Seeing the Light of Day - at the end of the tunnel?

Archives as solution, not problem

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Collections Development Manager
The ADS: Who we are and what we do

- Founded 1996
- Department of Archaeology, University of York
- Collections
  - 1,100,000 metadata records
  - 40,000+ unpublished fieldwork reports
  - C.1000 rich archives
- Guides to Good Practice
- DPC Decennial Award 2012

December 2010: Transnational Access Summer Schools

December 2010: The ADS website will be making a number of new features available. A next iteration of the site will include a new version of the ADS search engine, which will be launched in the coming weeks. The new search engine will be more powerful and will allow users to search for data by keyword, location, and other criteria. The ADS is also working on developing new tools for data visualization, which will make it easier for researchers to explore and analyze data. A number of new functionalities will be added to the site in the coming months, including a new feature that will allow users to download data in various formats.
Overview

• Current practice – OASIS and archives
• Resources and potential benefits
• Issues to be resolved
• Agenda setting and future vision
## Current practice – OASIS and archives

### Digital Archiving with the ADS

<table>
<thead>
<tr>
<th>What is the agreed archive for the project?</th>
<th>What mechanism should be used to archive it?</th>
<th>How do I estimate the cost?</th>
<th>Notes and requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>A grey literature report of an historic environment event</td>
<td>OASIS</td>
<td>Free</td>
<td>A zipped package of images may be uploaded to OASIS. This MUST include the ADS images metadata spreadsheet.</td>
</tr>
<tr>
<td>Report and up to 50 images of the site/building recording</td>
<td>OASIS</td>
<td>£40 + VAT</td>
<td>Up to 10ha of geophysics data can be submitted using ADS-easy. The semi-automated ingest process means that the cost is lower than that of the standard ADS archiving procedure.</td>
</tr>
<tr>
<td>Raw + processed geophysics data and associated files for a single project up to a combined area of 30ha.</td>
<td>ADS-easy</td>
<td>Use the <a href="#">ADS-easy costing calculator</a></td>
<td></td>
</tr>
<tr>
<td>Raw + processed geophysics data and associated files for a single project over a combined area of 200ha</td>
<td>ADS-easy</td>
<td>Contact ADS <a href="#">Collections Development Manager</a> for a quote</td>
<td>Costs are calculated per 1ha unit (rounded up to the nearest hectare).</td>
</tr>
<tr>
<td>Archives of up to 300 files of a standard type</td>
<td>ADS-easy</td>
<td>Use the <a href="#">ADS-easy costing calculator</a></td>
<td>The semi-automated ingest process means that the cost is lower than that of the standard ADS archiving procedure.</td>
</tr>
<tr>
<td>Archives of up to 300 files including images and other data types not covered by ADS-easy (e.g. Laser scanning and Photogrammetry)</td>
<td>ADS-easy</td>
<td>Contact ADS <a href="#">Collections Development Manager</a> for a quote</td>
<td>Please contact ADS <a href="#">Collections Development Manager</a> for a quote</td>
</tr>
<tr>
<td>Larger archives or archives requiring specially designed interfaces</td>
<td>ADS-easy</td>
<td>Contact ADS <a href="#">Collections Development Manager</a> for a quote</td>
<td>Please contact ADS <a href="#">Collections Development Manager</a> for a quote</td>
</tr>
</tbody>
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Details correct as of 1st May 2017

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Current practice – OASIS and archives

Pitching archives as a solution, not a problem

...can you have your eyes on the prize, with a nose to the grindstone?
‘CD inna box’: Southampton Museums

Benefits

• Digital preservation
• Showcase for museum holdings
• Burden of access requests can be eased by self-service

Value demonstrated and money saved
Birkham Wood, Knaresborough
Archaeological Excavation and Survey

November 1990

West Yorkshire Archaeology Service

Evidence
EARTHWORK
LINEAR SYSTEM (Medieval to 19th Century - 1066 AD? to 1900 AD?)

