INF443 Digital Preservation

Session 3, 2017	**Faculty of Arts & Education**	**School of Information Studies**
Wagga Wagga Campus	**Online Mode**	

Subject overview

Digital information is inherently impermanent due to its dependence on rapidly changing technology. This subject will look closely at the preservation of digital objects - whether created via a digitisation program or for 'born digital' materials. It will provide an overview of digital preservation, including it history, concepts, challenges, politics, ethics and strategies and inform students of the various standards and practices being adopted around the world.

Learning objectives

On successful completion of this subject, students will

- be able to apply a body of knowledge to distinguish different digital objects from one another;
- be able to demonstrate knowledge of the preservation of digital information in all its forms including its history and development;
- be able to contribute to the evaluation, design and implementation of digital preservation programs in a wide range of organisational contexts.
- be able to apply the principles, ethics, ideas and strategies discussed throughout the subject to the development of models and systems for digital preservation; and
- be able to apply technical skills and knowledge to an audit of digital objects, evaluate the risks, set priorities and develop a digital preservation policy and plan for a specific organisational context;

Subject Content

This subject covers the following topics in 12 modules:

1. Setting the context
2. Media and software obsolescence
3. Key concepts and principles (1)
4. Key concepts and principles (2)
5. Strategies
6. Standards
7. File formats
8. Metadata to manage digital information
9. Storing digital resources
10. Managing digital preservation
11. Software tools
12. Big data

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Design and Evaluation

University regulations note that: 'A CSU (8 point) Subject should be designed with the expectation that students will normally spend between 140-160 hours engaged in the specified learning and assessment activities.

This equates to approximately 10 hours per week, with additional hours in the weeks up until assignment submission. In this subject there is an expectation that you will be engaged in reading/viewing/listening to subject materials, reading/participating in online activities (e.g., forums), planning, researching and completing assignments, and reflecting on your own learning. As an individual learner, the balance of time spent on these activities will be your choice. On average, it is expected that students will spend about 80 hours reading, viewing, listening to, and reflecting on subject materials, 30 hours reading/participating in forums, 40 hours preparing for and completing assignments, the latter assumes that you have already completed the reading of subject materials and forums leading up to the assignment.

This is only a guide. Students learn in different ways and at different rates and possess varied learning histories that influence the time required to engage with the learning and assessment activities associated with a subject.

Prescribed text(s)

There is no prescribed text book for this subject.

Required reading / resources

In studying this subject you are to read the links and readings supplied via your subject site and access resources and texts as indicated .The readings and resources have been included to supplement your study material and to further enhance your understanding and learning in this subject.

Assessment information

Pass Requirements

In order to achieve a passing grade in this subject, a student must (1) attain a minimum passing standard in the overall total mark; and (2) demonstrate achievement of other approved conditions or requirements. A minimum passing standard means 50 per cent of the available marks for the assessment item(s), unless otherwise stipulated.

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Grades
Grading scale

- **HD High Distinction**: an outstanding level of achievement in relation to the assessment process (85%-100%);
- **DI Distinction**: a high level of achievement in relation to the assessment process (75-84%);
- **CR Credit**: a better than satisfactory level of achievement in relation to the assessment process (65-74%);
- **PS Pass**: a satisfactory level of achievement in relation to the assessment process (50 64%);
- **FL Fail**: an unsatisfactory level of achievement in relation to the summative assessment process providing at least one summative assessment task has been assessed (0 49%).

Assessment Requirements

Assessment at CSU is criterion-referenced and standards-based where students' work is assessed against stated criteria that reflect the expected learning outcomes of the course and subject. Subjects that use a satisfactory/unsatisfactory grading scale will have this clearly identified within the Subject Outline.

Example of Assessment items **– to be confirmed**

Item number	Title	Type	Value
1	Report to the family	Assignment	40%
2	Digital repository report	Assignment	60%