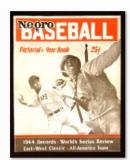
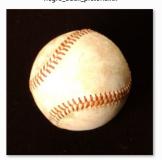


#### Care & Feeding of Digital Assets: Migration, Preservation & Access





negro\_bball\_pictorial.tif



turley\_ball.tif



olympic\_club\_score\_book.tif



walter\_johnson\_pin.tif



palmer\_cap.tif



washington\_nationals\_button.tif

# What type of media is it?



# What do you have?

Location		Wright's Office									
Basic Descrip	otion of media	CDs, DVDs, zip disk, mini DV									
EREC Asset [	escription	JPG, DOC, PPT, PDF, TIF, EPS. >	(LS, HTM, text, v	ideo - VOB, MOV							
Location in (	Collection Info	rmation	O Add New		Submit to ERD						
Box Number		Folder Label		EREC Assessment	Other Not	es from EREC	Remove				
2	Jason Presen	tation Images, 2003 (1 CD)		1 CD in jewel case with hand	wr D1 Label: All	Jason Fotos. Volu	0				
2	Jason XV, Rai	inforests at the Crossroads, 2003	-2004 - Images (1	1 CD in jewel case with pre-p	ri D1 Label: Sm	ithsonian IMAGE F	<b>(</b>				
2	Culebra Vide	o Rough Cut, July 16, 2008 (1 DV	D)	1 DVD in jewel case with pre	рі D1 Label: EFT	T-STRI_Culebra Ro	<b>=</b>				
2	STRI Poster,	January 2004 (1 CD)		1 CD in jewel case with handwr D1 Label: STRI Poster 1/04 .cp							
2	Scans for STR	RI Postcards (1 CD)		1 CD in jewel case with hand	wr D1 Label: Sca	ns for postcards t	0				
2	"The Habitab	le Planet: A Systems Approach to	Environmental 9	4 CDs in cases with pre-printe	ed Commercial (	CDs - not for dupl	<b>(</b>				
2	The Open Un	iversity, S328 Ecology, "The Conu	ındrum of Coexis	1 CD in jewel case with pre-p	ri Commercial (	CD - not for duplic	<b>(</b>				
2	"Operation Ju	ungle," BBC Program about Barro	Colorado Island (	1 CD in jewel case with hand	wr Not transferr	ed due to copyrig	<b>(</b>				
2	Paleontologic	cal Treasures Images, 2003-2004	(1 CD)	1 CD in jewel case with hand	wr D1 Label: Tes	oros Paleoantolo	<b>(</b>				
2	Cofrins Visiti	ng Panama and Touring STRI - Vic	leo and Slideshov	1 CD in jewel case with pre-p	ri D1 Label: Par	nama DVD Jan 200	<b>(</b>				
2	Ocelot Attack	k at Barro Colorado Island - Video	(1 CD)	1 CD in jewel case with pre-p	ori D1 Label: Oce	elot Attack at BCI	0				
2	Educators Co	nnecting Research to the K-16 Cl	assroom, 2002-20	1 CD in jewel case with hand	wr D1 Label: ECF	RC/STRI-C [illegib	<b>(</b>				

### Do no harm



Not write-protected

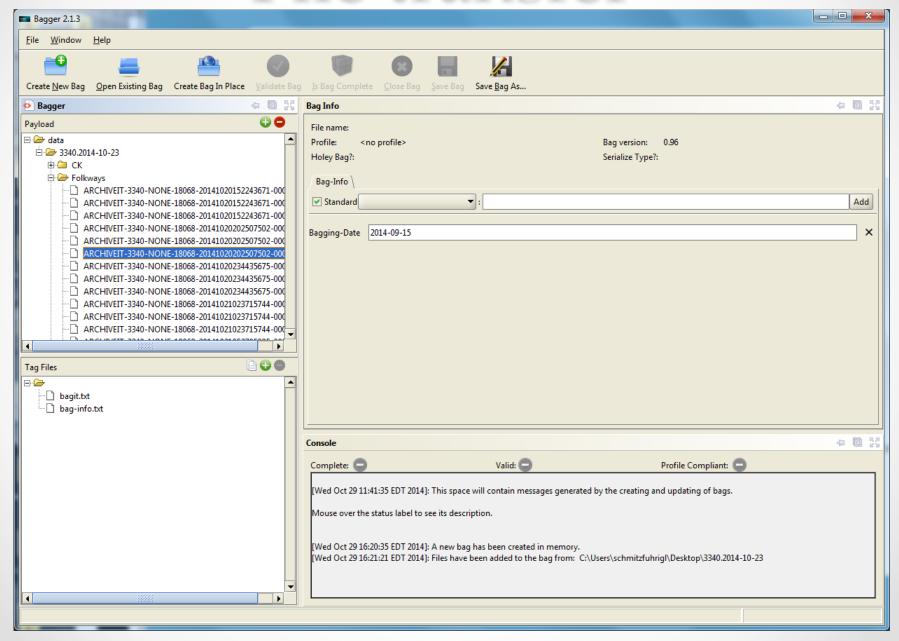


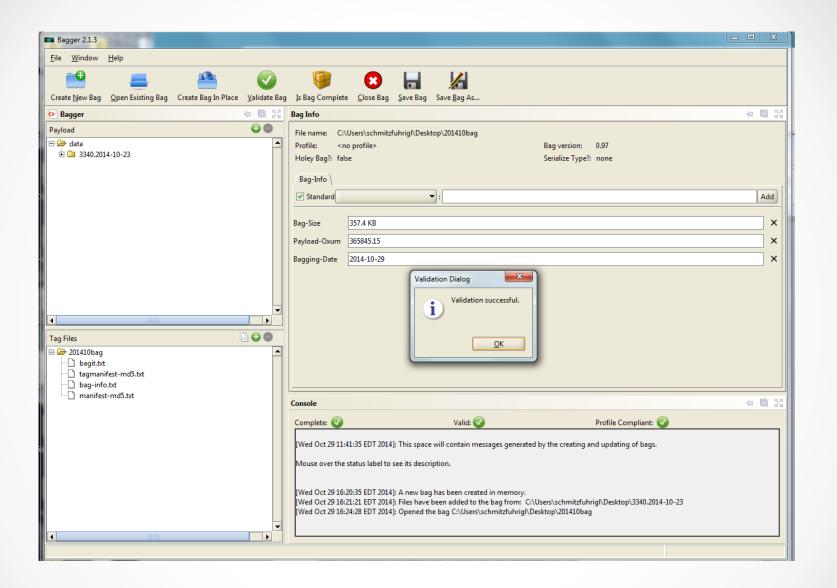
Write-protected

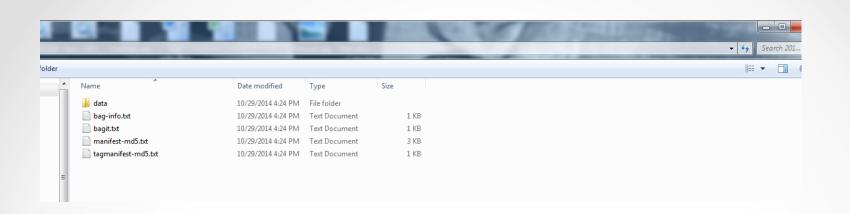


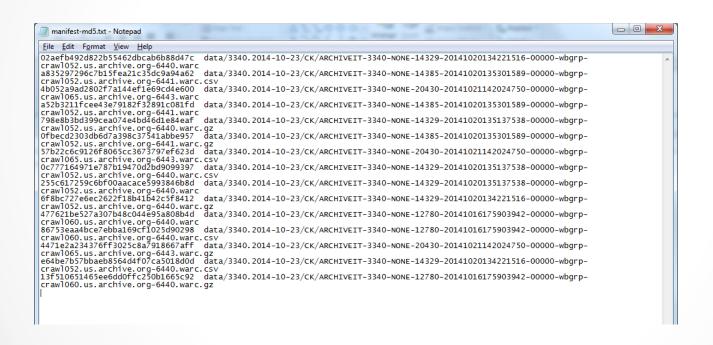
Extreme damage from an adhesive label

#### File transfer



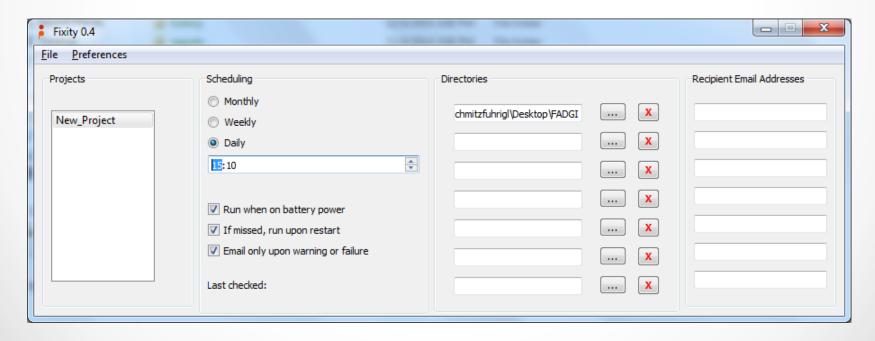






# Fixity

- Have the files remained stable? No bits have changed during transfer or over time
- Just because integrity is sound does not mean file is accessible though



```
New Project 2014-11-04-150813.tsv - Notepad
File Edit Format View Help
C:\Users\schmitzfuhrigl\Desktop\FADGI;
99 15:10:00 99 99
2014-11-04 15:08:13
11-110
sha256
1c17ff8eb3a95fb32cb65d066de95be191e5d8e8aeedc7a781c5f2151e41300d
                                                                           C:\Users\schmitzfuhrigl\Desktop\FADGI
 add in video.docx
                         3868172332655360188904
df572b58d9cd0cc2471b99df095f00a73d38666e30b40c667456b5d3d9663818
                                                                           C:\Users\schmitzfuhrigl\Desktop\FADGI\BDVPt3-
Recompractices-07182014.docx
                                 38681723323145728163860
fc407df4ded7a340179cd45d593e5ddf4c5b31daff9423f15354baf31a95f6ec
                                                                           C:\Users\schmitzfuhriql\Desktop\FADGI\SIA-
07182014 lsf edit.docx 38681723321048576188669
   fixity_2014-11-04-150813344000_New_Project.tsv - Notepad
 File Edit Format View Help
 Fixity report
 Project name
                  New_Project
 Algorithm used sha256
 Date
         2014-11-04
 Total Files 3
 Confirmed Files 0
 Moved or Renamed Files 0
 New Files
 Changed Files
 Removed Files
                  0
 New File:
                    fixity_2014-11-04-151239314000_New_Project.tsv - Notepad
 New File:
 New File:
                   File Edit Format View Help
                  Fixity report
                  Project name
                                   New_Project
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                   Confirmed Files 2
                  Moved or Renamed Files 0
                  New Files
                  Changed Files
                  Removed Files
                  Confirmed File: C:\osers\schmitzfuhrigl\Desktop\FADGI\add_in_video.docx
                  Confirmed File: C:\Users\schmitzfuhrigl\Desktop\FADGI\BDVPt3-RecomPractices-07182014.docx
                  Changed File: C:\Users\schmitzfuhrigl\Desktop\FADGI\SIA-07182014_lsf_edit.docx
```

