

**TAPE workshop on the curation and preservation of audiovisual collections**  
University of Glasgow Monday 12th - Friday 16th May 2008

Please note this is a preliminary programme so details may change before May

|                  | 9:00-10:30  | 10:30-11:00 | 11:00-12:30  | 12:30-13:30 | 13:30-15:00   | 15:00-15:30 | 15:30-17:00   |   |
|------------------|---|-------------|--|-------------|---|-------------|---|---|
| <b>Monday</b>    | Registration (from 9:30)<br>Welcome<br>Overview of workshop<br><br><b>Seamus Ross</b> | COFFEE      | Preservation overview:<br>film<br><br><b>Elif Rongen-Kaynakci</b>  | LUNCH       | Preservation overview:<br>audio<br><br><b>Will Prentice</b>       | COFFEE      | Preservation overview:<br>TV & video<br><br><b>Catherine Lacken</b> | Welcome drinks<br>reception & tour<br><b>18:00-19:30</b><br><br><b>BBC Scotland</b> |
| <b>Tuesday</b>   | Managing film<br>collections<br><br><b>Elif Rongen-Kaynakci</b>                       | COFFEE      | Audio digitisation<br><br><b>Will Prentice</b>                     | LUNCH       | Managing digital assets<br><br><b>Catherine Lacken</b>            | COFFEE      | Cost models and<br>business cases<br><br><b>Matthew Addis</b>       | Conference dinner at<br>Babbity Bowers<br><b>19:30</b>                              |
| <b>Wednesday</b> | <b>PARALLEL VISIT TO SCOTTISH SCREEN ARCHIVE / OUTSOURCING WORKSHOP</b>               |             |  |             |   |             |   |   |
|                  | Film restoration workshop<br><br><b>Alan Russell</b>                                  |             |  | LUNCH       | Outsourcing workshop<br><br><b>Peter Findlay and Simon Factor</b> |             |   |   |
| <b>Thursday</b>  | Digital business models<br><br><b>Simon Factor</b>                                    | COFFEE      | Developing a preservation<br>strategy<br><br><b>Richard Wright</b> | LUNCH       | Preservation<br>approaches<br><br><b>Charles Fairall</b>          | COFFEE      | Storage and repositories<br><br><b>Giorgio Dimino</b>               |   |
| <b>Friday</b>    | Metadata and<br>documentation<br><br><b>Giorgio Dimino</b>                            | COFFEE      | Access and reuse<br><br><b>Charles Fairall</b>                     | LUNCH       | Audiovisual support<br><br><b>Richard Wright</b>                  | COFFEE      | Wrap-up / panel session<br><br><b>All</b>                           |   |

**Preservation overview: film**

This session will provide an overview of film curation and preservation, considering issues such as carrier composition, recording principles, life expectancy, formats and equipment obsolescence, and passive preservation techniques.

**Preservation overview: audio**

This session will provide an overview of the principles and practice of audio preservation, considering issues such as carrier composition, recording principles, life expectancy, system obsolescence, and passive preservation techniques.

**Preservation overview: TV & video**

This session will provide an overview of TV & Video curation and preservation, considering issues such as carrier composition, life expectancy, formats and equipment obsolescence, passive preservation techniques and issues related to preservation when moving from the analogue to the digital domain.

**Managing film collections**

In this session Elif Rongen-Kaynakci will draw on her work at the Nederlands Filmmuseum to discuss the role of the film curator. She will specifically address collection building and selection policies as well as reusing collections and creating new contexts for the archival image.

**Audio digitisation**

This session will provide an overview of audio digitisation covering selection strategies, choosing appropriate hardware and software, managing workflow, adherence to standards and quality control.

**Managing digital assets**

Catherine Lacken will draw on her work as Head of the TV Production Archive at Südwestrundfunk to discuss managing digital assets. She'll consider the digital lifecycle from creation to dissemination, picking up on issues such as developing policies, maintaining authenticity and rights management.

**Cost models and business cases**

Matthew Addis will draw on his experience on digital storage and access projects such as PrestoSpace, AVATAR-m and eCHASE to discuss how realistic costs can be identified and how money invested can be used most effectively. This discussion of cost models will feed into guidelines on developing a robust business case.

**Film restoration workshop**

Alan Russell, Preservation Officer at Scottish Screen Archive, will provide a case study on digital restoration of moving images based on the Archive's experience of working with Diamant restoration software. He will discuss issues such as management and resourcing, ethics and the practicalities of undertaking specific restoration projects. The visit will also include a tour of the Archive.

**Outsourcing workshop - TBC**

**Digital business models - TBC**

**Developing a preservation strategy**

This session will give practical guidance on developing a preservation plan, from how to identify what is in your holdings and at most risk of loss, through to prioritising work and ensuring sustainability. The work of projects such as PrestoSpace and specific tools developed to assist in planning preservation work will also be profiled.

**Preservation approaches**

Charles Fairall will discuss various examples of preservation activity within the BFI National Archive, exploring the diversity of challenges associated with fragile historic artefacts, physical decomposition and technology/format obsolescence. Examples will be drawn from the BFI to give an indication of the resources needed and how preservation work can be managed.

**Storage and repositories**

This session will consider storage technologies, environmental conditions, and options for different budgets ranging from simple systems to a Digital Mass Store. The processes involved in managing repositories such as policy setting and maintaining security will also be discussed.

**Metadata and documentation**

Giorgio Dimino will introduce various metadata standards to consider how they enable content to be retrieved. He will also speak about interoperability of standards, automated metadata, and the available tools and systems to help small archives open up their collections.

**Access and reuse**

Charles Fairall will consider how curators can increase access to collections and promote reuse. He'll discuss improving search and retrieval to boost visibility and will also consider ways in which collections can be reused to introduce them to new audiences.

**Audiovisual support**

This session will consider the support available for audiovisual curators in terms of advisory services, training, open source developments, tools and research outputs. References will be provided so delegates can continue to draw on this support.