

DIGITAL PRESERVATION OUTREACH AND EDUCATION

Developed by the Library of Congress

Presented by the Indiana State Historic Records
Advisory Board in conjunction with the Indiana State
Library and Indiana Commission on Public Records

Volunteers and professionals responsible for
managing and preserving digital content
are invited to a free, day-long digital
preservation workshop at the Indiana State
Library on **May 31, 2012**. Learn valuable
knowledge on identifying, selecting, storing,
protecting and managing digital records.



REGISTER TODAY AT SHRAB.IN.GOV

SCHEDULE:

8:30-9:00 AM	Welcome/Introductions
9:00-9:50 AM	Identify: This session addresses the need to define the scope of organization's digital content and introduces attendees to the steps needed to prepare a basic inventory of digital content.
10:00-10:50 AM	Select: This session identifies common principles and outcomes associated with the process of selecting the digital content an organization is responsible for preserving.
11:00-11:50 AM	Store: This session introduces considerations for storing selected digital content in ways that align with good practice (e.g. multiple copies in at least two locations).
12:00-12:50 PM	Lunch (courtesy of the Indiana SHRAB)
1:00-1:50 PM	Protect: This session covers aspects of protecting digital content, including everyday concerns (e.g. controlling access to content, fixity of files through error checking) and emergency contingencies (e.g. business continuity, disaster planning).
2:00-2:50 PM	Manage: This session covers the essentials of program planning, implementation, and sustainability for the long-term management of digital content.
3:00-3:50 PM	Provide: This session considers concepts, roles, and challenges involved in making digital content accessible over time, as well as some very basic intellectual property considerations.
4:00-4:30 PM	Wrap-up/Evaluations