



SURVEY ON THE LONG-TERM PRESERVATION OF DIGITAL DOCUMENTS  
IN EUROPEAN LIBRARIES 2005

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3	Preface
5	Background Information
6	> Introduction
7	> Research Objectives
8	> Methodology of Data Acquisition
10	> Methodology of Data Analysis
11	Survey and Sample Description
12	> Response Statistics
22	> Respondent Statistics
29	General Attitude to the Long-term Preservation of Digital Documents
30	> Question 1
37	> Question 2
40	> Question 3
49	Existing and Planned Digital Repositories
50	> Question 4
59	Assessment and Description of Existing and Planned Digital Repositories
60	> Question 5
65	> Question 6
67	> Question 7
74	> Question 8
77	> Question 9
10	> Question 10
83	Estimation of the Future Availability of Digital Documents
84	> Question 11
95	Questionnaire
104	Editorial



## PREFACE

by Günter Mühlberger, reUSE Project Co-ordinator

What is the current situation among Europe's libraries in respect to the long-term preservation of digital publications? What are they actually doing in this field, how many of them are already involved and what are their plans for the future? Thanks to 330 libraries in 25 European countries we do have for the first time ever representative answers on the status quo of digital preservation among all national, university, general research and academic libraries within the European Community! Thank you, colleagues!

To pick out just a few of many interesting results: The good news is that the overwhelming majority of Europe's libraries estimates the long-term preservation of digital publications as an important or very important task.. They regard the preservation of online journals, e-books, offline media, digital print masters and websites as being part of the core business of libraries.

But the bad news is that only a minority was already able to start to systematically collecting, preserving and making available digital publications. In other words: It can be stated that Europe's libraries are ready to act but they need support! The Dynamic Action Plan published these days by the EU presidency for the co-ordination of digitisation of cultural and scientific content needs therefore an addition towards the co-ordination of digital preservation of digital cultural and scientific content.

The survey was carried out under the auspices of the eContent project reUSE. The reUSE consortium focuses on collecting the digital print masters of organisations from the public sector, since these publications represent from our point of view a neglected digital resource with high potential for a future digital library. More information can be found on the website: <http://reuse.uibk.ac.at/>.

The project consortium comprises the University Innsbruck Library (co-ordinator), the Austrian National Library, the University Linz, the University Library Graz, the National Library of Estonia, the National and University Library of Slovenia, the University Ljubljana – Faculty of Civil and Geodetic Engineering, the Die Deutsche Bibliothek, and the Humboldt University Berlin. Special thanks go to ARGE Krimbacher, Neuhauser and Vogl for their engagement.

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## BACKGROUND INFORMATION

Introduction | Research Objectives | Methodology of Data Acquisition | Methodology of Data Analysis

## Introduction

This report presents the results of a survey that was conducted on behalf of the reUse Project ([www.reuse.uibk.ac.at](http://www.reuse.uibk.ac.at)) at major European libraries. The aim of the survey is to depict the status quo of the long term preservation of digital documents in Europe in terms of general awareness of and attitudes towards the idea of preserving digital documents in libraries and to provide a brief evaluation of existing or planned digital repositories.

The results of the survey are presented in two different formats, a booklet and a CD-ROM. The booklet gives a concise overview, with diagrams of all significant results as well as short descriptions and explanations of the survey's findings. The CD-ROM is a supplement to the booklet and contains the booklet itself as a PDF file, as well as an HTML file with detailed information about the analysed data, including all the diagrams and tables.

There are several advantages to having a choice of media: The CD-ROM format allows for a large amount of data to be included, so that all the cross tabulations made during the analysis are included, whether they turned out to be significant or not. It should be noted, too, that the lack of significant differences between two or more groups should be regarded as a proper result in and of itself. The CD-ROM can be used on any computer with a browser installed. Alternatively, having a detailed account on CD-ROM makes it possible to concentrate on the most important facts in the booklet, resulting in a more compact report that is easy to understand.

### Research Objectives

The specific research objectives were to obtain information on the following topics:

- > How important do respondents consider the long-term preservation of digital documents in general? Do they consider it to be an intrinsic task of libraries and their own library, respectively?
- > Do the libraries already maintain or intend to establish a repository of digital documents? Which software do they use and which kinds of digital documents do they archive?
- > How are existing repositories of digital documents organised in terms of structure and financing?
- > How likely do respondents think it is that contemporary digital documents will still be available and usable in the future?

### **Methodology of Data Acquisition**

#### *Target group*

- > European university libraries, national libraries and major general research libraries in member states of the EU and EFTA

#### *Sample*

- > 330 libraries returned a valid questionnaire

#### *Type of inquiry*

- > Written interviews using a standardised online questionnaire in English, German, French, Spanish and Italian with open and closed questions

#### *Period of inquiry*

- > September - October 2005



*Procedure*

- > Libraries were chosen on the basis of the CD-ROM “World Guide to Libraries PLUS 2004/2005” by K.G. Saur Verlag, Munich (ISBN 3-598-40810-2).
- > 669 libraries were chosen on the basis of the following criteria:
  - All national libraries of the countries in question.
  - University libraries of a country if the university covers a variety of subjects and allows for a complete academic career, excluding university libraries intended primarily for study rather than research.
  - Other general research libraries of importance in that they contribute significantly to the preservation of the cultural and scientific heritage of a region or country.
- > Chief librarians’ names and email addresses were taken from the libraries’ homepages or collected/confirmed via email and telephone in order to contact them directly. These emails contained information about the reUSE project and an invitation to take part in the survey, along with an individual access code and the hyperlink to the questionnaire. The majority of the emails were written in the official language(s) of each country or region.
- > Libraries that did not complete a questionnaire within three weeks were sent up to two further reminders by email.

*Collection of secondary data*

- > Secondary data, such as the type and date of foundation of the library and the number of bound volumes, was taken from the CD-ROM “World Guide to Libraries PLUS 2004/2005”.

### Methodology of Data Analysis

The following statistical calculations were used to analyse the data collected in the survey:

- > Frequencies (numbers of cases and percentages) for all questions and for secondary data such as country, region, type of library, number of bound volumes archived in the library and foundation date of the library
- > Cross tabulations (indicating interdependencies of two or more variables) comparing the results for each question with secondary data and other questions in the questionnaire
- > Chi-Square Tests, Kruskal Wallis Tests and Mann-Whitney U Tests (to test the significance of cross tabulations)
- > Means (to display and compare average assessments) are used as guidance and not as genuine results, because the scale questions of the questionnaire are on an ordinal level rather than a metric level

The response rate (almost 50%) is much higher than can usually be expected from an online survey. On the other hand, the target group (just under 700 libraries) is relatively small. Some results may be of interest despite the potential lack of statistical significance, so all the calculated tables and tests are displayed in the HTML tables section on the CD-ROM, regardless of whether the outcome is significant or not. A brief explanation of how to read the tests used in this survey can be found in the HTML tables section.

