



**FACULTY OF INFORMATION MANAGEMENT
MARA UNIVERSITY OF TECHNOLOGY**

Bachelor of Science in Information Management
(IM 245)

MANAGING OF AUDIO VISUAL RECORDS AND ARCHIVES
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“Digital preservation of audio, video and film”

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“Digital heritage material preservation in Botswana: problems and prospects”

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Kalusopa, T., & Zulu, S. (2009). Digital heritage material preservation in Botswana: problems and prospects. *Collection Building*, 28(3), 98-107. doi: 10.1108/01604950910971125

Wright, R. (2004). Digital preservation of audio, video and film. *VINE: The Journal of Information and Knowledge Management Systems* 34(2), 71-76. doi: 10.1108/03055720410550869

Abstract

These papers focused about the preservation of audiovisual materials. Audiovisual material included audiotapes, videotapes, motion picture, photograph, CDs, DVDs and films. Audiovisual can also be considered as heritage materials that require special attention. This is because the record is at risk, as the recordings are deteriorating or on obsolete formats. In both papers that had been reviewed, method that was used to preserve the audiovisual was digitization. The discussions were covered about the problems arises regarding digitization process, recommendations for those problems and a way to increase the quality of digitization for preserve AV materials (Presto Project).

Introduction

Digitization is the process of converting an object, image, sound or document into a digital format. Normally, audiovisual material present in form of analog and not digital. In order to preserve that material and easily access by public, method of digitization is chosen. Digital material preservation is a way of preserving information materials which refers to digital surrogates. According to Digital Preservation Coalition (DPC), 2002, “digital preservation” refers to two major categories based on the principle of how the process by which digital materials came into existence or were created. Besides, according to DPC, 2002, the meaning of “born digital” refers to materials which were not intended to have an analog equivalent, either as the originating source as a result of conversion to analog while creating digital files by scanning or converting analog materials refers to “made digital” that the resulting of digital copy are classed as a digital material.

Actually, the terms of digital preservation and digital archiving are often thought to be same meaning and therefore used interchangeably. However, the definitions are different based on two fundamentals. For the first definition that according to DPC, 2002, digital preservation actually refers to series of adopted management activities necessary to ensure a continued access to digital materials for as long as needed while digital archiving referred to the process of creating backup for long term preservation. Meanwhile, according to Hedstrom, 1995, there are two requirements of digital preservation’s perspective. There are from users of digital materials and the other one is view from libraries, archives and other custodians.