# Storage

				BEE •	- 🗇	<b>?</b>
Name ^	Date modified	Туре	Size			
<b>№</b> 13-001_R	11/15/2012 11:12 AM	File folder				
<b>№</b> 13-002_R	11/8/2012 11:04 AM	File folder				
<b>№</b> 13-003_R	11/19/2012 2:32 PM	File folder				
<b>№</b> 13-004_R	11/29/2012 4:37 PM	File folder				
	11/27/2012 10:26 AM	File folder				
13-006_R	11/15/2012 12:32 PM	File folder				
<b>№</b> 13-007_R	11/1/2012 2:17 PM	File folder				
	7/14/2014 3:24 PM	File folder				
	1/9/2014 2:59 PM	File folder				
	7/22/2014 10:49 AM	File folder				
13-036_U	1/18/2013 3:26 PM	File folder				
13-037_U	1/23/2013 5:14 PM	File folder				
13-038_U	1/30/2013 2:34 PM	File folder				
	1/30/2013 2:53 PM	File folder				
<b>№</b> 13-040_U	2/7/2013 1:02 PM	File folder				
<b>№</b> 13-041_U	2/27/2013 10:05 AM	File folder				
<b>№</b> 13-042_U	2/27/2013 10:55 AM	File folder				
<b>№</b> 13-043_U	2/27/2013 12:50 PM	File folder				
<b>№</b> 13-044_U	2/27/2013 4:49 PM	File folder				
<b>№</b> 13-045_U	2/28/2013 4:56 PM	File folder				
<b>№</b> 13-046_U	2/20/2014 11:37 AM	File folder				
<b>№</b> 13-047_U	5/29/2013 10:50 AM	File folder				
<u></u> 13-048_U	4/3/2013 5:28 PM	File folder				
12 040 11	4/3/3043 F. 44 DM	mil_ £-14				































Operating System

File Disk Search Scan Reports ▼ Reporter

Analysis

Filter

Options Snapshot Task

Scheduler Trends

Tools

Analyze FilterZip Event Extension Run as Trends Log Database Admin

#### Completed\Reference\12-558\_U\Preserved

	Computer Details Bar Graph Pie	Graph	Folder N	<b>1</b> ар							
Ŀ	Name	Size	▼	Allocated	Files	Folders	Modified	% Parent	Attribs	Туре	Owner
	NPM_site-no-external-20111	1	14.0 GB	14.0 GB	225	11	9/24/2012	99.22%	D	File folder	S-1-5-21-3089172384
	NPM_site-no-external-20111	7	7.03 GB	7.03 GB	64	0	9/24/2012	49.97%	D	File folder	S-1-5-21-3089172384
	NPM_site-no-external-20111	7	7.02 GB	7.02 GB	60	0	9/24/2012	49.85%	D	File folder	S-1-5-21-3089172384
	脂 NPM_blog-w-external-2012051421	5	3.4 MB	53.4 MB	35	5	9/24/2012	0.37%	D	File folder	S-1-5-21-3089172384
	脂 NPM_blog-w-external-201205	4	15.6 MB	45.6 MB	2	0	9/24/2012	85.37%	D	File folder	S-1-5-21-3089172384
	NPM_Mobile	3	4.6 MB	34.6 MB	33	7	9/24/2012	0.24%	D	File folder	S-1-5-21-3089172384
	〗NPM_Mobile\Source	3	4.6 MB	34.6 MB	33	6	9/24/2012	100.00%	D	File folder	S-1-5-21-3089172384
ı	NPM_Mobile\Source\NPM-mo	3	4.6 MB	34.6 MB	33	5	9/24/2012	100.00%	D	File folder	S-1-5-21-3089172384
ı	NPM_Mobile\Source\NPM-mo	3	0.8 MB	30.8 MB	8	0	9/24/2012	89.19%	D	File folder	S-1-5-21-3089172384
ı	NPM-ar_site-no-external_shallow	2	25.5 MB	25.5 MB	33	5	9/24/2012	0.18%	D	File folder	S-1-5-21-3089172384
ı	脂 NPM-ar_site-no-external_sha	2	0.2 MB	20.2 MB	8	0	9/24/2012	79.26%	D	File folder	S-1-5-21-3089172384
J	NPM_site-no-external-201111042	1	9.9 MB	19.9 MB	26	0	9/24/2012	0.14%	D	File folder	S-1-5-21-3089172384
	脂 NPM_blog-w-external-2012051421	7	7.42 MB	7.43 MB	8	0	9/24/2012	13.90%	D	File folder	S-1-5-21-3089172384
	脂 NPM-ar_site-no-external_sha	5	.23 MB	5.23 MB	1	0	9/24/2012	20.49%	D	File folder	S-1-5-21-3089172384
	NPM_Mobile\Source\NPM-mobile_si	3	.69 MB	3.69 MB	1	0	9/24/2012	10.68%	D	File folder	S-1-5-21-3089172384
	NPM_site-no-external-201111042	3	3.14 MB	3.30 MB	46	5	9/24/2012	0.02%	D	File folder	S-1-5-21-3089172384
	NPM_site-no-external-201111042	2	2.02 MB	2.03 MB	3	0	9/24/2012	0.01%	D	File folder	S-1-5-21-3089172384
	NPM_site-no-external-20111	1	.92 MB	1.99 MB	19	1	9/24/2012	61.43%	D	File folder	S-1-5-21-3089172384
	NPM_site-no-external-20111	1	.88 MB	1.89 MB	2	0	9/24/2012	97.90%	D	File folder	S-1-5-21-3089172384
	NPM_site-no-external-201111042	1	.53 MB	1.54 MB	14	0	9/24/2012	0.01%	D	File folder	S-1-5-21-3089172384
	NPM_site-no-external-20111	1	. 19 MB	1.26 MB	18	1	9/24/2012	38.13%	D	File folder	S-1-5-21-3089172384
	NPM_site-no-external-20111	1	. 15 MB	1.16 MB	1	0	9/24/2012	96.62%	D	File folder	S-1-5-21-3089172384

## Next steps

- Can you view the file? WordStar vs. PDF?
  - o Migration converting the file usually when at risk
  - Normalization converting the file regardless to preservation formats when ingesting/taking in

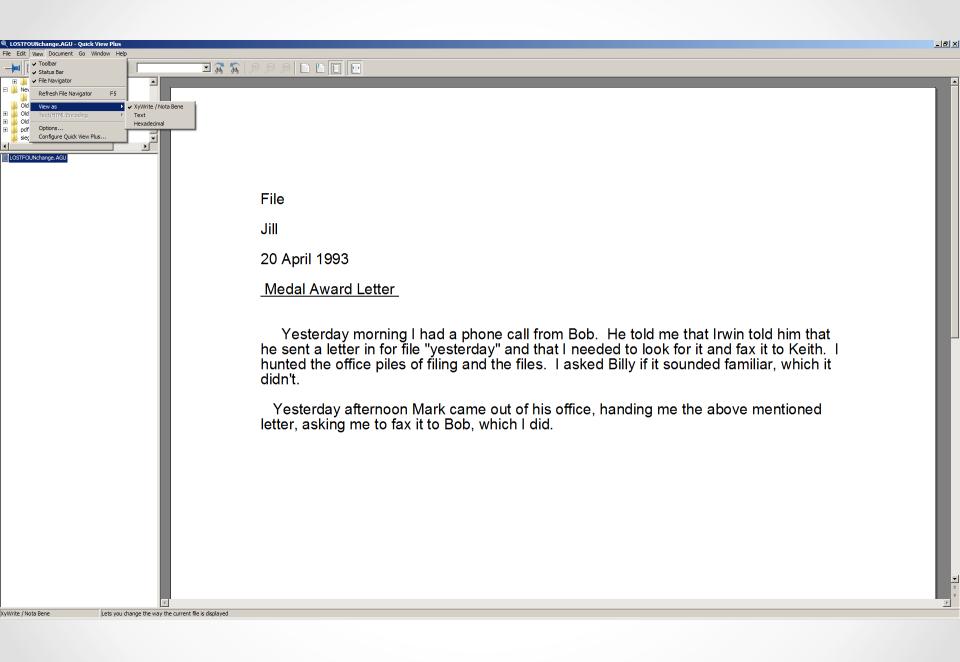
```
C:TEST
                            P01 L07 C17 Insert Align
                    SCROLL
      CURSOR
                                                                           MENUS
                 ^W աթ
                                  ^G char
                                                                        ^O onscreen format
                                  ^T word
^Y line
                                               ^I tab
^U turn insert off
                 ^Z down
                                                                        ^K block & save
                                              ^V turn insert off ^P print controls
^B align paragraph ^Q quick functions
^N split the line Esc shorthand
                 ^R up screen
                 ^C down
                                  <u>^U</u>unerase
                                                  find/replace again
                              A centred title
The quick brown fox jumped over the lazy dog
^BSome bold text^B
^YSome italic text^Y
 Display Centre ChkRest ChkWord Del Blk HideBlk MoveBlk CopyBlk Beg BlkLEnd Blk
                                       DelLine DelWord Align Ruler Asave & Done
```