Some questions in the questionnaire leave room for comments and personal explanations. These must be interpreted qualitatively rather than quantitatively, since the total number of questionnaires is quite small. All the comments are listed in the detailed HTML section of this survey on the CD-ROM.



SURVEY AND SAMPLE DESCRIPTION  
Response Statistics | Respondent Statistics

## Response Statistics

### *Valid questionnaires*

669 libraries were sent an email inviting the head of the library to take part in the survey and complete an online questionnaire. In eight cases (1.2%) contact failed in spite of several retries and corrections. 336 libraries filled out a questionnaire. 15 questionnaires are incomplete but contain enough valid answers to be usable in the survey.

Some questionnaires had to be considered redundant because some of the institutions completed more than one questionnaire. These questionnaires have to be excluded from the statistical analysis to prevent distortion of the results. Thus almost exactly half of all libraries that were contacted provided us with a working set of answers, i.e. 330 questionnaires can be included in the survey.

### *Languages*

The questionnaire was available in five languages. Half of the respondents filled out an English questionnaire and almost a third chose the German version. The remaining 20% of questionnaires were filled out in French, Italian and Spanish.

### *Countries*

In Iceland, Liechtenstein, Denmark, Norway, Belgium, Switzerland, Austria and Latvia, more than three quarters of all libraries contacted returned a valid questionnaire. In Lithuania, Slovenia, Poland, the Netherlands, Slovakia, Germany, Hungary, Malta and Sweden, more than half of all libraries took part in the survey. Interest in the survey was lowest in France, with a response rate of only one quarter of all libraries contacted. Neither of the libraries contacted in Luxembourg took part in the survey.

### *Regions*

Since the countries included in the survey differ greatly in size, it is useful to establish groups of countries that represent regions, so as to have some comparable categories when it comes to cross tabulations. These groups are created by two criteria, namely size and geographic/cultural homogeneity. Since Germany represents both a high response and a comparatively higher number of existing repositories of digital documents, it is taken as a group on its own.

Thus the following regions are established:

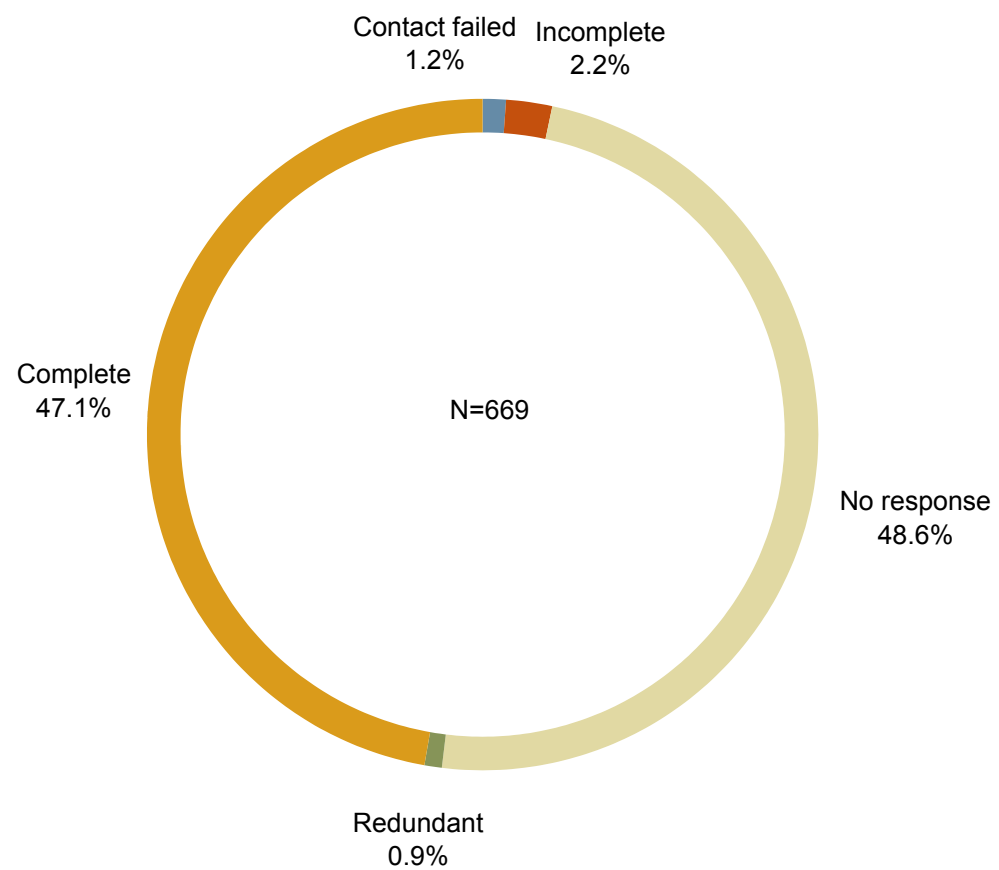
- > UK and Ireland: Iceland, Ireland, United Kingdom (37 valid questionnaires)
- > Germany (56 valid questionnaires)
- > Mediterranean countries: Cyprus, Greece, Italy, Malta, Portugal, Spain (57 valid questionnaires)
- > Eastern Europe/New EU Member states: Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Slovakia, Slovenia (79 valid questionnaires)
- > Scandinavian countries: Denmark, Finland, Norway, Sweden (33 valid questionnaires)
- > Central Europe without Germany: Belgium, France, Liechtenstein, Luxembourg, Netherlands, Switzerland (68 valid questionnaires)

