



Welcome to the POWRR Institute!

@digitalPOWRR

This Institute is generously funded by the



and co-sponsored by the ASU Library.

Welcome to the POWRR Institute!

Logistics

Cohort Model & Instructor Introductions

POWRR Plan

Agenda

POWRR Approach to the Digital Curation and Preservation Lifecycle
NDSA Levels of Preservation

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Logistics

Facilities

Breaks & Noms

Evaluations

Technology

Other Stuff....

Cohorts & Instructors



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Stacey Erdman

Martin Kong

Nick Krabbenhoeft

Meg Miner

Dorothea Salo

Jaime Schumacher



Your POWRR Plan

Document the current state of your digital preservation activities

Define your organization's needs and set goals accordingly

Determine which particular challenges and advantages will guide your decisions

Document the knowledge acquired during the POWRR Institute

Capture a pilot solution model(s) and proposed workflow

Create an action plan with goals and activities defined at 3, 6 and 12 months

We're gonna do WHAT???

Full Group Sessions

Now

Guest Speaker

Storage 101

Cohort Stuff

Sharing Circles

Meeting

Dinner!

Individual Consultations

Modules

Case Study

Preservation Models & Packages

Walk The Workflow

Choose Your Own Adventure

Tech Skills 201

PROUD

Web Archiving

Archivematica

QUESTIONS?

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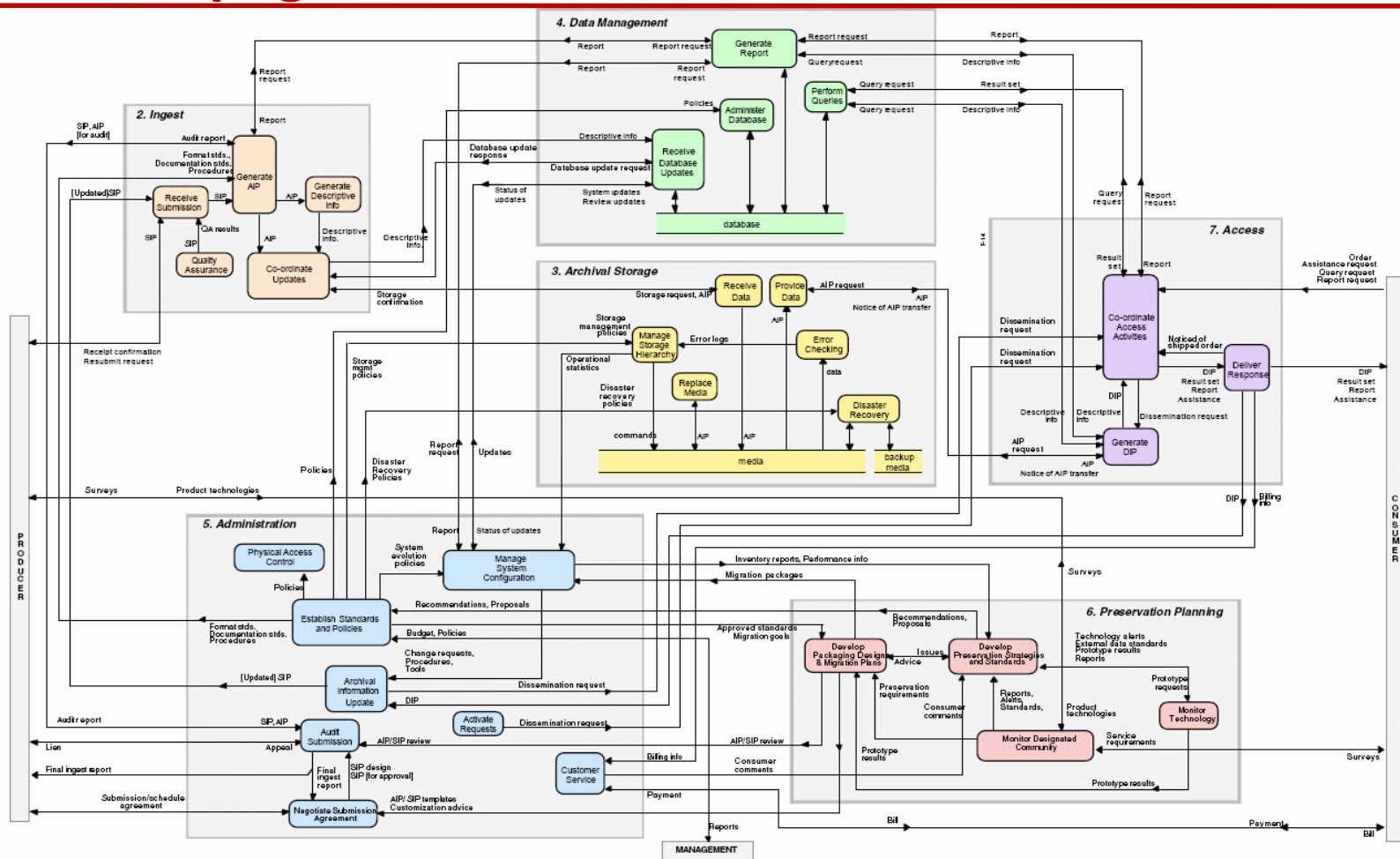
The POWRR Approach to the Digital Curation & Preservation Lifecycle