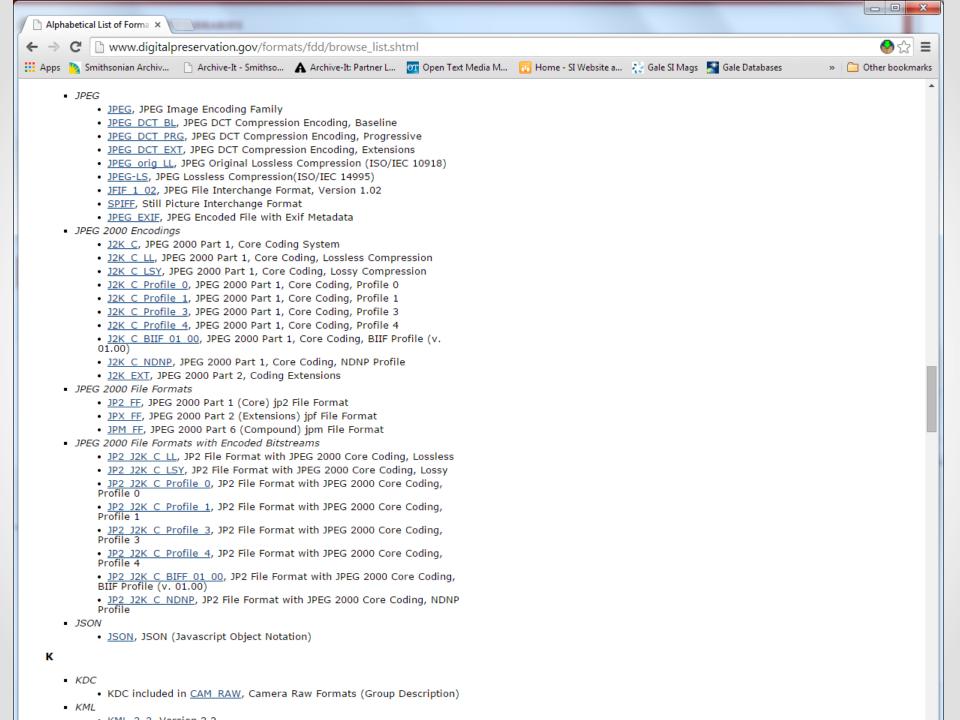
### Files

- Word processing and text documents
- Spreadsheets
- Images and graphics
- Audio and video
- Websites/social media
- Email
- Computer Assisted Design
- Databases

### Format Identification

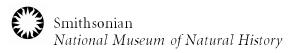
<b>OID v6.1.3</b> Edit <u>R</u> un Filter Rego	ort <u>T</u> ools <u>H</u> elp									_			
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△ Resource	Extension	Size	Last modified	Ids	Format	Version	Mime type	PUID	Method	Hash			
BARSONY.REC	rec 🔔	1.9 KB	7/22/93 9:44 AM		WordPerfect for MS-DOS/	5.1	vnd.wordperfect	<u>x-fmt/394</u>	Signature	a7c63ad6c965f3a6838a			
BARSONY.TXT	txt 🔔	2.2 KB	8/17/93 12:58 PM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	6e4fa781e69d5d286fb5			
BENNEWIT	AL.	1,014 bytes	9/14/93 11:32 AM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	8318677444f20f65e839			
BOSWORTH	<u></u>	840 bytes	7/19/93 10:03 AM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	3139dafb81dea95407a7			
CALDWELL	AL .	964 bytes	7/27/93 4:44 PM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	dd567671fbf1bcb6d38d			
CHAFFEE.MMT	mmt 🚣	1.4 KB	7/9/93 12:05 PM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	096ff97d0d0596a1a1a1			
COHEN	<u>A</u> .	1.8 KB	7/9/93 9:34 AM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	<u>x-fmt/394</u>	Signature	3bc33ea9a135e7866353			
CRISWELL.CH	ch 🔔	1.5 KB	7/28/93 5:58 PM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	e03ee15ec6ae1b7ede6			
CRISWELL.RR	rr 🛦	902 bytes	7/12/93 5:09 PM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	6ce 18b 48fe 365d 26edd			
DAVIS	<u> </u>	1.4 KB	7/28/93 5:27 PM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	c314f38c9f6fb139818c9			
DAVIS.TXT	txt	854 bytes	7/28/93 5:28 PM	-	Plain Text File		text/plain	<u>x-fmt/111</u>	Extension	90e99d157fdc7e1dd498			
DUBINSKI.REC	rec 🔔	2 KB	7/20/93 11:06 AM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	1062a4de423cfc5a6494			
FABRICAN	A	916 bytes	7/9/93 1:04 PM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	fa0bba385e3bf9e74de6			
FAZIO.IRC	irc 🚹	2.5 KB	7/16/93 10:51 AM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	3e68e8cd8540547101b			
FAZIO2.IRC	irc 🔔	1.6 KB	7/20/93 9:15 AM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	<u>x-fmt/394</u>	Signature	2970905a42bc4d5274ed			
FORMAN	<u> </u>	1.1 KB	7/1/93 1:23 PM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	2bbda64f17129432fa43			
FREEMAN	irc	1.3 KB	7/26/93 2:09 PM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	dba742c3e8d1941c29f5			
GEORGI	<u> </u>	4 KB	7/30/93 3:21 PM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	4da3ac2fac903ecbaaf7			
GEORGI.TXT	txt	3.7 KB	7/29/93 1:54 PM	-	Plain Text File		text/plain	<u>x-fmt/111</u>	Extension	cb71cf75a8e2d1b80fc24			
GEORGI2.TXT	txt	3.6 KB	7/30/93 4:38 PM	-	Plain Text File		text/plain	<u>x-fmt/111</u>	Extension	560021b800c4d0c99cb8			
GOLD2	AL.	1.3 KB	7/29/93 5:13 PM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	6292ee37b0feca5e61a2			
GOLDLTR	<u>.</u>	2.7 KB	7/28/93 5:50 PM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	74ab28ffc404d4836383			
HARRUS	A	1.3 KB	6/29/93 11:17 AM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	2df3be7ad02e1411f086			
JJOSEPH	<u>.</u>	999 bytes	7/12/93 10:28 AM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	3c7c75b5925b503ce4ce			
LESSER	AL.	983 bytes	7/12/93 10:26 AM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	708e635190a2a081da2			
LEWIS	<b>A</b>	1.2 KB	7/9/93 11:50 AM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	e62428f150e4ceb39c81			
MATTHEWS	AL.	5.8 KB	7/2/93 4:58 PM	-	WordPerfect for MS-DOS/	5.1	vnd.wordperfect	x-fmt/394	Signature	e8e9c0a4aa0ff65cf26ba			
				elle									