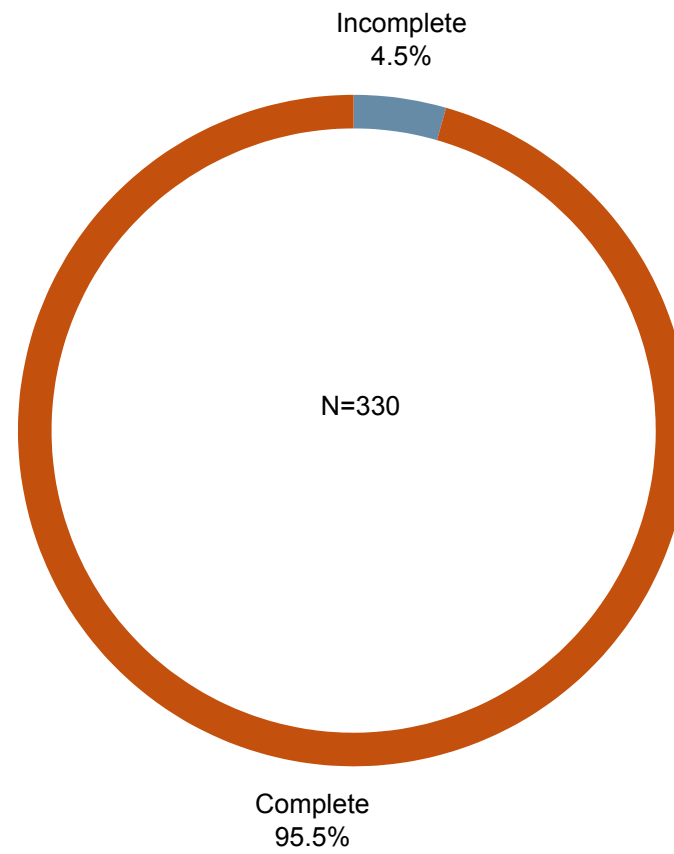
### *Types of libraries*

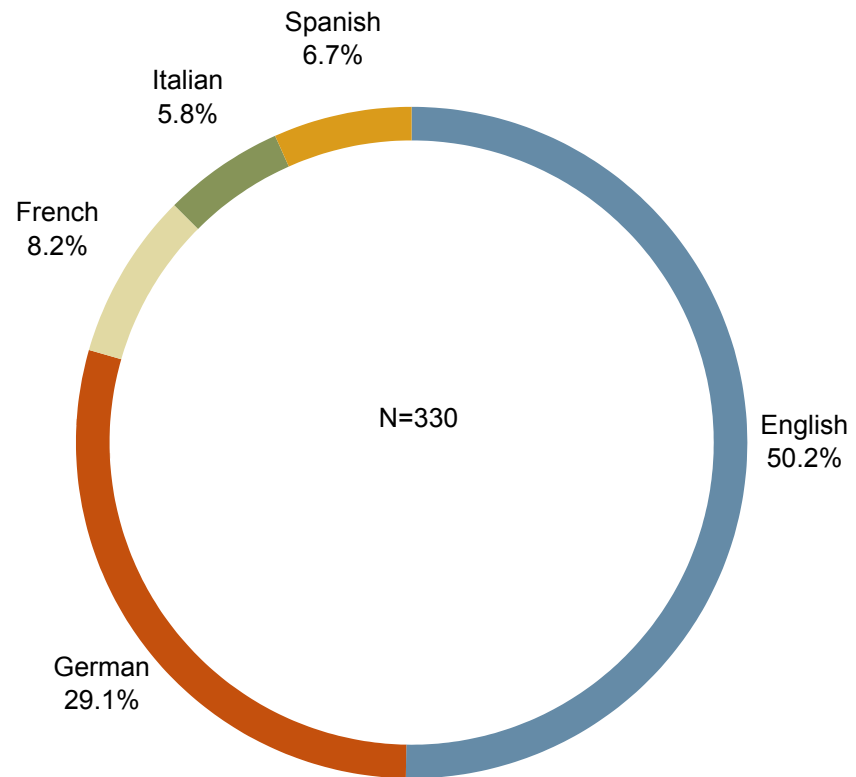
The survey was designed to include the three main types of specialist libraries, for which the following abbreviations are used in the diagrams and tables of this report:

- > NL (national libraries, 31 valid questionnaires)
- > UL (university libraries, 250 valid questionnaires)
- > GRL (general research libraries, 49 valid questionnaires)

The libraries can also be distinguished in terms of size, i.e. the number of bound volumes owned by each library, as well as the date of foundation (before 1960; 1960 to present).