What We Discovered...

...it is NOT a lack of tools, services, and solution models preventing folks from making progress



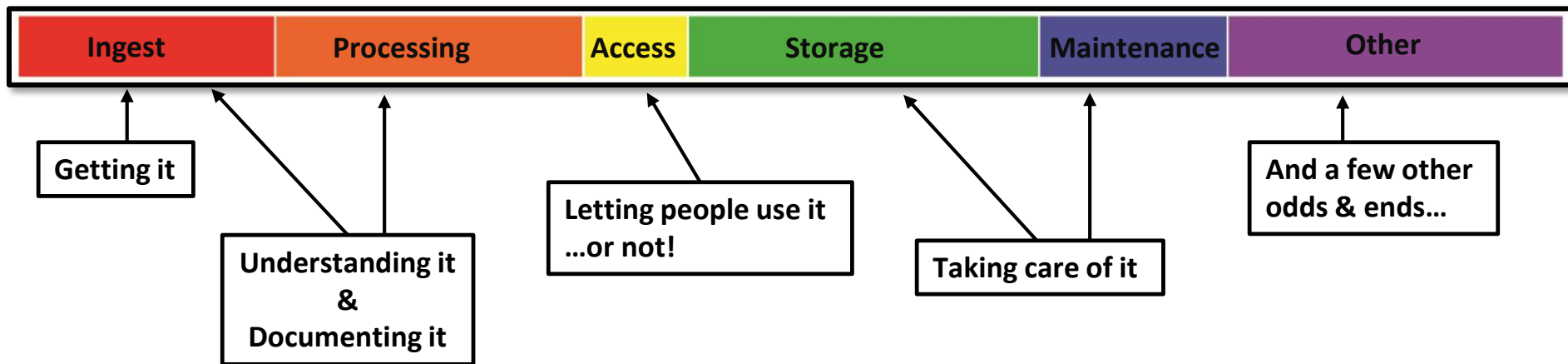
Scary OAS Spaghetti Monster



The POWRR Approach

What you need to consider when thinking about your digital stuff...

....looks a LOT like the same things you consider for your physical materials.