# Word processing





News

May 4, 2006

Media only: Randall Kremer (202) 633-2950

Michele Urie (202) 633-2950

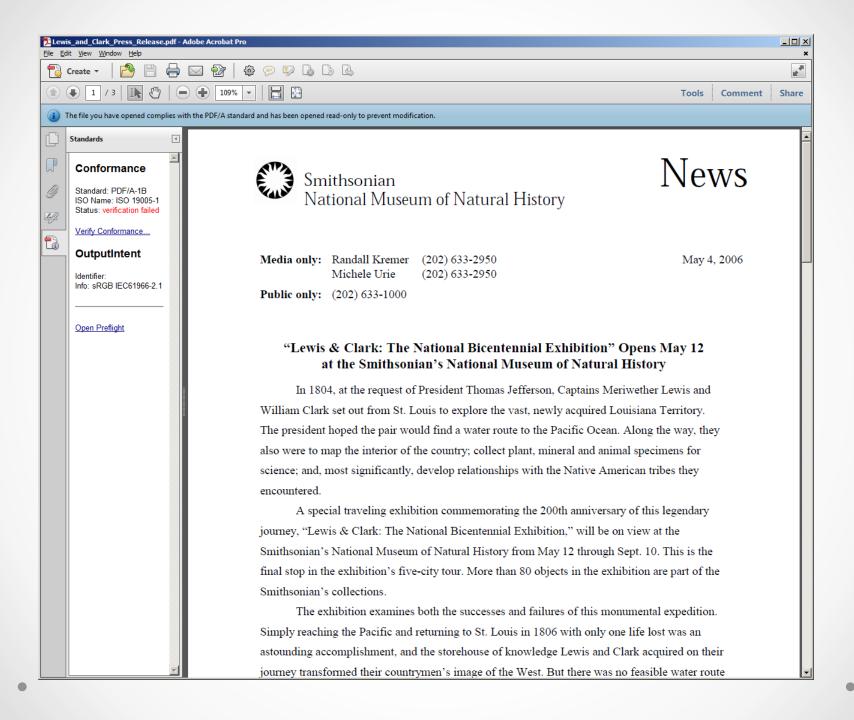
**Public only:** (202) 633-1000

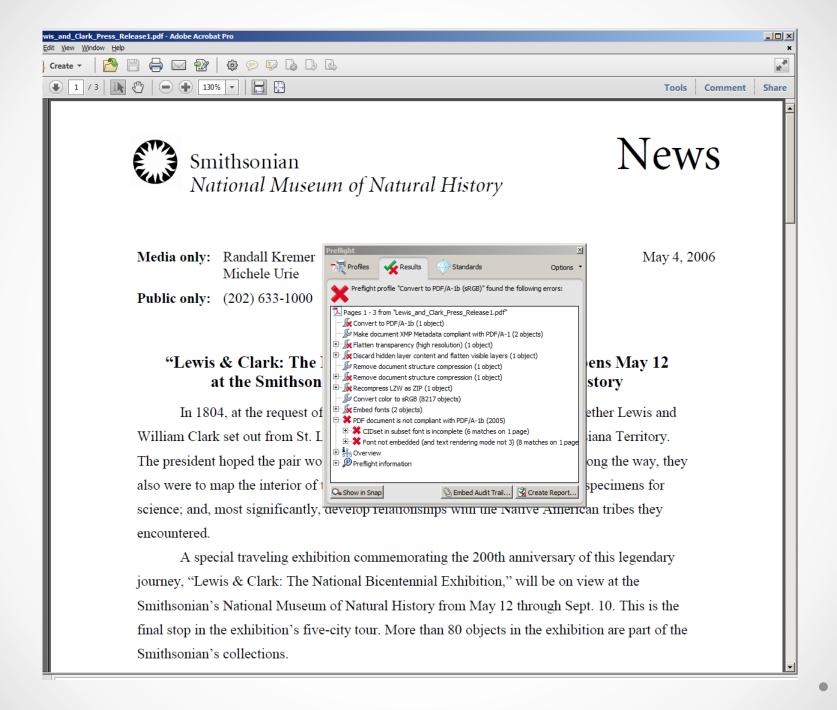
"Lewis & Clark: The National Bicentennial Exhibition" Opens May 12 at the Smithsonian's National Museum of Natural History

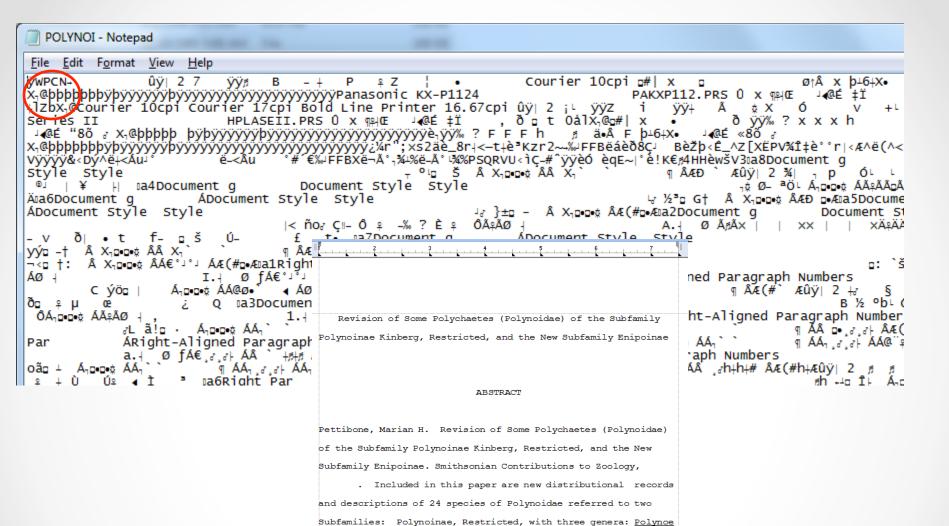
In 1804, at the request of President Thomas Jefferson, Captains Meriwether Lewis and William Clark set out from St. Louis to explore the vast, newly acquired Louisiana Territory. The president hoped the pair would find a water route to the Pacific Ocean. Along the way, they also were to map the interior of the country; collect plant, mineral and animal specimens for science; and, most significantly, develop relationships with the Native American tribes they encountered.

A special traveling exhibition commemorating the 200th anniversary of this legendary journey, "Lewis & Clark: The National Bicentennial Exhibition," will be on view at the Smithsonian's National Museum of Natural History from May 12 through Sept. 10. This is the final stop in the exhibition's five-city tour. More than 80 objects in the exhibition are part of the Smithsonian's collections.

The exhibition examines both the successes and failures of this monumental expedition. Simply reaching the Pacific and returning to St. Louis in 1806 with only one life lost was an astounding accomplishment, and the storehouse of knowledge Lewis and Clark acquired on their journey transformed their countrymen's image of the West. But there was no feasible water route



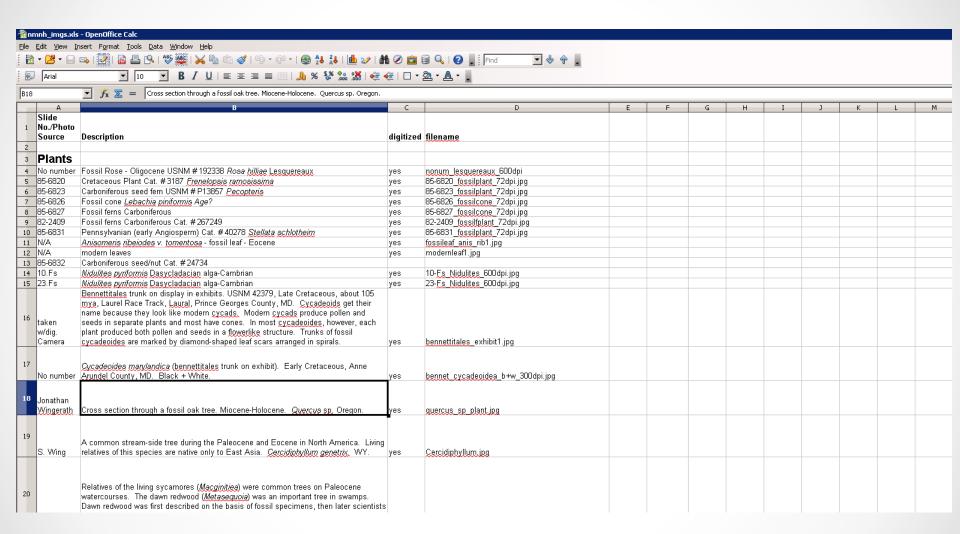




Savigny, <u>Grubeopolynoe</u> Pettibone, and <u>Gorekia</u> Bergström, and new Subfamily Enipoinae, with five genera: <u>Enipo</u> Malmgren, <u>Nemidia</u> Malmgren, <u>Paranemidia</u>, new genus, <u>Jennerapolynoe</u>, new genus, and <u>Phyllohartmania</u> Pettibone. Most of the <u>spacession 10052</u>r less close ecological or commensal association with other polychaetes, such as terebellids, maldanids, sabellariids, ampharetids, chaetopterids, eunicids, nereidids, and glycerids.

# Spreadsheets

	₩ <sub>¬</sub> γ   <del>-</del>		nmnh_imgs.xls [Con	mpatib	ility Mode] - Mid	crosoft Exce	ı							
File Ho	me Insert Page Layout Formulas Data Review View Acrobat													
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→ <b>Form</b>	nat Painter — — — — — —	Ψ	Formatting v as Tal		encon cen	Бурга			1919-11	, pomm.	mpac		7	*
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A	В	С	D			Е	F	G	Н		J	K	L	М
Slide														
No./Photo														
1 Source	Description	digitized	d filename											
2														
3 Plants														
	Fossil Rose - Oligocene USNM # 192338 Rosa hilliae Lesquereaux	ves	nonum lesquereaux 600dpi											
5 85-6820	Cretaceous Plant Cat. # 3187 Frenelopsis ramosissima	ves	85-6820 fossilplant 72dpi.jpg											
6 85-6823	Carboniferous seed fern USNM # P13857 Pecopteris	yes	85-6823 fossilplant 72dpi.jpg											
7 85-6826	Fossil cone Lebachia piniformis Age?	ves	85-6826 fossilcone 72dpi.jpg											
8 85-6827	Fossil ferns Carboniferous	yes	85-6827 fossilcone 72dpi.jpg											
9 82-2409	Fossil ferns Carboniferous Cat. # 267249	ves	82-2409 fossilfplant 72dpi.jpg											
10 85-6831	Pennsylvanian (early Angiosperm) Cat. # 40278 Stellata schlotheim	yes	85-6831 fossilplant 72dpi.jpg											
11 N/A	Anisomeris ribeiodes v. tomentosa - fossil leaf - Eocene	yes	fossileaf anis rib1.jpg											
12 N/A	modern leaves	yes	modernleaf1.jpg											
13 85-6832	Carboniferous seed/nut Cat. # 24734		7.7											
14 10.Fs	Nidulites pyriformis Dasycladacian alga-Cambrian	yes	10-Fs_Nidulites_600dpi.jpg											
15 23.Fs	Nidulites pyriformis Dasycladacian alga-Cambrian	yes	23-Fs_Nidulites_600dpi.jpg											
	Bennettitales trunk on display in exhibits. USNM 42379, Late Cretaceous, about 105													
	mya, Laurel Race Track, Laural, Prince Georges County, MD. Cycadeoids get their													
	name because they look like modern cycads. Modern cycads produce pollen and													
taken	seeds in separate plants and most have cones. In most cycadeoides, however, each													
w/dig.	plant produced both pollen and seeds in a flowerlike structure. Trunks of fossil													
16 Camera	cycadeoides are marked by diamond-shaped leaf scars arranged in spirals.	yes	bennettitales_exhibit1.jpg											
	Cycadeoides marylandica (bennettitales trunk on exhibit). Early Cretaceous, Anne													
17 No number	Arundel County, MD. Black + White.	ves	bennet cycadeoidea b+w 300dpi	i.jpg										
		7												
Jonathan														
18 Wingerath	Cross section through a fossil oak tree. Miocene-Holocene. Quercus sp. Oregon.	ves	quercus sp plant.jpg											
10 Willigeratii	Closs section through a lossif bak tree. Milocene-Holocene. Quercus sp. Oregon.	-Lyes	quercus_sp_piant.jpg											
	A common stream-side tree during the Paleocene and Eocene in North America.													
	Living relatives of this species are native only to East Asia. Cercidiphyllum genetrix.													
19 S. Wing	WY.	ves	Cercidiphyllum.jpg											
.5 C. Willig		yes	остоларнунин											
	Relatives of the living sycamores (Macginitiea) were common trees on Paleocene													
	watercourses. The dawn redwood (Metasequoia) was an important tree in swamps.													
	Dawn redwood was first described on the basis of fossil specimens, then later													