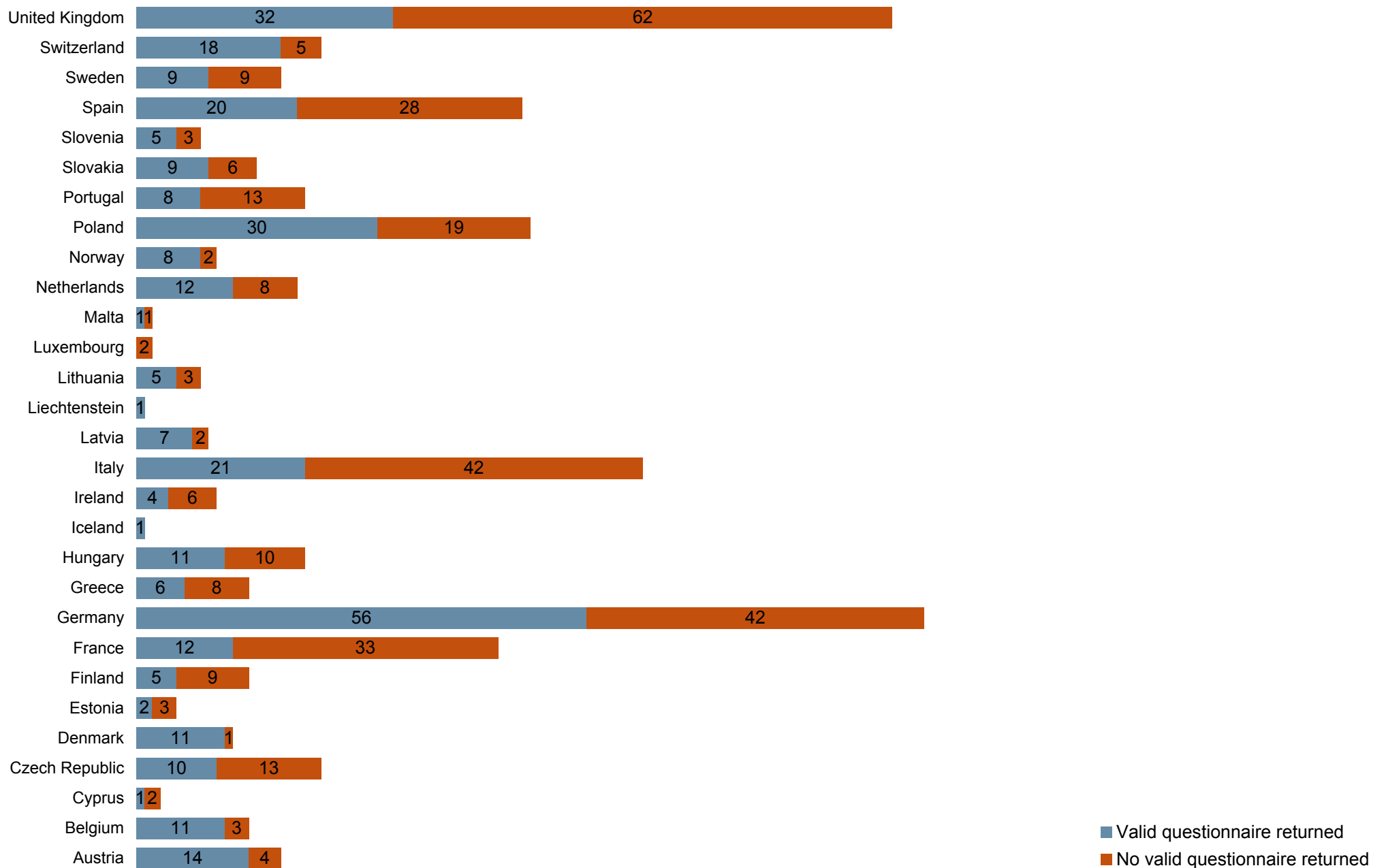


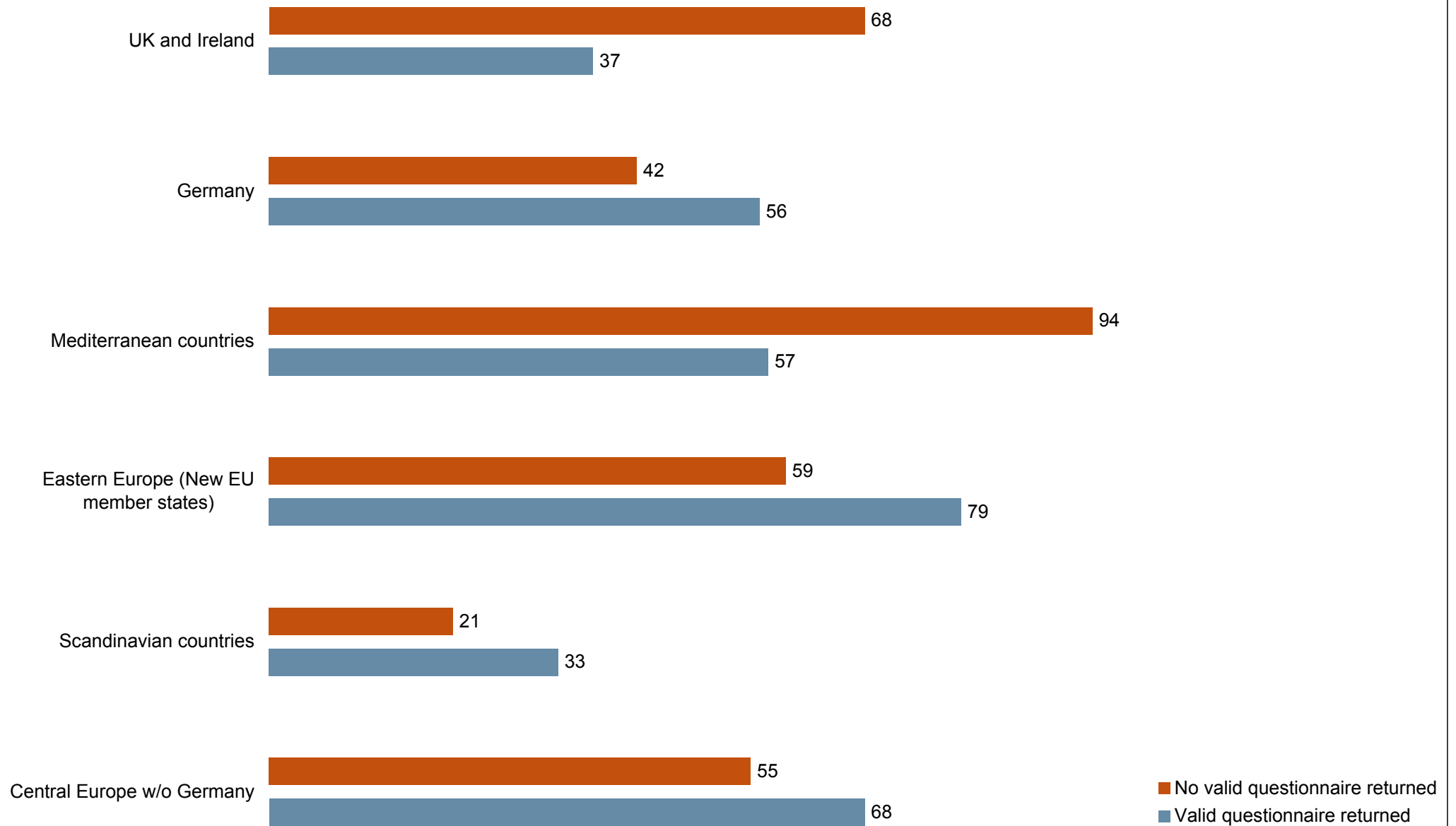


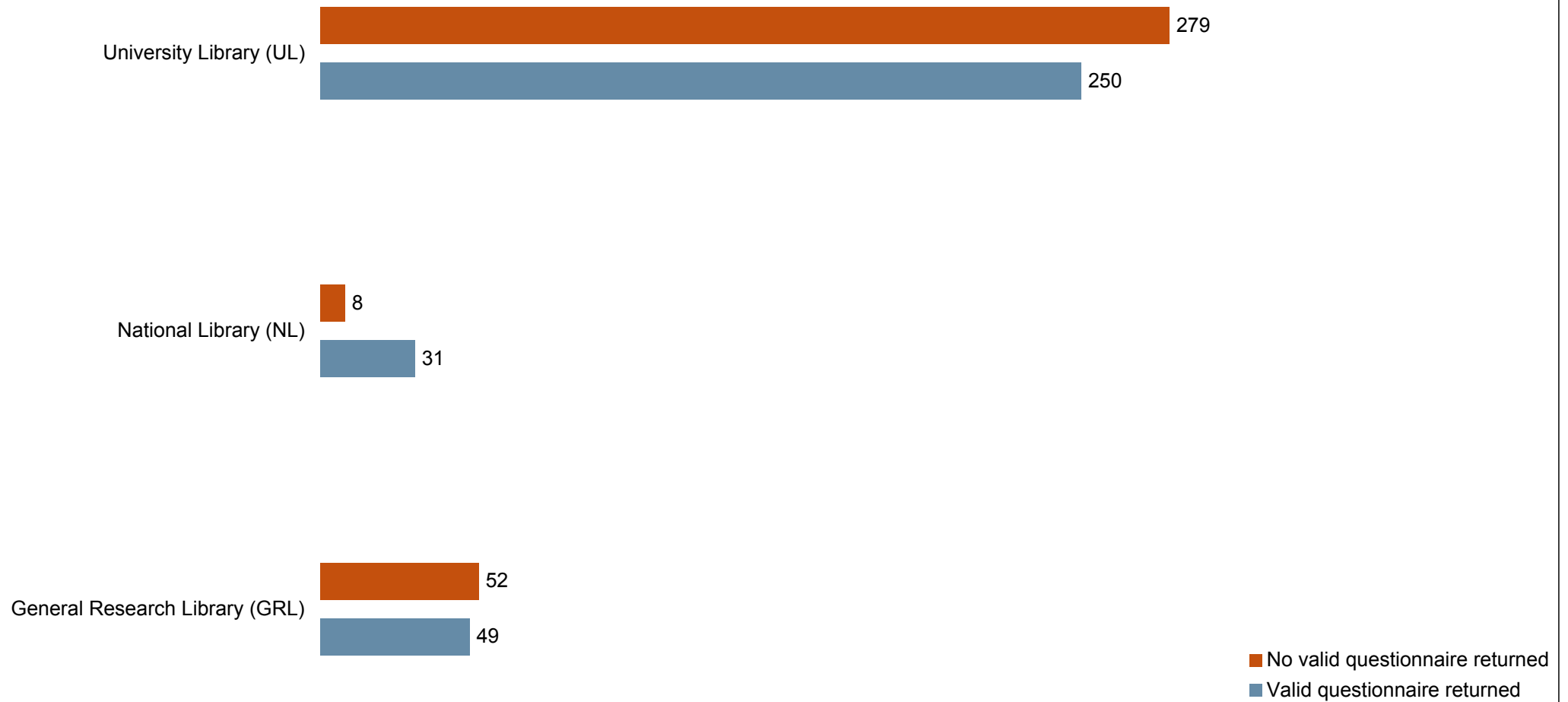


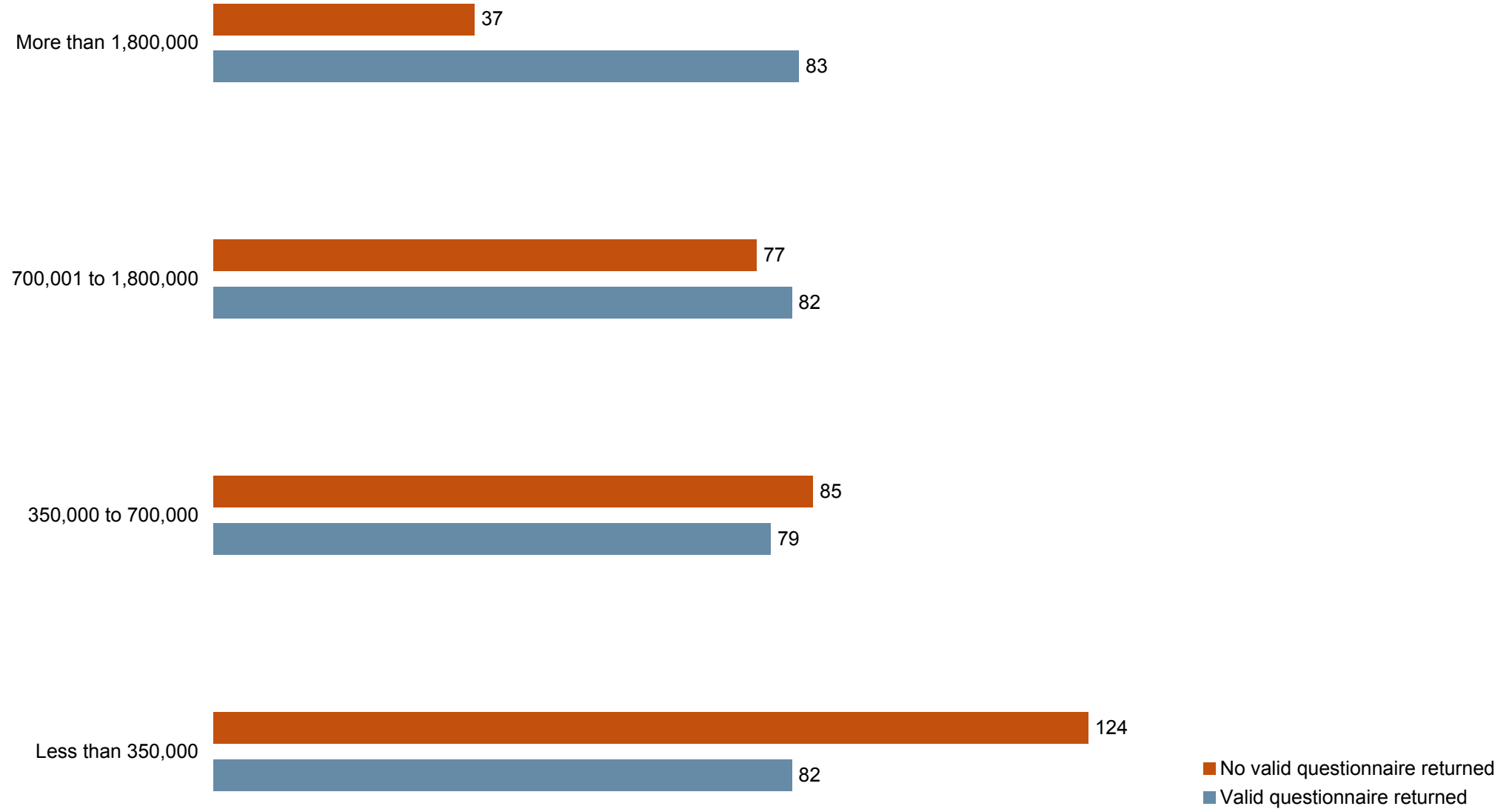
## Valid questionnaires \* Country

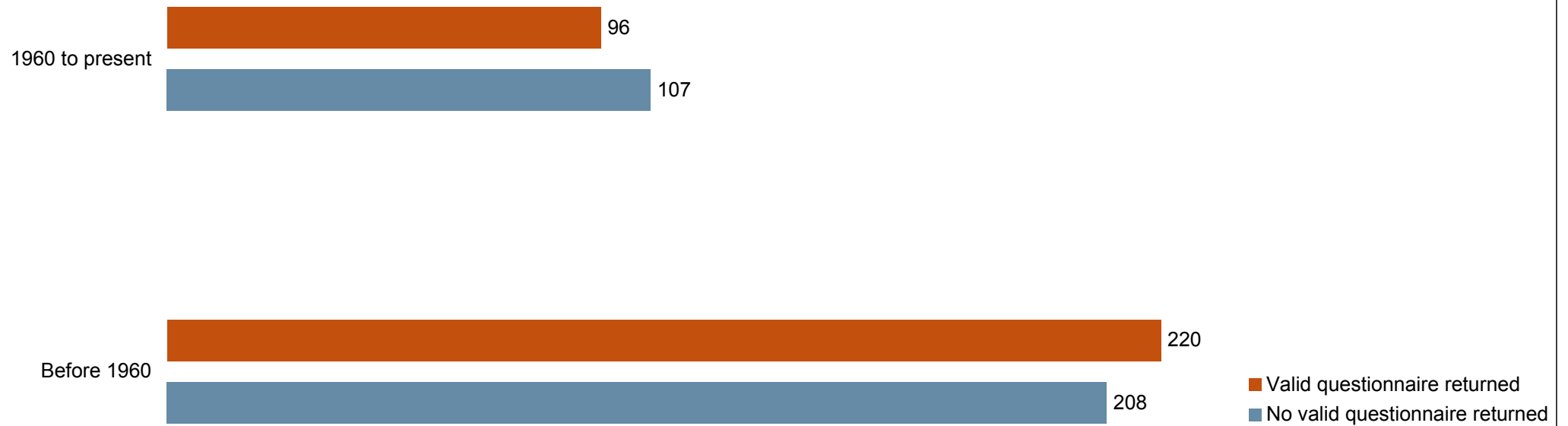
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### Respondent Statistics

The target group of this survey is libraries, not people. Nevertheless, it is individuals who fill out the questionnaire on behalf of their library and this means it is important to take into account that some answers might have been different if a different person from the same library had filled out a particular questionnaire. However, the statistics reflect almost no significant differences when answers are compared in terms of position, background and age of the individual respondents. It can be assumed that most respondents not only gave their private opinion but also represented the official policies of their library, especially as the vast majority of respondents were chief librarians or part of the management board.

