL%20Digital%20Preservation%20Policy%20Framework%20V1%200.pdf