

NDSR Project Title **Digital Preservation Access and Education through the Public Library**

Project Summary Project will create a sustainable, public-focused lab, tools, and instruction for building public knowledge and skills around the complex and paralyzing problems of personal digital recordkeeping. The resident will gain practical knowledge in every area of the digital object lifecycle while developing digital preservation workstations for the DC Public Library (DCPL) Makerspace, instructions for basic best practice, and an outreach model in partnership with the Historical Society of Washington DC. The project will look at personal digital preservation as a means to build the Special Collections holdings at the library and produce a model for other public institutions.

- Specific Goals / Objectives*
- Develop recommendations for key digitization tools for a public digital preservation workstation as well as clear, public-minded instructions and best-practice guidelines
 - Create outreach models and programs to educate DCPL staff and the general public about the tools available from DCPL and personal digital preservation practices in partnership with the Historical Society of Washington DC
 - Blog regularly about research and experiences (both achievements and challenges) and create a final report so that others can learn from the project
 - Make preservation fun, approachable and relevant to the public as a means to document and preserve local history

- Timeframe & Deliverables*
- Months 1-3: Research**
- Meet with DCPL and Historical Society stakeholders, as well as members of the public to gather information about public digital preservation needs.
 - Research available tools (hardware, software, and other) for digital preservation within the framework of personal digital archiving, general public preservation needs, and usability.
- Months 4-6: Building and Testing**
- Recommend purchase of key digitization tools for a public digital preservation workstation.
 - Requested station components are purchased, installed, and tested.
 - Begin to develop clear, public-minded instructions and best-practice guidelines for preservation hardware and software use.
- Months 7-9: Digital Strategy Toolkit**
- Train DCPL staff on workstations use and instruction
 - Finalize training guides and best practice documentation for staff and public.
 - Create an outreach package for DC Public Library public services staff at all branches.
 - Begin to plan public outreach programs.
- Months 10-12:**
- Finalize and hosts public programs in partnership with the DC Historical Society.
 - Write a final report of accomplishments, challenges, and recommendations for project sustainability and future growth intended for publication or conference presentation

Project Deliverable

The Resident will work with DCPL staff to create digital public preservation stations, staff and patron guides for best practice and programs for educating the public about the tools and requirements of digital stewardship.



dc public library

*Resources
Required*

2 Mentors (Lauren Algee and Nicholas Kerelchuk); 1 Resident

DC Public Library will provide workspace and support to the resident in its central branch in downtown Washington, DC. The library will provide funding for software and hardware purchase as well as a stipend for the resident to attend conferences or other professional development opportunities. The project will require cooperation across the library, which will give the resident occasion to work with staff from departments including Special Collections, Digital Commons, IT, and Communications as well as project partner the Historical Society of Washington, DC.

Context

DC Public Library's role as the "people's university" for the District of Columbia—including hands-on digital skills education and Makerspaces, local history stewardship, and burgeoning digital preservation program—uniquely qualifies it to provide learning and actualization to the public in the area of personal digital archiving. While the knowledge and infrastructure for digital making and learning are in place at the library, it does not currently provide public tools for digitization or care of born-digital materials.

The project to create digitization and digital preservation stations in the DCPL Maker Labs will provide a resident with practical experience determining first-level preservation needs; assembling tools and building basic digital preservation capabilities in digital object identification, protection, and management; and distilling digital lifecycle and preservation concepts and best practices for a public audience.

The resident will partner with the Historical Society of Washington DC to promote personal digital stewardship and the preservation tools available at DC Public Library. The resident will shape the overall program concept, however possible ideas include traveling mini-workshops in the library's mobile Makerspace, a day-long public symposium, or outreach to smaller local cultural heritage institutions, such as neighborhood historical societies and house museums. The outreach programs may be planned in collaboration with other National Digital Stewardship Residents and Hosts.

*Required
Knowledge and
Skills of Residents*

- Knowledge of digital preservation best practices
- Enthusiasm for digital preservation outreach and education

*Preferred
Knowledge or
Experience of
Residents*

- Experience in public service or public outreach
 - Knowledge of digitization of various archival formats, including photographs, documents and audio visual materials
 - Knowledge of digital preservation practices including disk imaging
 - Knowledge of archival theory
 - High level of comfort installing hardware and software
-