The POWRR Approach

Pragmatic

Realistic

Incremental

	Level 1 (Protect your data)	Level 2 (Know your data)	Level 3 (Monitor your data)	Level 4 (Repair your data)
Storage and Geographic Location	<ul style="list-style-type: none"> - Two complete copies that are not collocated - For data on heterogeneous media (optical discs, hard drives, etc.) get the content off the medium and into your storage system 	<ul style="list-style-type: none"> - At least three complete copies - At least one copy in a different geographic location - Document your storage system(s) and storage media and what you need to use them 	<ul style="list-style-type: none"> - At least one copy in a geographic location with a different disaster threat - Obsolescence monitoring process for your storage system(s) and media 	<ul style="list-style-type: none"> - At least three copies in geographic locations with different disaster threats - Have a comprehensive plan in place that will keep files and metadata on currently accessible media or systems
File Fixity and Data Integrity	<ul style="list-style-type: none"> - Check file fixity on ingest if it has been provided with the content - Create fixity info if it wasn't provided with the content 	<ul style="list-style-type: none"> - Check fixity on all ingests - Use write-blockers when working with original media - Virus-check high risk content 	<ul style="list-style-type: none"> - Check fixity of content at fixed intervals - Maintain logs of fixity info; supply audit on demand - Ability to detect corrupt data - Virus-check all content 	<ul style="list-style-type: none"> - Check fixity of all content in response to specific events or activities - Ability to replace/repair corrupted data - Ensure no one person has write access to all copies
Information Security	<ul style="list-style-type: none"> - Identify who has read, write, move and delete authorization to individual files - Restrict who has those authorizations to individual files 	<ul style="list-style-type: none"> - Document access restrictions for content 	<ul style="list-style-type: none"> - Maintain logs of who performed what actions on files, including deletions and preservation actions 	<ul style="list-style-type: none"> - Perform audit of logs
Metadata	<ul style="list-style-type: none"> - Inventory of content and its storage location - Ensure backup and non-collocation of inventory 	<ul style="list-style-type: none"> - Store administrative metadata - Store transformative metadata and log events 	<ul style="list-style-type: none"> - Store standard technical and descriptive metadata 	<ul style="list-style-type: none"> - Store standard preservation metadata
File Formats	<ul style="list-style-type: none"> - When you can give input into the creation of digital files encourage use of a limited set of known open formats and codecs 	<ul style="list-style-type: none"> - Inventory of file formats in use 	<ul style="list-style-type: none"> - Monitor file format obsolescence issues 	<ul style="list-style-type: none"> - Perform format migrations, emulation and similar activities as needed

The POWRR Approach

- **Focus on workflows! Today's hot new tools are tomorrow's orphans.**
- **You will likely have different workflows for different sets of materials:**
 - Backlog
 - Digitization Output
 - Born-digital Acquisitions
- **Not all tools and services are created equal.**

~ Start with the least scary project and approach it as a pilot ~

The Spectrum of Tools & Services

There are front-end/processing tools like.....

Archivematica
Data Accessioner
BitCurator

There are back-end storage/
preservation tools & services like.....

MetaArchive
DuraCloud
Amazon Glacier
Fixity
Internet Archive

Ingest

Processing

Access

Storage

Maintenance

There are even some services that will pretty much do it all like....

Preservica
Dspace Direct
ArchivesDIRECT

Technical skill available + Amount of annual funding devoted to DP = Range of tools to consider

Discover Your Advantages

*Quickly set up
accounts/pilots with
hosted services.*

Less red tape

*You only need to convince
the person one level above
you to get what you need.*

Fewer levels between you and decision-makers

*Want to install a
simple open source
tool? Go for it!*

Self-administered workstations

Personnel-heavy operating model

*Ideal for running a *free*
robust tool that may
require a developer and
server administrator.*

Higher cash flows and less digital materials

*You can purchase a
reasonably-priced, hosted
soup-to-nuts solution.*

The POWRR Approach



Sharing Circles until 10:00

Intros: Name, Institution, Position

Dig In: What brought you to the POWRR Institute?
What are the biggest challenges you've faced thus far?
Just let it all out!

Discuss: How can we make the most out of this opportunity?
What are some of the “sweet spots” we may have?
What do we think will be served at lunch?

Rules of Engagement:

Each participant will not exceed 5 minutes “digging in”
No interrupting... jot down your thoughts and share during the discussion
Be an active listener

Individual POWRR Plan Work

Document the current state of your digital preservation activities

Define your organization's needs and set goals accordingly

Determine which particular challenges and **advantages** will guide your decisions

Document the knowledge acquired during the POWRR Institute

Describe your pilot materials and capture a solution model(s) and workflow

Create an action plan with goals and activities defined at 3, 6 and 12 months

Break: 10:15 – 10:30