#### *Position of respondents*

To minimize the probability of non-neutral answers, the invitations to take part in the survey were emailed to the chief librarians and it was their decision to fill out the questionnaire themselves or forward it to someone else. More than half of the chief librarians decided to fill out the questionnaire themselves. 26% of all valid questionnaires were filled out by the head of a department and less than 20% of the questionnaires were filled out by project managers or employees.

The smaller the library, the more the chief librarians themselves were inclined to fill out the questionnaire, whereas chief librarians of bigger libraries tended to forward the questionnaire to the head of a department or another employee.

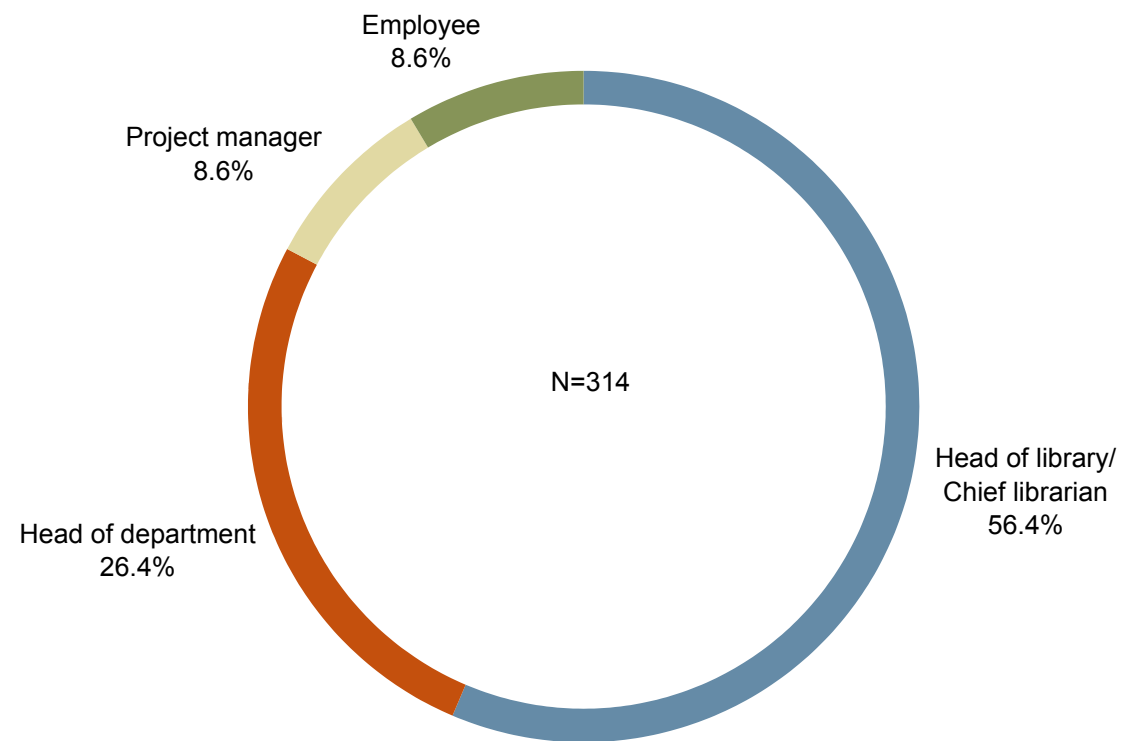
*Background of respondents*

The majority of the respondents (60%) have a professional background as librarians. Slightly less than a quarter of all questionnaires were filled out by professional managers. Less than 10% of the respondents are technicians or IT specialists. The smallest share of questionnaires (8%) was completed by scientists.

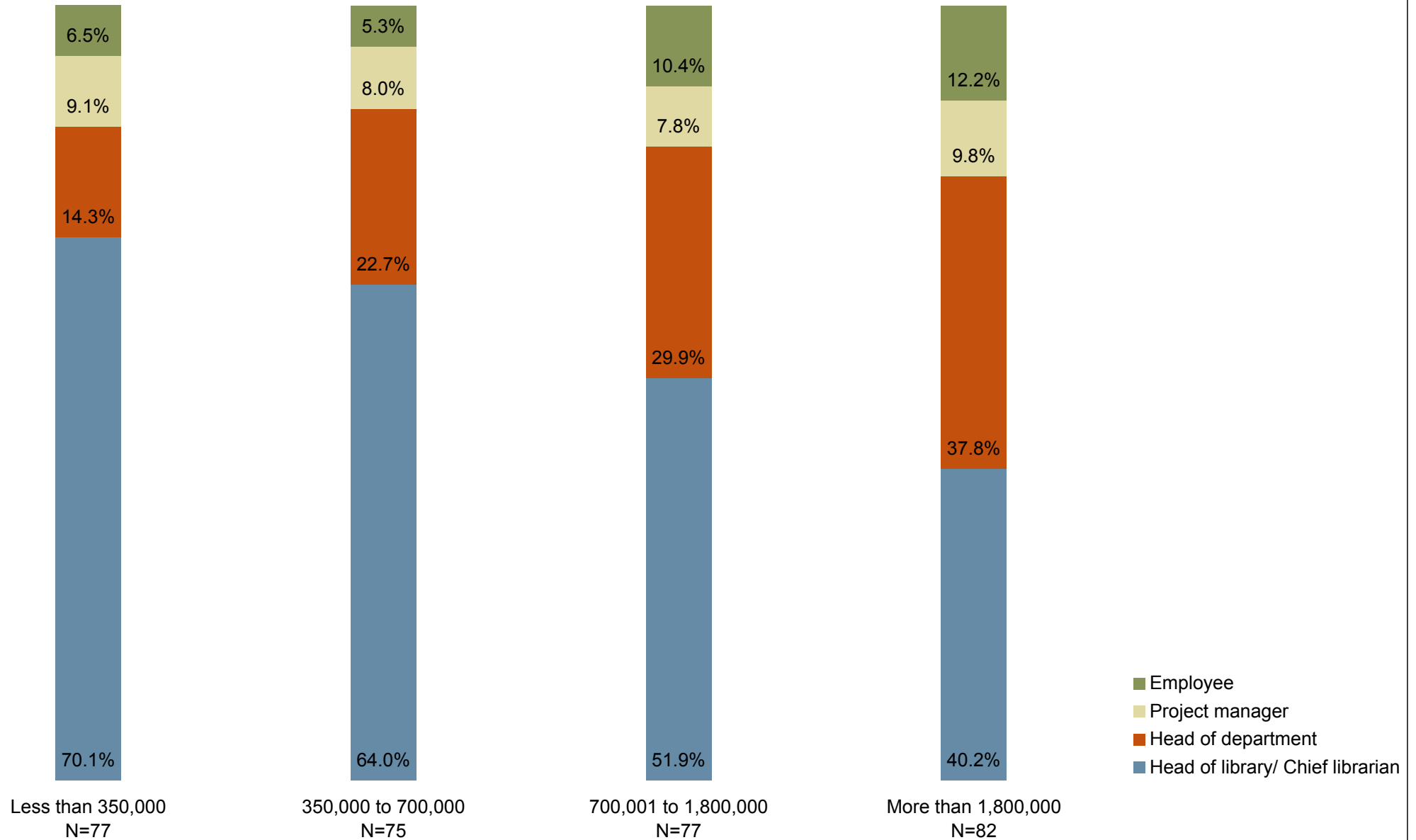
Again a difference can be observed with respect to the size of the library. The smaller the library, the more likely it is to be the actual librarian who fills out the questionnaire.

