InterPARES 3 Project

International Research on Permanent Authentic Records in Electronic Systems

TEAM Canada

Implementing Digital Records Preservation in Small and Medium-sized Archives

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InterPARES 3 Project

3rd International Symposium

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Goal of InterPARES 3

To **enable small and medium-sized** public and private **archival organizations and programs** (units within records creating organizations)— which are responsible for the digital records resulting from government, business, research, art and entertainment, social and/or community activities—**to preserve** over the long term **authentic records** that satisfy the requirements of their stakeholders and society's needs for an adequate record of its past.

Expected Products

- **Policies, strategies and procedures** for small archival organizations or programs, and **guidelines** for the records creators whose records fall under their responsibility.

- **Action plans** for the specific case studies carried out in the course of the Project.

- **Criteria to determine "most-at-risk" materials** e.g., checklist of age (date created, date last accessed), physical carrier, operating system, software used, equipment required and its availability, etc.

Expected Products (cont.)

- **Evaluation models for assessing the degree of success**, if any, of the chosen preservation action.

- **Cost-benefit models** for various types of archival organizations or programs and for various kinds of records and/or systems.

- **Ethical models** that identify and make explicit the consequences for individuals and society of types of preservation measures or lack thereof.

Expected Products (cont.)

- **Training and education modules** for preservers, professional associations and university programs; and **awareness and education modules for non-archivists**, and **a strategy for delivering them**.

- **Position papers** directed to key regulating, auditing and policy-making bodies, advocating the vital need of embedding planned digital preservation in the requirements they issue for the activities they regulate, audit or control.

Methodology (general)

Action Research

- Practical, collaborative, pragmatic research directed toward producing solutions that are **directly useful** to a group of people

- Research **subjects are co-participants** and stakeholders in the process

- We **jointly** define research objectives and goals, co-construct research questions, pool knowledge and **develop solutions** and performance tests that implement specific strategies

Methodology (general - cont.)

Action Research

Two distinct methods of research:

1. **Prototype development research**

2. **Ethnographic research**

Methodology (general - cont.)

Prototype development research

- **User-centered, collaborative** prototyping approach that explores the interplay between theory and practice

- **Proof-by-demonstration**

- Comprises three major **iterative** stages:
    1. concept building (which we have done)
    2. system building
    3. system evaluation

Methodology (general - cont.)

Ethnographic research

- Creators of records, their users and archivists form a community of practice—**the archival environment**—for which social interaction creates meaning and defines values

- Researchers place themselves within an archival environment to **gain the cultural perspective** of those responsible for records

- **Observation** of the environment with detailed description, extensive **interviewing and analysis** of the documents

Case and General Studies

- **Case studies** (3 types):
  1. Dealing with specific groups or types of **records**.
  2. Dealing with record/information **systems**.
  3. Dealing with **policies**.

- **General studies** (3 types):
  1. Studies carried out by **one TEAM or a group of TEAMs for the benefit of all** TEAMs (e.g., Annotated Bibliography of International Standards, E-mail Preservation)
  2. Studies in which **all TEAMs** take part (e.g., Terminology Database).
  3. Studies conducted by a TEAM that will prove **useful for that TEAM only** (e.g., Annotated Canadian Standards)
  4. Studies conducted by **a group of TEAMS for its own benefit** (e.g. Protocol Register)

3 Primary Components

1. **Research component**
(short-term and long-term projects, including case studies and general studies)

2. **Education and training component**
(in the context of research projects, apprenticeships, activities credited as part of coursework, etc.)

3. **Knowledge-mobilization component**
(workshops, seminars, colloquia, policy manuals and other publications, public lectures, etc., that meet the needs of both academic and community partners)

InterPARES 3 International Alliance

- **Teams:** TEAM (**T**heoretical **E**laboration into **A**rchival **M**anagement) Canada (including US); Africa; Brazil; Catalonia; China; Colombia; Italy; Korea; Netherlands /Belgium; Malaysia; Mexico; Norway; Singapore; Turkey; and UK/Ireland.

- **Director:** Luciana Duranti

- **Headquarters:** UBC - SLAIS (facilities provided by UBC)

- **Staff:** Project Director, Project Coordinator, Technological Coordinator, Administrative Assistant.

- **TEAM's Plenaries:** Twice a year each team meets.

- **Summits and Symposia:** Twice a year, each time hosted by a different country.

