

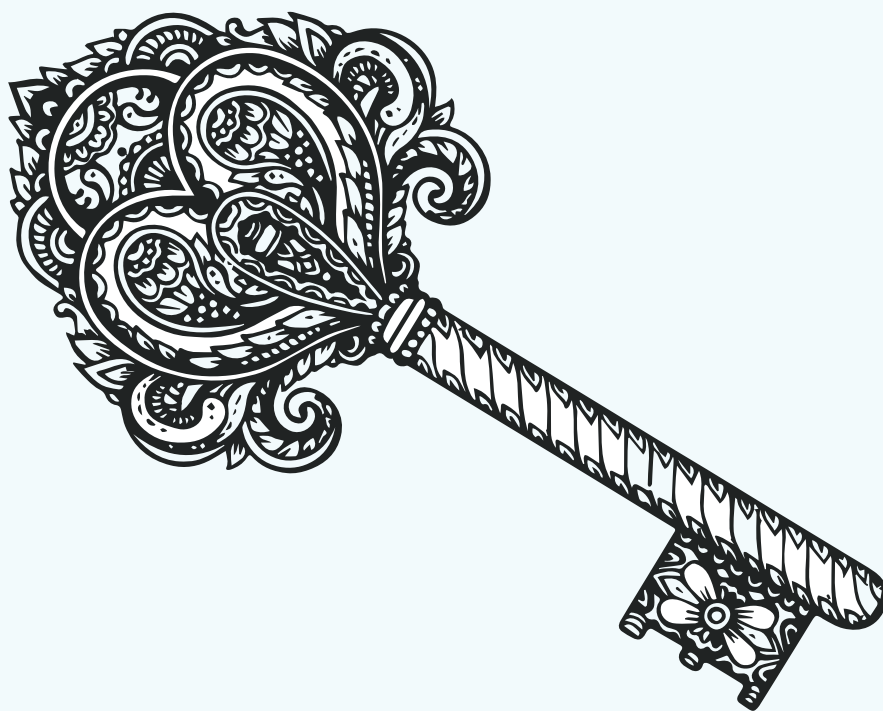
Hand-BOOK
OF THE MODERN DEVELOPMENT SPECIALIST



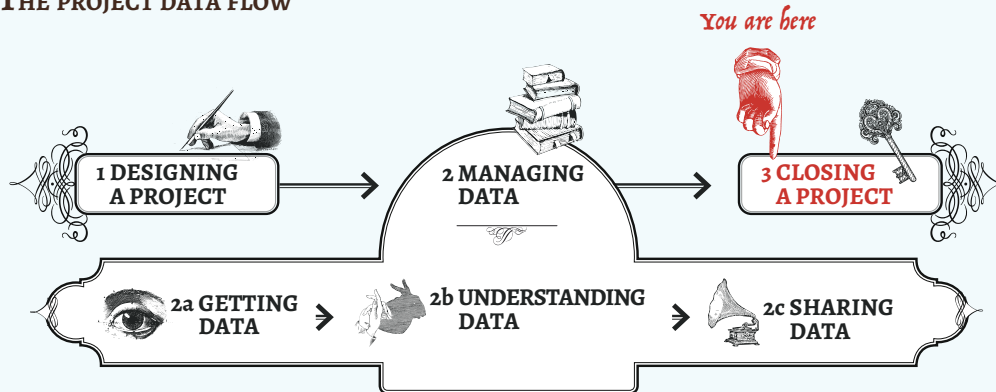
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CLOSING A PROJECT

ARCHIVING AND PRESERVATION OF CONTENT



THE PROJECT DATA FLOW



TARGET AUDIENCE

Project managers who are coming towards the end of a project.

WHEN MIGHT THIS CHAPTER BE USEFUL?

When you're approaching the end of the project, but still have a little time left on it for some final decisions around archiving and preservation of content.

CONTENT SUMMARY

This chapter addresses an oft-forgotten part of the project: the end of it. Too often, the data that is produced during a project is left to one side during the rush of ending a project, but in this section we suggest that deciding what to do with the data after it has served its purpose is an integral part of the project design process.

To plan for project closure, start by thinking through the types of data you have, and where it all lives. Then you can decide what to do with it; whether that is *disposing of it* (and making sure that that is really the right decision for you, and that the data isn't being used by others) - or working out a responsible way of *archiving* your data. Preserving your information has the potential to be used by others, as well as bringing historical value.

If the data in question is very large, substantial data infrastructure may well need to be in place to support it being archived. If this is too much of a technical burden, then some potential partners for archiving your data are suggested here to make this process a little easier.

Though it might be easy to forget, what happens to the data at the end of a project can make a huge difference to how the project is referenced, how its legacy lives on (to inform other projects, or not) - and, most crucially, to how the people referenced in the data are treated.

USEFUL RESOURCES

Archivists' Guide to Archiving Video (WITNESS)

<http://archiveguide.witness.org/> and a video on this topic <http://blog.witness.org/2014/10/video-series-archiving-and-preservation-activists/>

New Tactics online discussion on archiving for human rights advocacy, justice and memory <https://www.newtactics.org/conversation/archiving-human-rights-advocacy-justice-and-memory>

The Open Society Archives
<http://www.osaarchivum.org/>

Duke University Human Rights Archive
<http://library.duke.edu/rubenstein/human-rights/>

Human Rights Web Archive at Columbia University <http://hrwa.cul.columbia.edu/>

University of Texas Libraries' Human Rights Documentation Initiative
<http://www.lib.utexas.edu/hrdi>

Archivists without Borders
http://www.arxiv.org/en/asf_internacional.php



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the engine room

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