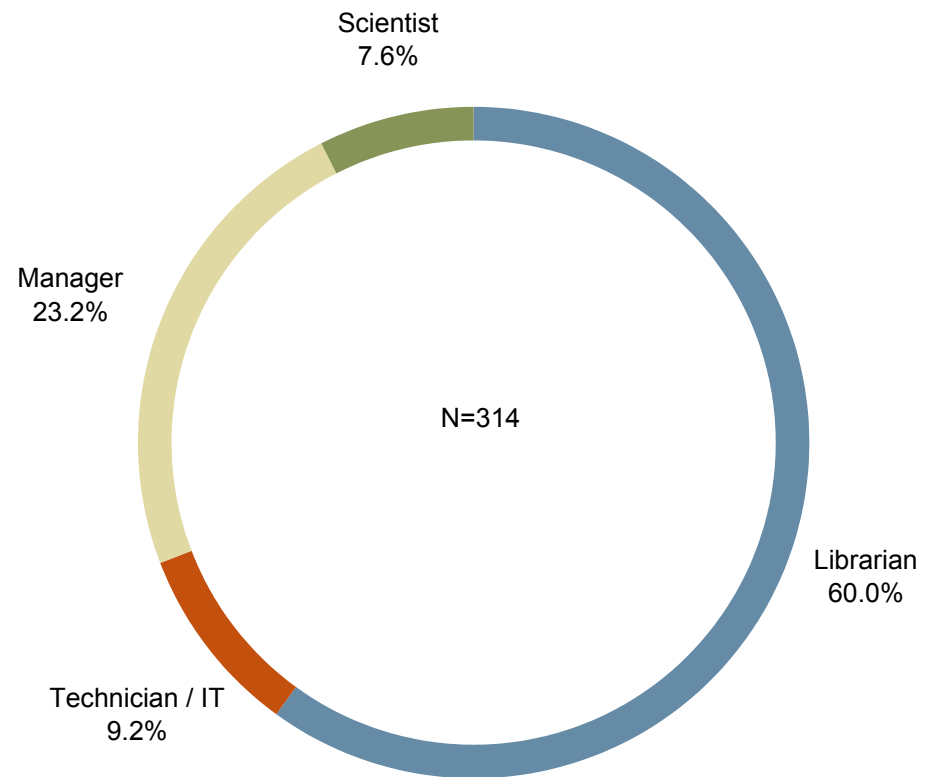
*Age of respondents*

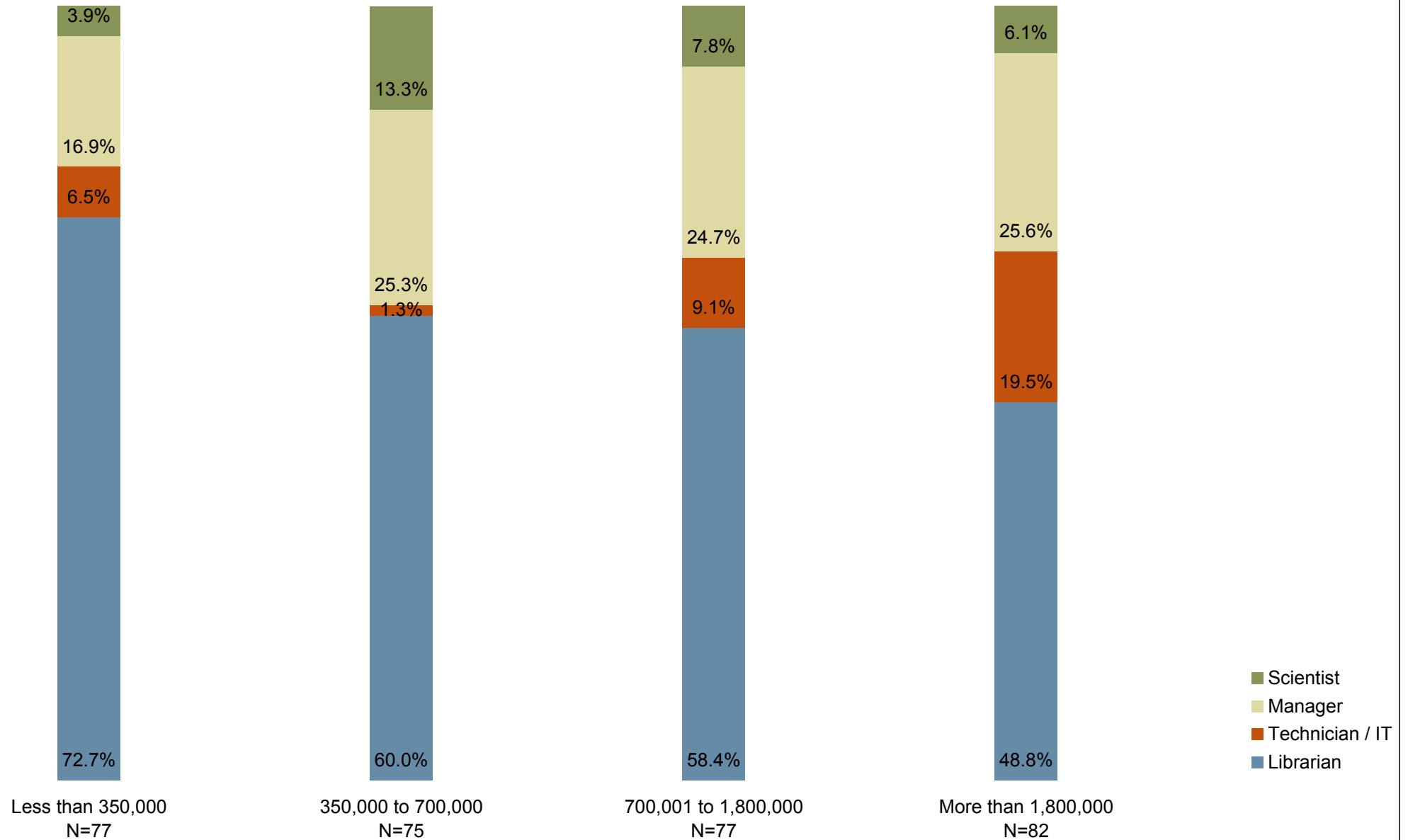
Most respondents are aged 51 to 60 (41%) or 41 to 50 (35%). 7% are over 60, 15% are 31 to 40 years old. There are no significant differences within this survey with respect to the age of the respondents.