Description and Sources

Description
Fieldwork on a bank and ditch on the edge of the wood, prior to road construction, suggested the features were contemporary, though the dating is highly speculative. The work also identified a possible larger system of related earthworks extending into the woods (1)

Sources

Location
National Grid Reference
SE 35758 54947 (point) SE35SE Point
Administrative Areas
Civil Parish Plompton [6108]; Harrogate Address/Historic Names - None recorded
Benefits

Staff time saved by no longer needing to:
• check copyright / permission to disseminate on a case-by-case basis
• copy / scan then email / post reports
• help visitors find paper reports
Also:
• Report retrieval time via the HER is almost instantaneous for files held by the ADS
• Future maintenance of this system will be minimal as each report has a DOI

Discussion point: are there other potential instances of time/money saving?
Implementation

Guidelines for the Deposition of Archaeological Digital Archives to Museums Worcestershire

Museums Worcestershire

Museums Worcestershire is a joint museum service that manages the collections and museum sites of Worcestershire County Council and Worcestershire City Council. The service looks after four buildings: Worcester City Art Gallery and Museum, The Commandery, Worcestershire County Museum at Hartlebury Castle and the Museums Collections Store. The joint collections include archaeology, social history, fine art, decorative arts, ethnology, numismatics, natural history, geology and costume.

Associated Guidelines

This document should be read in conjunction with either the Guidelines for Deposition of Archaeological Digital Archives into the Worcestershire County Museum Collection or The Guidelines for Deposition of Archaeological Archives into the Worcestershire City Museum Collection depending upon whether your brief was issued by Worcester City Council or Worcestershire County Council.

Archaeological Archives

Archaeological archives are understood to be made up of all parts of the archaeological record including the finds and digital records as well as the written, drawn, and photographic documentation (Brown, 2007 after Perlin, 2002). It is the intention of Museums Worcestershire that digital archives should be afforded the same protection as the finds and paper archive, that they should be preserved, properly managed and be widely disseminated.

Digital archives

Digital material comprises all born-digital material including text, data, drawings, 3D models, photographs, video, as well as files generated from digitised material, such as data entered from pro-formas and scanned images or text. Examples of file types are CAD files, databases, digital aerial photograph interpretations, excavation archives, geophysical and other survey data, GIS files, images, satellite imagery, spreadsheets, text files and 3D data (Brown, 2007)

Deposition of Digital Archives

Transfer and short term storage media, including CD ROMs, data sticks or flash drives, DVDs, floppy disk, hard discs and magnetic tape, are not suitable for the long term preservation of the digital archive. Digital archives should be deposited in a digital repository, catalogued, managed, preserved, and disseminated to the widest possible audience.

Museums that are not specialist digital media repositories are advised to ensure that their digital archives are stored in trusted digital repositories (Brown, 2007) Therefore, Museums Worcestershire is working in partnership with Archaeology Data Service (ADS). From April 2013, all briefs for archaeological work issued by Worcestershire County Council or Worcestershire City Council will include a condition requiring digital archives to be deposited with ADS.

What constitutes a ‘good’ digital archive?

• Brief
• WSI
• Museum Deposition
• Regional statement of good practice
Implementation Issues

- Content and completeness
- Skills
- Quality
- Disconnections
- Costs / application
Current Practice: what we don’t do

The ADS does not operate like a traditional local archive or museum. We do not for example:

• Make value judgements on archive content and completeness
  • We’re not local – how would we know?
• Participate in the development management process
• Set standards*
• Enforce or chase archives

* but we do like to talk about best practice!
The future: agenda setting and vision

• A step back: what are we *making*?
  • Born digital vs digitised
    • Question: should you be investing in digitisation when you could be investing in going digital?
• *Why* are we doing it?
• Can we create a *sustainable* framework?
Looking at increasing impact, the PUBLICAN project
http://intarch.ac.uk/projects/publican/
Please take our survey!

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