- **Networking:** One common Web site+individual TEAMs' sites

Composition of Each TEAM

- **Director**, principal investigator

- **Co-investigators** (individual academic and professional researchers)

- **Test-bed partners** (organizations that are the locus and subject of the research—the primary stakeholders)

- **Resource partners** (organizations that have an expertise in some part of the research content and share it providing regular input and feedback—they can be from the TEAM's country or foreign)

- **Collaborators** (individuals who have a special expertise in some parts of the research and will be called upon to contribute to the Project as needed)

- **Graduate Research Assistants** (students)

TEAM Canada Resource Partners

- Archives Association of BC (AABC)
- Association of Canadian Archivists (ACA)
- Canadian Conservation Institute (CCI)
- Canadian Council of Archives (CCA)
- DOCAM Research Alliance (Langlois Foundation)
- Electronic Records Archives (ERA), NARA
- Irving K. Barber Learning Centre, UBC
- Library and Archives Canada (LAC)
- Royal British Columbia Museum (including the BC Archives)
- School of Information at Chapel Hill (University of North Carolina

TEAM Canada Test-Bed Partners and Case Studies

- BC Institute of Technology
- Belkin Art Gallery Archives
- Canadian Tourism Commission
- City of Surrey
- City of Vancouver Archives
- City of Victoria Archives
- North Vancouver Museum and Archives
- Simon Fraser University Archives (Human Rights Office)
- UBC Alma Mater Society Archives
- UBC Archives (School of Music)
- UBC cIRcle Institutional Repository
- UBC Graduate School of Journalism
- University of Victoria Archives (Office of the University Secretary)
- Vancouver Police Department (Forensic Services Section)
- Vancouver School of Theology

General Studies (TEAM Canada)

- Canadian Standards Relevant to IP3
- Organizational Culture
- Open Source Records Management Software
- Metadata Applications Profiles
- Community Archives e-Records Assessment
- University IR/IRK Survey
- Records Management Policies and Procedures Template
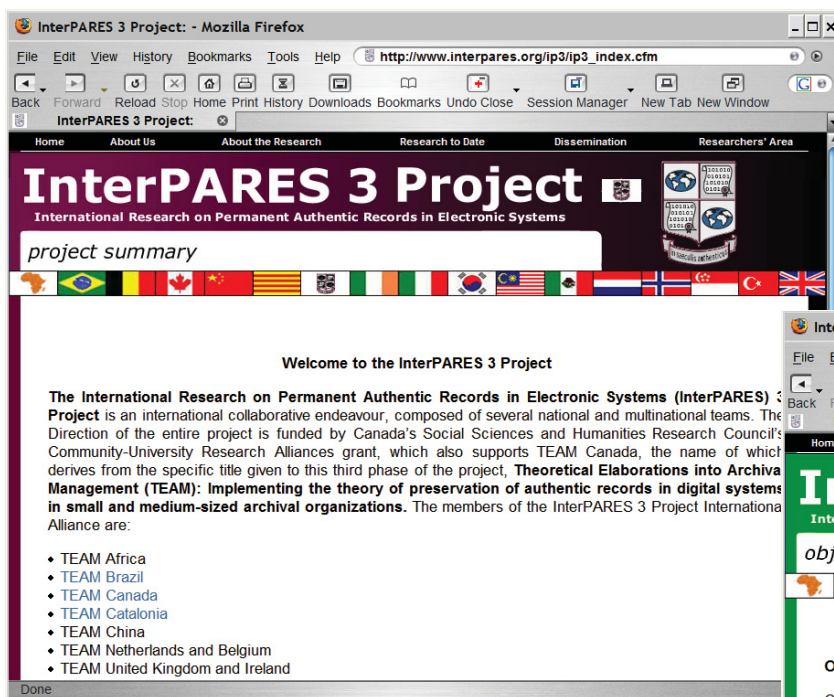- Cost-benefit Models
- Education Modules

General Studies (collaborations)

- E-mail Preservation (Italy)
- Web Site Preservation (Singapore)
- ECM (Turkey)
- XML (Korea)
- Web 2.0/Social Media (Canada and Turkey)
- Protocol Registry (Catalonia, Italy, Brazil)
- Terminology (International Alliance)
- Digital Preservation Projects (International Alliance)
- International Standards Relevant to IP3 (International Alliance)
- Bibliographic Database

InterPARES 3 Web Site

www.interpares.org

InterPARES Project
Luciana Duranti
Project Director