

Outsource vs. DIY: Straddling the Border between Using Vendors and In-House Data Extraction

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Abstract: In reviewing Baker Library Special Collection's various storage media within current collections and while forecasting future collections, it has become apparent that the library has materials that are at-risk of being lost because they exist on obsolete media formats (i.e., floppy disks). This poster outlines the library's decision-making process in selecting between contracting an appropriate vendor to extract the data, at a cost undetermined until after work has begun, or investing in the hardware and software required to establish a forensic workstation, or a combination of both options. Included will be considerations of returns on investment, issues of data transfer effectiveness as well as gaps in vendor knowledge of archiving principles, such as the OAIS functional model and checksums. It will also explain the reasons behind the Library's chosen option of creating an in-house digital forensic workstation, along with the challenges involved in creating such a workstation from decision-making and installation to implementation and use.

About the author:

Tessa Beers is a Processing Archivist at Baker Library Historical Collections at Harvard Business School since 2011. She processes Venture Capital records, 21st Century collections, Oral Histories, and born-digital materials. Tessa earned her Master of Science in Library Science degree with a concentration in archives and records management from the University of North Carolina at Chapel Hill's School of Information and Library Science.