SELECTED RESOURCES

Journal Articles and Other Works

AIMS Working Group. 2012. *AIMS Born-Digital Collections: An Inter-Institutional Model for Stewardship.* http://www2.lib.virginia.edu/aims/whitepaper/AIMS_final_text.pdf

Authenticity Task Force. "Appendix 2: Requirements for Assessing and Maintaining the Authenticity of Electronic Records." In *The Long-Term Preservation of Authentic Electronic Records: Findings of the InterPARES Project*, by the International Research on Permanent Authentic Records in Electronic Systems (InterPARES Project), March 2002. http://www.interpares.org/book/interpares_book_k_app02.pdf

Bentley Historical Library. "Sustainable Formats and Conversion Strategies at the Bentley Historical Library." November 9, 2011. http://bentley.umich.edu/dchome/resources/BHL_PreservationStrategies_v01.pdf

Bradley, Kevin. "Defining Digital Sustainability." *Library Trends* 56, no.1 (2007): 148–63.

Carroll, Laura, Erika Farr, Peter Hornsby, and Ben Ranker. "A Comprehensive Approach to Born-Digital Archives." *Archivaria* 72 (Fall 2011): 61–92.

City of Vanvouver Archives. "City of Vanvouver Digital Archives System Workflow v.1 (Fall 2010)." http://artefactual.com/wiki/images/4/40/COV_Digital_Archives_System_Workflow_v1.pdf

Cunningham, Adrian. "Good Digital Records Don't Just 'Happen': Embedding Recordkeeping as an Organic Component of Business Processes and Systems." *Archivaria* 71 (Spring 2011): 21–34.

Davis, Susan E. "Electronic Records Planning in 'Collecting' Repositories." *American Archivist* 71 (Spring/Summer 2008): 167–89.

Dooley, Jackie, and Katherine Luce. *Taking Our Pulse: The OCLC Research Survey of Special Collections and Archives.* Dublin, OH: OCLC Research, 2010. http://www.oclc.org/research/publications/library/2010/2010-11.pdf

Dow, Elizabeth H. *Electronic Records in the Manuscript Repository.* Lanham, Maryland: Scarecrow Press, 2009.

Erway, Ricky. "Defining 'Born Digital'." OCLC Research, November 2010. www.oclc.org/research/activities/hiddencollections/borndigital.pdf

Ferguson-Boucher, Kirsten, and Nicole Convery. "Storing Information in the Cloud—A Research Project." *Journal of the Society of Archivists* 32, no. 2 (October 2011): 221–39.

Forstrom, Michael. "Managing Electronic Records in Manuscript Collections: A Case Study from the Beinecke Rare Book and Manuscript Library." *American Archivist* 72, no. 2 (2009): 460–77.

Fyffe, Richard, Deborah Ludwig, and Beth Forrest Warner. "Digital Preservation in Action: Toward a Campus-wide Program." Research Bulletin, Vol. 2005, Issue 19, September 13, 2005. Boulder, CO: EDUCAUSE Center for Applied Research, 2005. http://net.educause.edu/ir/library/pdf/ERB0519.pdf

Gehring, Cynthia, Judith Borreson Caruso, and David A. Gift. "Electronic Records Management: Today's High Stakes." Research Bulletin 8, 2010. Boulder, CO: EDUCAUSE Center for Applied Research, 2010. http://net.educause.edu/ir/library/pdf/ERB1008.pdf

Goldman, Ben. "Bridging the Gap: Taking Practical Steps Toward Managing Born-Digital Collections in Manuscript Repositories." *RBM: A Journal of Rare Books, Manuscripts, and Cultural Heritage* 12, no. 1 (Spring 2011): 11–24. http://rbm.acrl.org/content/12/1/11.full.pdf+html

Keough, Brian, and Mark Wolfe. "Moving the Archivist Closer to the Creator: Implementing Integrated Archival Policies for Born Digital Photography at Colleges and Universities." *Journal of Archival Organization* 10, no. 1 (2012): 69–83.

Kiehne, Thomas, Vivian Spoliansky, and Catherine Stollar, "From Floppies to Repository: A Transition of Bits." A Case Study in Preserving the Michael Joyce Digital Papers at the Harry Ransom Center. May 2005. https://pacer.ischool.utexas.edu/handle/2081/941

Kirschenbaum, Matthew, Richard Ovendon, and Gabriela Redwine. *Digital Forensics and Born-Digital Content in Cultural Heritage Collections*. Washington, DC: Council on Library and Information Resources, December 2010. http://www.clir.org/pubs/reports/pub149/pub149.pdf

Kussman, Carol. (2012). "Checksum Verification Tools: Guest Post by Carol Kussmann." Practical E-Records blog. http://e-records.chrisprom.com/checksum-verification-tools/

