

## Discussion 2 [October 8-21]

Are you repository-ready?

Using the [USC Digital Repository Planning Worksheet](#)

Download USC Digital Repository Planning Worksheet

[https://sjsu.instructure.com/courses/1612825/files/82948395/download?download\\_frd=1](https://sjsu.instructure.com/courses/1612825/files/82948395/download?download_frd=1)

(PDF) as a guide, discuss the strengths/weaknesses of your personal - or work - digital files/collections.

**NOTE:** Please read the [Discussion Expectations](#) and the [Discussion Participation Rubric](#) for information pertaining to postings and grading.

### Czarina Garcia (*She/Her*)

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Reply from Czarina Garcia

For this week's discussion, I delved deeper into a repository of roughly 150 independent documentary films for educators that an organization I frequently collaborate with has chosen to host on their website. After utilizing the USC Digital Repository Planning Worksheet, I realized that further updates are needed to create a more robust offering and ensure optimal accessibility for users interested in engaging with these films, and make this fully repository-ready. As discussed in the article *Preserving Authentic Digital Information* by Rothenberg, meaningful preservation means that future users can retrieve, access, view, interpret, decipher, understand, and experience digital content in valid and authentic ways. An entity that is not usable is not truly preserved.

Regarding the structure of the repository, the only options provided for users to view the content are through purchasing a physical DVD or renting the movie file. The metadata available includes the film's title, director and/or producer, genre, year, film subject ethnic group, synopsis, subjects, and run time, along with a single selected film still for each title. This information is displayed on its respective page, accessible by clicking on its thumbnail and title from the main landing page for education-oriented films. The four primary categories—Genre, Country, Subject, and Ethnicity—serve as filters to help organize and distinguish the titles from one another.

While users can identify baseline characteristics of each film, checklist categories in the USC Digital Repository Worksheet, such as file management, storage, access, and

cost, could be enhanced by including more detailed metadata that explains how the files are stored and organized, its transformation trail, their formats, authenticity, and methods for online viewing access. Currently, access is limited unless one orders or purchases a physical copy or rents the file. To my understanding, the costs associated with maintaining the titles on the website are minimal and are only addressed when major technical glitches arise, which occur infrequently.

Emerging issues include the fact that the technical infrastructure hosting the website has become outdated after over a decade of using the same service. This has led to challenges in ensuring the repository runs smoothly and provides a seamless user interface. As a preservation strategy, a migration is necessary. The digital objects (i.e. movie titles) in the current repository need to be transitioned to a platform that can be understood by different interpreters and remains intelligible. Additionally, as Rothenberg suggests, this would help sustain the "authenticity" of the digital objects, fulfilling their intended or required uses, which can vary across disciplines and evolve over time.

The transition to a new web hosting service will prompt the team to reevaluate the types of digital objects that need preservation, alongside identifying essential characteristics and user requirements relevant to the present day, which have shifted since the website was originally conceived. Implementing updated institutional policies will be crucial in this process.

Moreover, enabling users to verify authenticity and associated information will be beneficial during the migration of digital objects or media files. Understanding the integrity and reliability of the representation and usability of these digital assets is vital for the new iteration of this repository. Employing fixity-checking methods, such as checksums or cyclical redundancy checks, is ideal for confirming that data transfers are successful during the migration, as part of our preservation efforts.

## References

Rothenberg, J. (2000). Preserving authentic digital information. In *Authenticity in a digital environment* (92). Council on Library and Information Resources.  
<http://www.clir.org/pubs/reports/pub92/rothenberg/>