

HANDLING, STORAGE, AND PRESERVATION OF AUDIOVISUAL MEDIA

Harvard Library Preservation Services

GENERAL INFORMATION

All Formats

Canadian Conservation Institute (CCI). *Caring for Audio, Video, and Data Recording Media*.

<https://www.canada.ca/en/conservation-institute/services/preventive-conservation/guidelines-collections/caring-audio-video-data-recording-media.html>

Northeast Document Conservation Center. *Fundamentals of AV Preservation*.

<https://www.nedcc.org/av-textbook>

Audio

Brylawski, Sam; Maya Lerman, Robin Pike, and Kathlin Smith, eds. *ARSC Guide to Audio Preservation*.

<https://www.clir.org/wp-content/uploads/sites/6/pub164.pdf>

Video

American Institute for Conservation of Historic and Artistic Works (AIC). *Caring for Your Treasures — Home Videotape*. https://f9f7df2c79cc13143598-609f7062990e04dd7dd5b501c851683c.ssl.cf2.rackcdn.com/aichaw_064464179831296245e297f3e8b8e665.pdf

https://f9f7df2c79cc13143598-609f7062990e04dd7dd5b501c851683c.ssl.cf2.rackcdn.com/aichaw_064464179831296245e297f3e8b8e665.pdf

Association of Moving Image Archivists (AMIA). *Video Preservation Fact Sheets*.

<https://amianet.org/wp-content/uploads/Resources-Video-Preservation-Fact-Sheets-2002.pdf>

Motion Picture Film

National Archives & Records Administration (NARA). *Motion Picture Film Guidance*.

<https://www.archives.gov/preservation/formats/motion-picture-film-toc.html>

National Film Preservation Foundation. *The Film Preservation Guide: The Basics for Archives, Libraries, and Museums*. <http://www.filmpreservation.org/preservation-basics/the-film-preservation-guide>

FORMAT IDENTIFICATION

Museum of Obsolete Media. <https://obsoletemedia.org>

Preservation Self-Assessment Program. *Format ID Guide: Audiovisual Media*.

<https://psap.library.illinois.edu/collection-id-guide#audiovisual>

Casey, Mike. *The Field Audio Collection Evaluation Tool (FACET): Format Characteristics and Preservation Problems Version 1.0*. 2007.

http://www.dlib.indiana.edu/projects/sounddirections/facet/facet_formats.pdf

Little Archives of the World Foundation. *The Little Reference Guide for Small Video Tape Collections*. <http://www.little-archives.net/guide/content/home.html>

Jimenez, Mona, and Liss Platt. *Videotape Identification and Assessment Guide*. Austin: Texas Commission on the Arts, 2004. <https://www.arts.texas.gov/wp-content/uploads/2012/04/video.pdf>

National Film Preservation Foundation. *The Film Preservation Guide: The Basics for Archives, Libraries, and Museums*. San Francisco, CA: National Film Preservation Foundation, 2004. <https://www.filmpreservation.org/preservation-basics/the-film-preservation-guide>

National Film & Sound Archive of Australia. *Film Identification*. <https://www.nfsa.gov.au/preservation/guide/handbook/identification>

STORAGE, HANDLING, & ENVIRONMENT

Library of Congress. *Care, Handling, and Storage of Audio Visual Materials*. <https://www.loc.gov/preservation/care/record.html>

Brylawski, Sam; Maya Lerman, Robin Pike, and Kathlin Smith, eds. *ARSC Guide to Audio Preservation, Chapter 4: Care and Maintenance*. <https://www.clir.org/wp-content/uploads/sites/6/pub164.pdf>

Film Forever. *The Home Film Preservation Guide: Storage Preparation*. <http://www.filmforever.org>

National Film Preservation Foundation. *The Film Preservation Guide: The Basics for Archives, Libraries, and Museums, Chapter 6: Storage*. https://www.filmpreservation.org/userfiles/image/PDFs/fpg_6.pdf

DISASTER RESPONSE & RECOVERY

National Film & Sound Archive of Australia. *First Aid for Water Damage*. <https://www.nfsa.gov.au/preservation/guide/home/first-aid-water>

Brylawski, Sam; Maya Lerman, Robin Pike, and Kathlin Smith, eds. *ARSC Guide to Audio Preservation, Chapter 9: Disaster Prevention, Preparedness, and Response*. <https://www.clir.org/wp-content/uploads/sites/6/pub164.pdf>

Association of Moving Image Archivists (AMIA). *Video Preservation Fact Sheet 13: Disaster Preparedness and Response*. <https://amianet.org/wp-content/uploads/Resources-Video-Preservation-Fact-Sheets-2002.pdf>

National Archives & Records Administration (NARA). *Motion Picture Film Guidance: Emergency Preparation, Response, and Recovery*. <https://www.archives.gov/preservation/formats/motion-picture-film-emergency>

PACKING & SHIPPING

Northwest Document Conservation Center. *Packing and Shipping Audio Media*.

<https://www.nedcc.org/audio-preservation/packing-and-shipping-audio-media>

AV-RELATED PROFESSIONAL ASSOCIATIONS

Association of Moving Image Archivists (AMIA). <https://amianet.org/>

Association for Recorded Sound Collections (ARSC). <http://www.arsc-audio.org/index.php>

Audio Engineering Society (AES). <https://www.aes.org/>

International Association of Sound and Audiovisual Archives (IASA). <https://www.iasa-web.org/>