Lee, Christopher A., et al. "Bitcurator: Tools and Techniques for Digital Forensics in Collecting Institutions." *D-Lib Magazine* 18 no. 5/6 (May/June 2012). http://www.dlib.org/dlib/may12/lee/05lee.html

Minnesota Historical Society. "Electronic Records Management Guidelines." http://www.mnhs.org/preserve/records/electronicrecords/erguidelinestoc.html

Mumma, Courtney, Glenn Dingwall, and Sue Bigelow. "A First Look at the Acquisition and Appraisal of the 2010 Olympic and Paralympic Winter Games Fonds: or, SELECT * FROM VANOC_Records AS Archives WHERE Value="true";" *Archivaria* 72 (Fall 2011): 92–122.

O'Meara, Erin, and Meg Tuomala. "Finding Balance Between Archival Principles and Real-Life Practices in an Institutional Repository." *Archivaria* 73 (Spring 2012): 81–103.

PARADIGM. *Workbook on Digital Private Papers*. http://www.paradigm.ac.uk/workbook/index.html

Pearce-Moses, Richard. "An Arizona Model for Preservation and Access of Web Documents." *Dttp: Documents to the People* 33, no. 1 (Spring 2005): 17–24. http://www.azlibrary.gov/diggovt/documents/pdf/AzModel.pdf

Pearce-Moses, Richard. "Janus in Cyberspace: Archives on the Threshold of the Digital Era." *The American Archivist* 70 no. 1 (2007): 13–22.

Prom, Christopher. "Simple E-Records Preservation and Accesss Plan." Practical E-Records blog. http://e-records.chrisprom.com/recommendations/supported-formats/simple-e-records-preservation-and-access-plan/

———. "The Practical E-Records Method." Practical E-Records blog. http://e-records.chrisprom.com/recommendations/

———. "Making Digital Curation a Systematic Institutional Function." *The International Journal of Digital Curation* 1, no. 6 (2011): 139–52. http://www.ijdc.net/index.php/ijdc/article/view/169

Special Issue on Special Collections and Archives in the Digital Age. *Research Library Issues: A Quaerterly Report from ARL, CNI, and SPARC,* no. 279 (June 2012) http://publications.arl.org/rli279/

Society of American Archivists Campus Case Studies. (All). http://www2.archivists.org/publications/epubs/Campus-Case-Studies

Thomas, Susan, and Janette Martin. "Using the Papers of Contemporary British Politicians as a Testbed for the Preservation of Digital Personal Archives." *Journal of the Society of Archivists* 27, no.1 (2006): 29–56.

Thomas, Susan, Renhard Gittens, Janette Martin, and Fran Baker. "Paradigm: Workbook on Personal Digital Archives." Oxford: Bodleian Library, 2007. http://www.paradigm.ac.uk/workbook/index.html

Web Tools

ABC Amber Outlook Convertor (email conversion)
http://www.processtext.com/abcoutlk.html

Aid4Mail2 (email conversion)
http://www.aid4mail.com/

Archive-It Web Archiving Service
http://www.archive-it.org/

Archivematica
http://archivematica.org

BitCurator Tool
http://www.bitcurator.net/

California Digital Library's Web Archiving Service
http://webarchives.cdlib.org/

Catweasel
http://www.jschoenfeld.com/products/catweasel_e.htm

Chronopolis (digital preservation network)
http://chronopolis.sdsc.edu/

Curator's Workbench (Ingest and description tool)
http://www.lib.unc.edu/blogs/cdr/index.php/2010/12/01/announcing-the-curators-workbench/

DROID (Digital Record Object Identification)
http://sourceforge.net/projects/droid/

Duke DataAccessioner (Ingest tool)
http://library.duke.edu/uarchives/about/tools/data-accessioner.html

FITS (File Information Tool Set)
http://code.google.com/p/fits

Forensic Toolkit Imager
http://accessdata.com/support/adownloads

Hosted Open Repository (DSpace-based commercial hosted solution)
http://www.openrepository.com

HTTrack (local website copying app)
http://www.httrack.com

Isilon (commercial storage platform)
http://www.isilon.com

L.I.F.E. (Life Cycle Information for E-Literature
http://www.life.ac.uk/

OnBase (commercial enterprise content management system)
http://www.hyland.com/onbase-and-ecm.aspx

Practical E-Records software and tools for archivists
http://e-records.chrisprom.com/resources/software/

QuickView Plus (view and appraise files without opening them)
http://www.avantstar.com/metro/home/products/quickviewplusstandardedition

SobekCM
http://ufdc.ufl.edu/sobekcm

YouSendIt (online file sharing software)
https://www.yousendit.com/

Note: All URLs accessed July 18, 2012.