#### View in Open Office

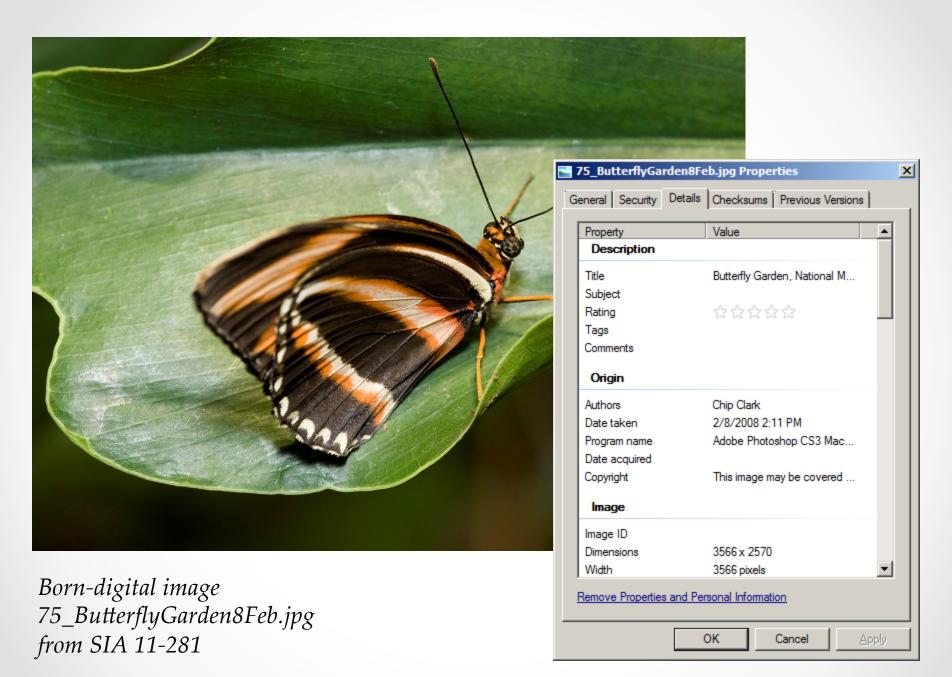
## Images

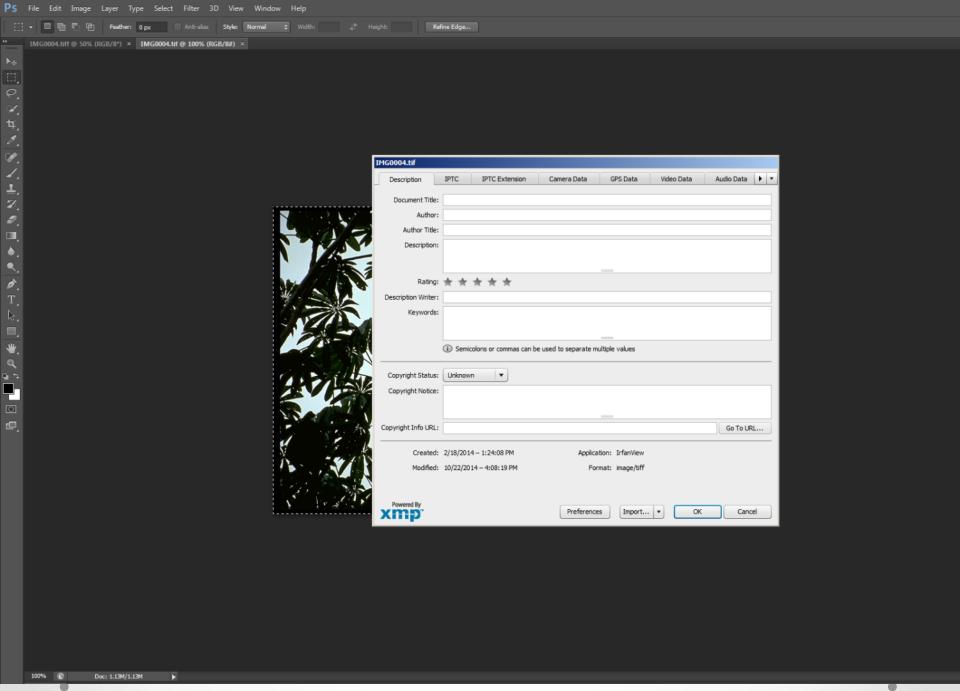


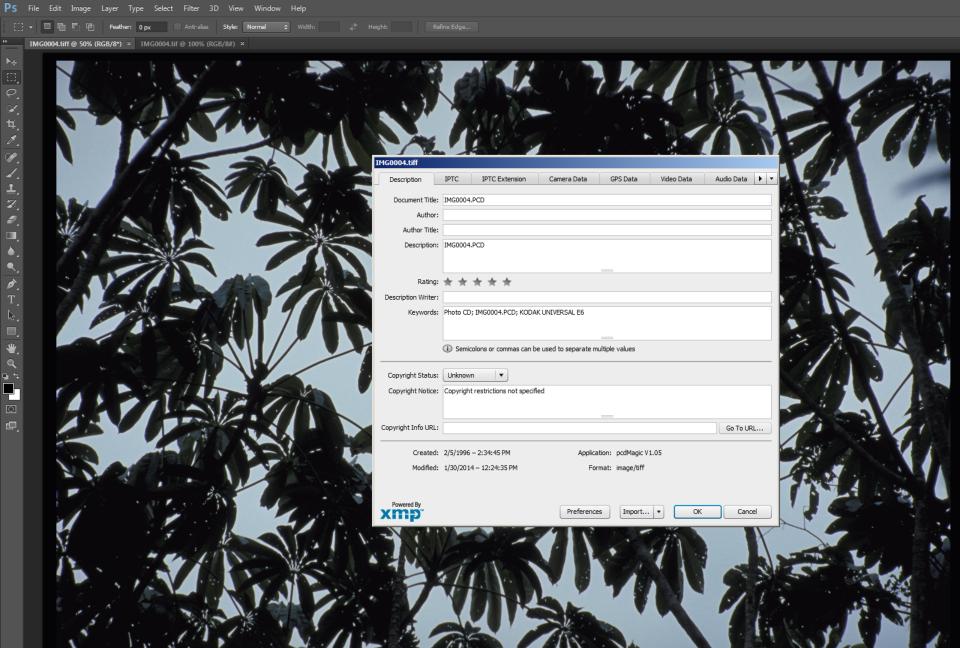
Digitized image SIA2007-0176 from 02-082

### Digital scans of text and images

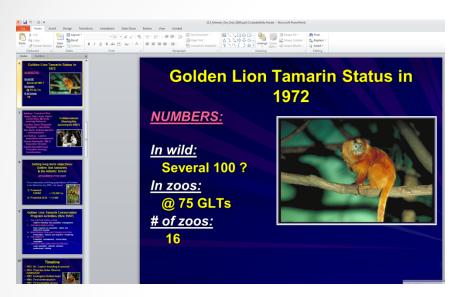
- Uncompressed TIFF with 6,000 pixels on the long axis of the image
- Minimum value is 600 ppi, increasing resolution in intervals of 25 ppi as necessary to achieve a minimum of 6,000 pixels along the long axis resolution.
- For color images, a 24-bit RGB setting is used, yielding 8 bits per color channel.
- For black and white images, a 24-bit RGB setting is used.
- Note: for images from microfilm, a resolution of 300 ppi grayscale is acceptable.



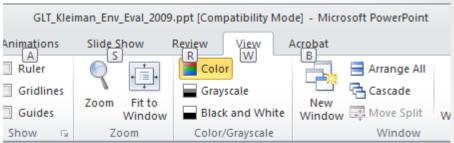




#### Presentations



PowerPoint presentation from SIA 14-213



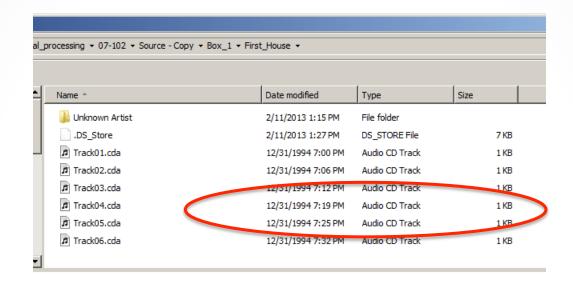


In 1972, the golden lion tamarin was headed towards extinction with fewer than 100 in zoos that were breeding very poorly and an unknown number remaining in the wild; at the time, some suspected that there might have been fewer than 200 remaining.

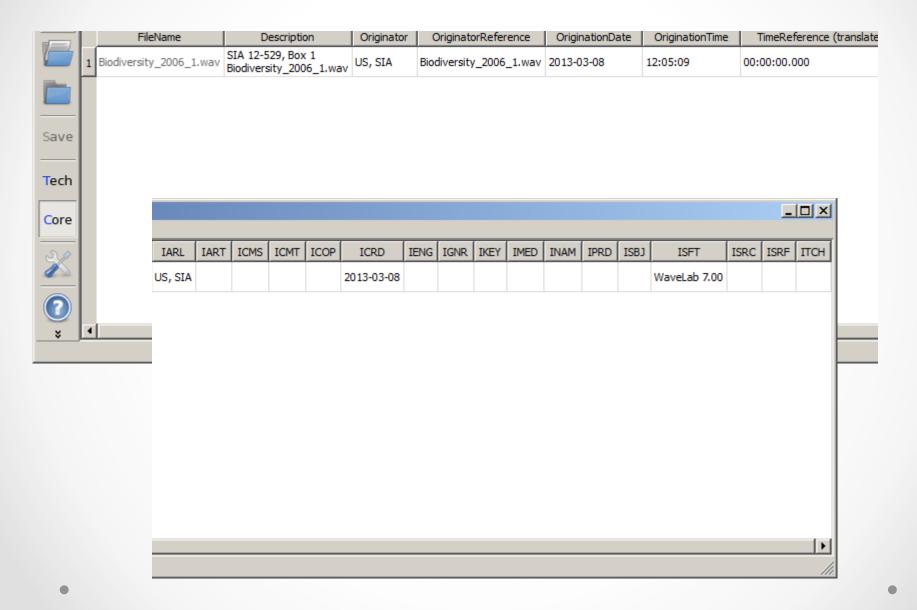
# Digital audio standards

- BWF (Broadcast Wave file) format or WAV with a minimum bit depth of 16 and sample frequency of 44.1 kHz for DATs.
- Uncompressed PCM (pulse coded modulation)
- 24-bit and 96 kHz considered optimal.
- AIFF (Mac) is also acceptable.

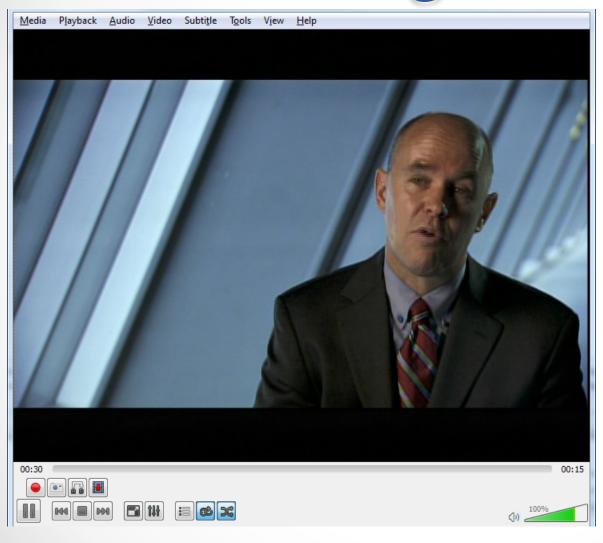
### Audio



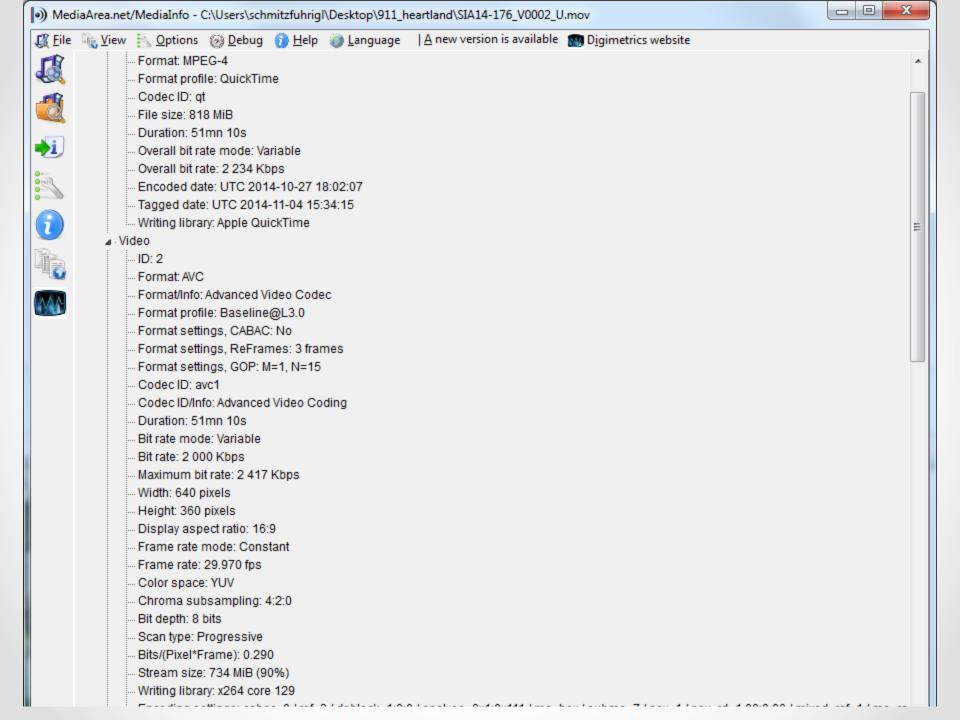
### BWF MetaEdit



### Born-digital video



- Authored video DVDs
- Can you view it? One player might work while others will not. Windows Media Player vs VLC

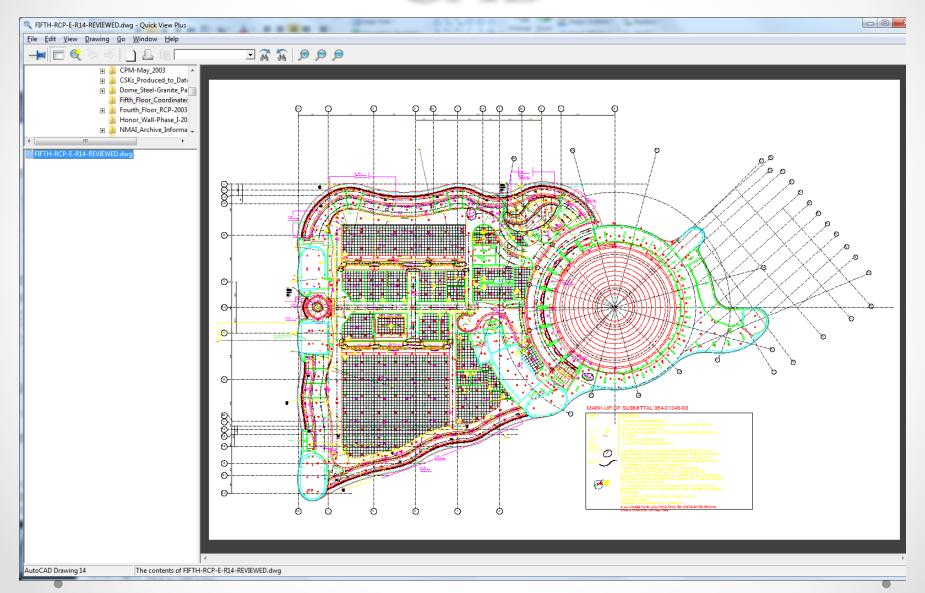




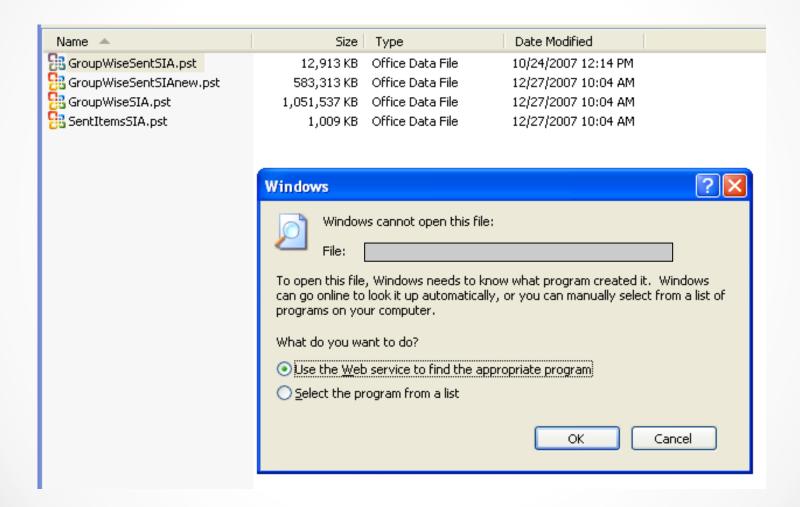
### Analog video

- Analog to digital easier than born-digital video
- Two SAMMA Solos for digitizing analog video tapes at Smithsonian Archives.
  - o Done in real time
  - o Four outputs Two for preservation Motion JPEG2000 in an MXF wrapper, and MPEG-2 in a 4.2.2 format. Two for access/reference -- Windows Media Video and MOV or QuickTime

### CAD



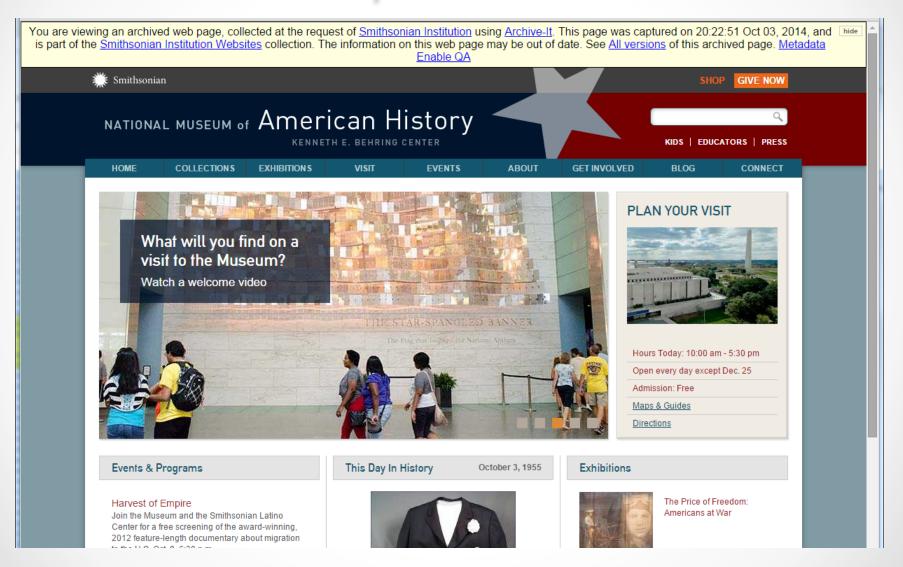
# **Email**



# Databases

-	Table Tools		Microsoft Ac	cess	C Total
atabase Tools Acroba	t Fields Table				
nding    Selection   ending    Advanced   ove Sort    Toggle Filter  ort & Filter		Totals Spellir More	ng Find ⇒ (	Seplace 50 To  Size elect  Fit Fo	
Affil_title →		Affil_city -	Affil_stat →	Affil_icon →	
American Jazz Museum		Kansas City	MO	<b>V</b>	
Arena Stage		Washington	DC		
Atlanta International Museum			Atlanta	GA	
B&O Railroad Museum		Baltimore	MD	<b>V</b>	
Birthplace of Country Music Alliance		Bristol	TN		
Bisbee Mining & Historical Museum			Bisbee	AZ	<b>▽</b>
Boys Harbor, Inc.		New York	NY	<b>▽</b>	
Centro Alameda		San Antonio	TX	<b>V</b>	
Chabot Space & Science Center		Oakland	CA	<b>V</b>	
Dallas Museum of Natural History		Dallas	TX		
Davenport Museum of Art		Davenport	IA		
Florida International Museum			St. Petersburg	FL	
Florida International University			Miami	FL	
Freedom Museum		Manassas	VA		
Heritage Harbor Museum			Providence	RI	<b>V</b>
Historical Society of Western Pennsylvania			Pittsburgh	PA	
Hubbard Museum of the American West			Ruidoso Down	NM	

# Websites/Social media



# Command line

```
Command Prompt
Z:\ERD_Base\Preservation_processing\11-281\Source_Copy\Box_3\DNA_Lab_2005\D_1\im
ages-large>dir/$
Volume in drive Z is PVData3
 Volume Serial Number is B096-E8A0
 Directory of Z:\ERD_Base\Preservation_processing\11-281\Source_Copy\Box_3\DNA_L
ab_2005\D_1\images-large
11/05/2014
             04:58 PM
                            <DIR>
             04:58 PM
                            <DIR>
11/05/2014
02/08/2006
             12:03 PM
                                  6,940,032 aplsrvclst_2950.jpg
                                6,562,047 aplsrvclst_2957.jpg
8,036,024 cryo_3074.jpg
11,334,721 cryo_3098.jpg
02/08/2006
             12:04
02/08/2006
              12:04
02/08/2006
                                10,807,058 cryo_3099.jpg
8,801,330 dnacap_3302.jpg
02/08/2006
02/08/2006
             12:04
                                 5,600,562 dnachip_3213.jpg
6,512,107 dnachip_3218.jpg
02/08/2006
02/08/2006
                                  7,801,517 gntcanlyzr_3276.jpg
02/08/2006
              12:04
                                 3,819,224 h2odrop_2802.jpg
4,866,857 h2odrop_2807.jpg
5,074,746 h2odrop_2814.jpg
02/08/2006
             12:04 PM
02/08/2006
              12:04 PM
02/08/2006
                                 1,736 images-large.lnk
6,296,387 parallab_2851.jpg
11/05/2014
              04:58
02/08/2006
             12:04 PM
                                  92.454.348 bytes
                14 File(s)
     Total Files Listed:
                                  92,454,348 bytes
                14 File(s)
                 2 Dir(s) 613,268,803,584 bytes free
Z:\ERD_Base\Preservation_processing\11-281\Source_Copy\Box_3\DNA_Lab_2005\D_1\im
ages-large>_
                                              Vanished_Kingdoms
01/27/2012
              04:21 PM
                             <DIR>
01/27/2012
                                              Viking_Images
              04:21 PM
                             <DIR>
                                              Wild_Bill_Longley_2001
10/20/2011
                            <DIR>
              08:58 AM
                  0 File(s)
                                             0 bytes
                 27 Dir(s)
                             613.268.807.680 bytes free
```

- Directory/
  file listings
- Run software like ffmpeg, Jhove and Droid

## Metadata standards

- Dublin
   Core
- METS
- PREMIS
- IPTC
- And many, many more

#### Seeing Standards: A Visualization of the Metadata Universe



Poster of visualization (PDF, 36in x 108in)

Metadata standard glossary, poster form (PDF, 36in x 41in)

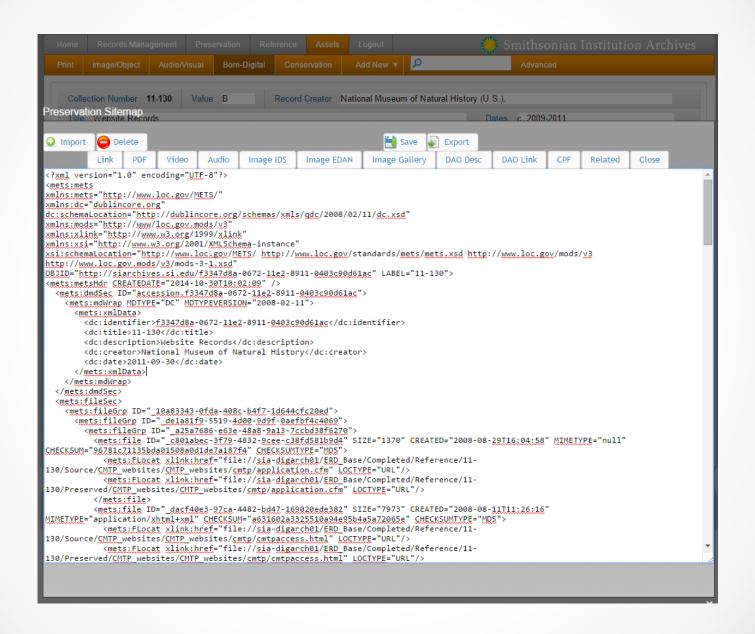
Metadata standard glossary, pamphlet form (PDF)

The sheer number of metadata standards in the cultural heritage sector is overwhelming, and their inter-relationships further complicate the situation. This visual map of the metadata landscape is intended to assist planners with the selection and implementation of metadata standards.

Each of the 105 standards listed here is evaluated on its strength of application to defined categories in each of four axes: community, domain, function, and purpose. The strength of a standard in a given category is determined by a mixture of its adoption in that category, its design intent, and its overall appropriateness for use in that category.

The standards represented here are among those most heavily used or publicized in the cultural heritage community, though certainly not all standards that might be relevant are included. A small set of the metadata standards plotted on the main visualization also appear as highlights above the graphic. These represent the most commonly known or discussed standards for cultural heritage metadata.

Content: <u>Jenn Riley</u>
Design: Devin Becker
Work funded by the Indiana University Libraries White Professional Development Award



# Preservation format does not always equal access copy

- Where will access be provided?
- Preservation format may not be needed as the access format.
  - Audio in MP3 format may be acceptable to researcher rather than a higher quality uncompressed WAV or Broadcast WAV file



**COLLECTIONS** ▼

SERVICES ▶

SMITHSONIAN HISTORY >

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#### SIA Acc. 13-069, Smithsonian Institution, Website Records, 2012

Submit a reference request about this item | Print



#### Summary

Creator: Smithsonian Institution Title: Website Records, 2012

2012 Date:

This accession consists of the primary domain of the Smithsonian Institution website as it existed on October 9, 2012. The website contains general Summary:

> information for visitors, volunteers, researchers, donors, and the general public and serves as a portal for other Smithsonian Institution websites. In addition, the domain includes specialized websites maintained by the Museum Conservation Institute; the Office of the Inspector General; the Marine Science Network; the Scientific Diving Program; the Office of Equal Employment and Minority Affairs; the Office of Fellowships and Internships; the Office of Policy

and Analysis; and the Office of Sponsored Projects as well as the online Encyclopedia Smithsonian. Materials are in electronic format

Topics: Fund raising, Museum visitors, Museums-Public relations, Research, Special events, Volunteers, Web sites

Museum Conservation Institute, Smithsonian Institution Office of Equal Employment and Minority Affairs, Smithsonian Institution Office of Policy and Subjects:

Analysis, Smithsonian Institution Office of the Inspector General, Smithsonian Institution Marine Science Network, Smithsonian Institution Office of

Fellowships and Internships, Smithsonian Institution Office of Sponsored Projects, Smithsonian Institution Scientific Diving Program

Form/Genre: Electronic records, Collection descriptions

Local Number: SIA Acc. 13-069

#### Finding Aids to Official Records of the Smithsonian Institution Archives

#### **Table of Contents**

**Collection Overview** 

**Descriptive Entry** 

Index Terms

**Administrative Information** 

Container List

Accession 13-069

Smithsonian Institution

Website Records, 2012

Repository: Smithsonian Institution Archives, Washington, D.C. Contact us at osiaref@si.edu.

Smithsonian Institution Creator:

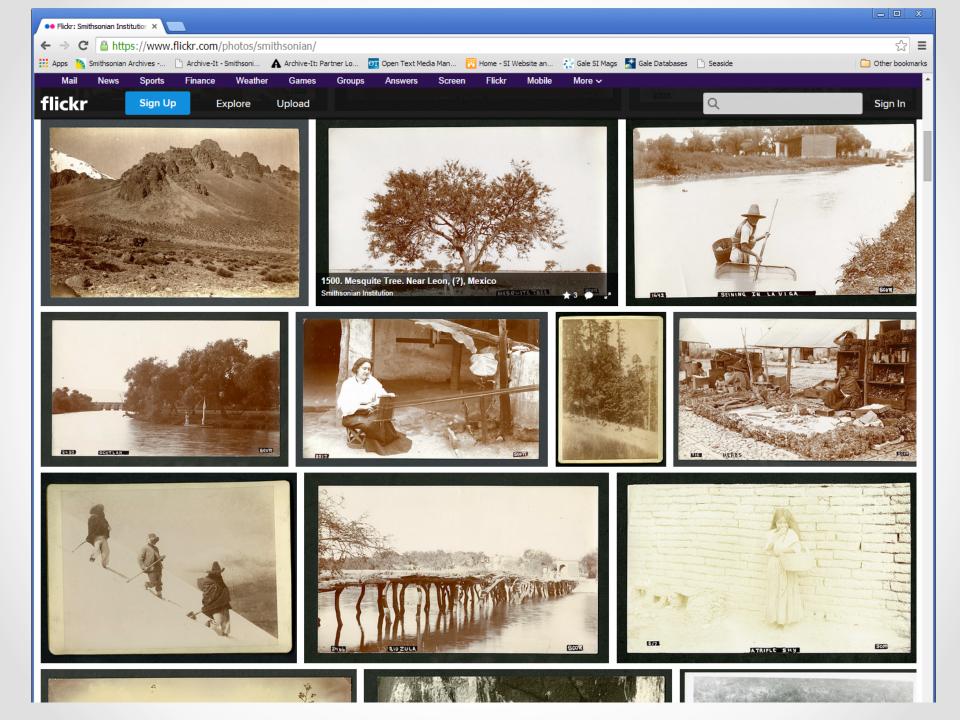
Title: Website Records

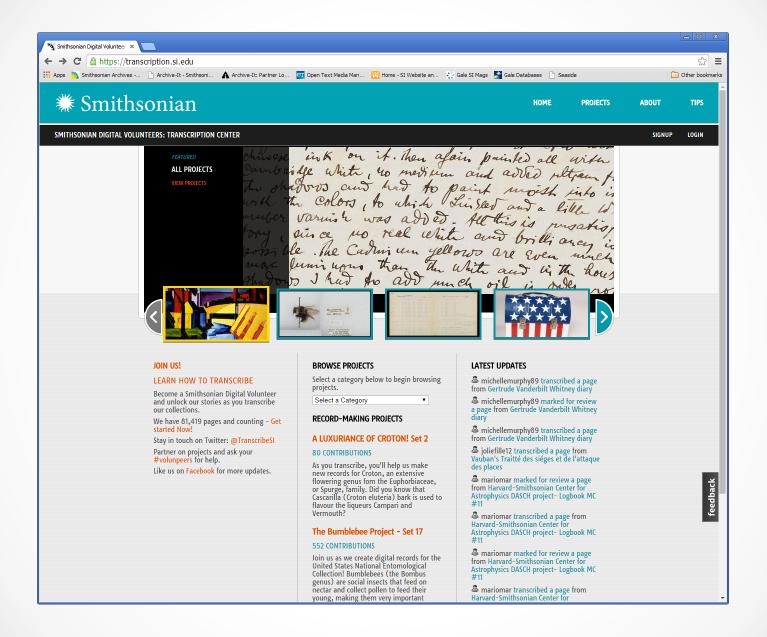
Dates: 2012

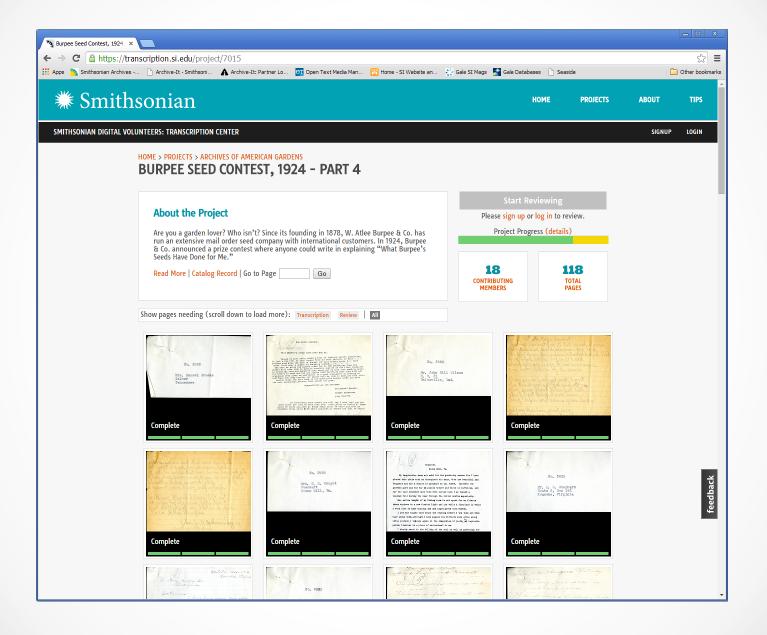
Quantity:



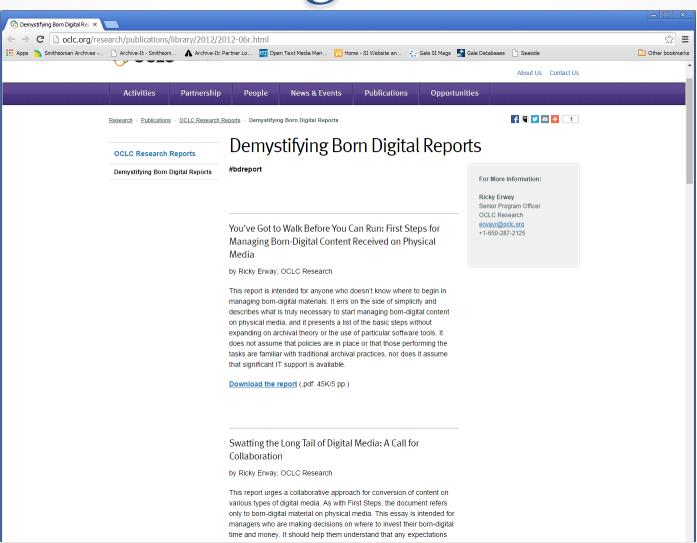
Hubert H. Humphrey, elected Vice President of the United States on Nov. 3, 1964,

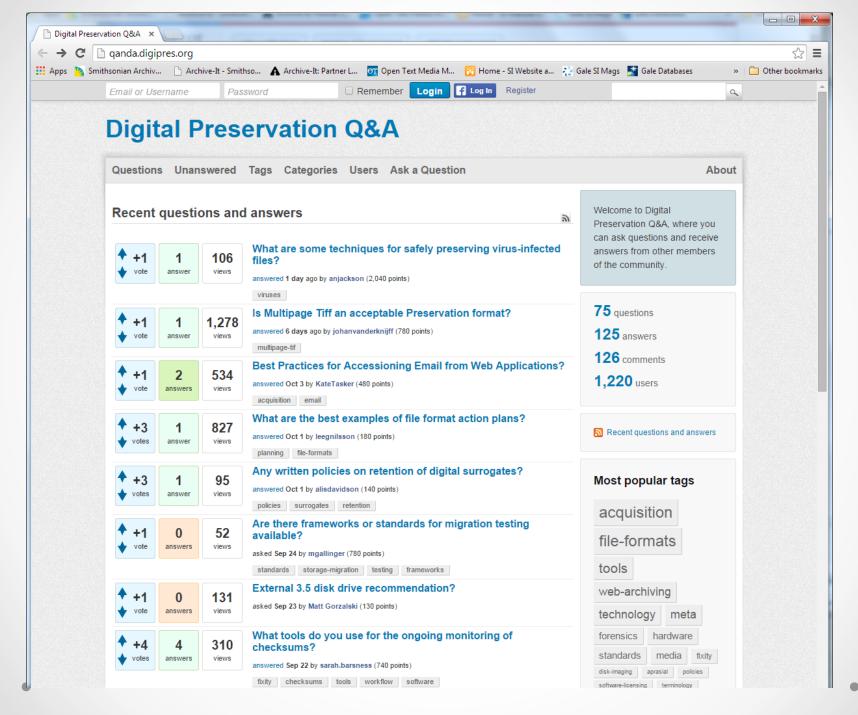






# Born Digital basics





### More information



Photo by Cory Doctorow Chicago Tribune elevator, Chicago, Ill. Creative Commons: Attribution-ShareAlike 2.0 Generic

- PSAP
- BitCurator
- BagIt
- Fixity tool
- Jhove
- Droid
- NDSA PDF/A 3 report
- BWF MetaEdit

### And more information



Photo by Cory Doctorow Chicago Tribune elevator, Chicago, Ill. Creative Commons: Attribution-ShareAlike 2.0 Generic

- ffmpeg
- MediaInfo
- MIT's FAÇADE
- The Art Institute of Chicago Digital Design Data report
- CERP
- ePADD
- Command line tutorial
- From Theory to Action: "Good Enough" Digital Preservation Solutions for Under-Resource Cultural Heritage Institutions --POWRR
- Digipres Commons



#### If this server is busy, you may want to visit the **Smithsonian mirror site** in California.

#### **Welcome**

A brief video clip of the Secretary welcomes you to the Web. Audio only is also available but requires software that can simultaneously run audio and visual information or an audio player. Links to an <u>Overview of Smithsonian Museums</u>, a description of <u>Navigating the Electronic Smithsonian</u>, a <u>search capability</u> to explore all aspects of the Institution, the <u>Encyclopedia Smithsonian</u> (answers to frequently asked questions about the Smithsonian and other topics), and information on <u>Planning a Visit to the Smithsonian</u> are available here as well.

#### **150th Anniversary**

This section contains a message from the Secretary of the Smithsonian Institution, both in text and audio, and an electronic "celebration" of the Institution's first 150 years. The "virtual" site of the 150th Anniversary, it is dedicated to both the history and future of the Smithsonian.

#### **What's New**

This section includes information on new and temporary exhibitions for most of the Smithsonian's museums and galleries and the National Zoo. It also includes new and recent additions to the Smithsonian Web Server. And a section which describes Electronic Smithsonian. Finally, press releases from the Smithsonian are available electronically.

# Thank you!

 Contact me at SchmitzfuhrigL@si.edu



Two young boys stand on the National Mall holding lunchboxes as they look at the north front of the Smithsonian Institution Building. -- Smithsonian Institution Archives