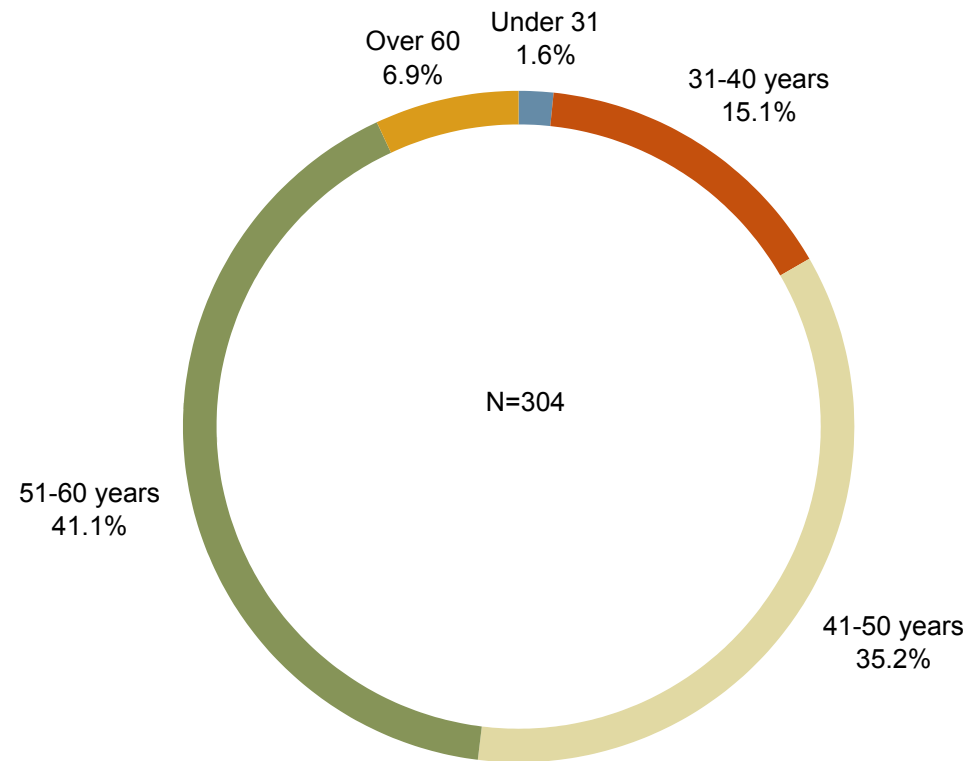


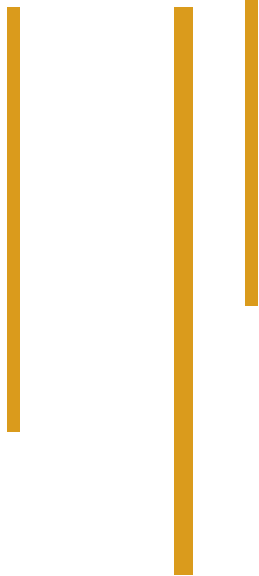












## GENERAL ATTITUDE TO THE LONG-TERM PRESERVATION OF DIGITAL DOCUMENTS

Questions 1 | 2 | 3

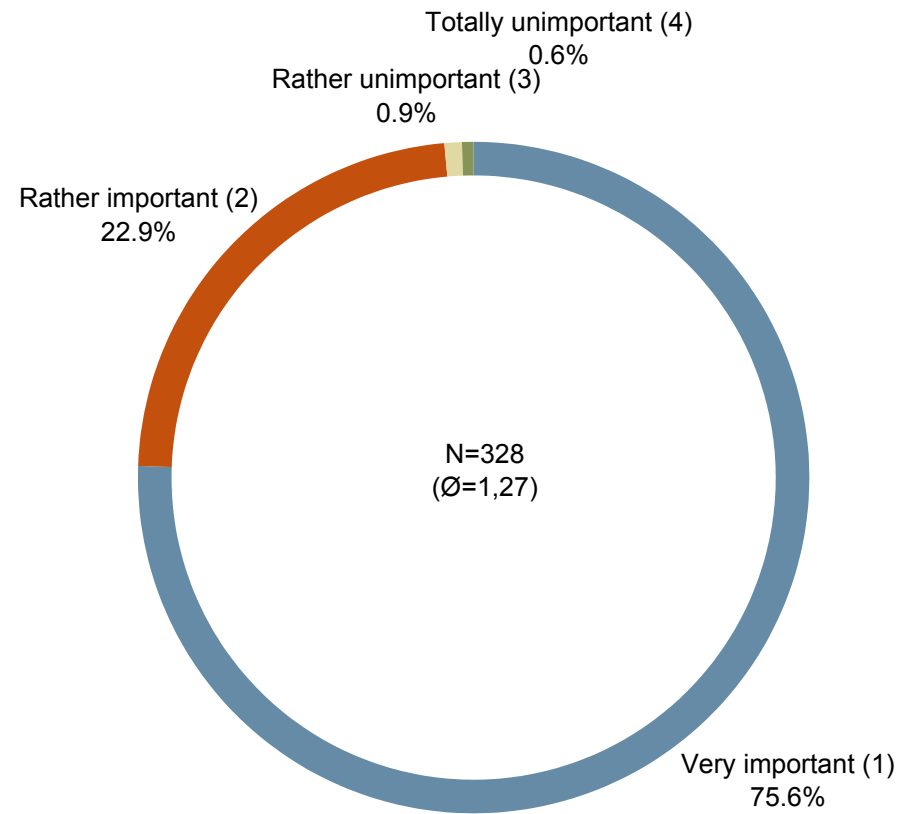
### Question 1

*Generally speaking, how important do you consider the long-term preservation of digital documents?*

The majority of the respondents (76%) consider the long-term preservation of digital documents very important. 23% think that the idea of preserving digital documents for the future is rather importantone. 1.5% regard this topic of being of minor importance or no importance at all.

National libraries assign significantly more importance to the long-term preservation of digital documents than university libraries and general research libraries. The importance given to this subject also increases with the size of the library in terms of the number of bound volumes.

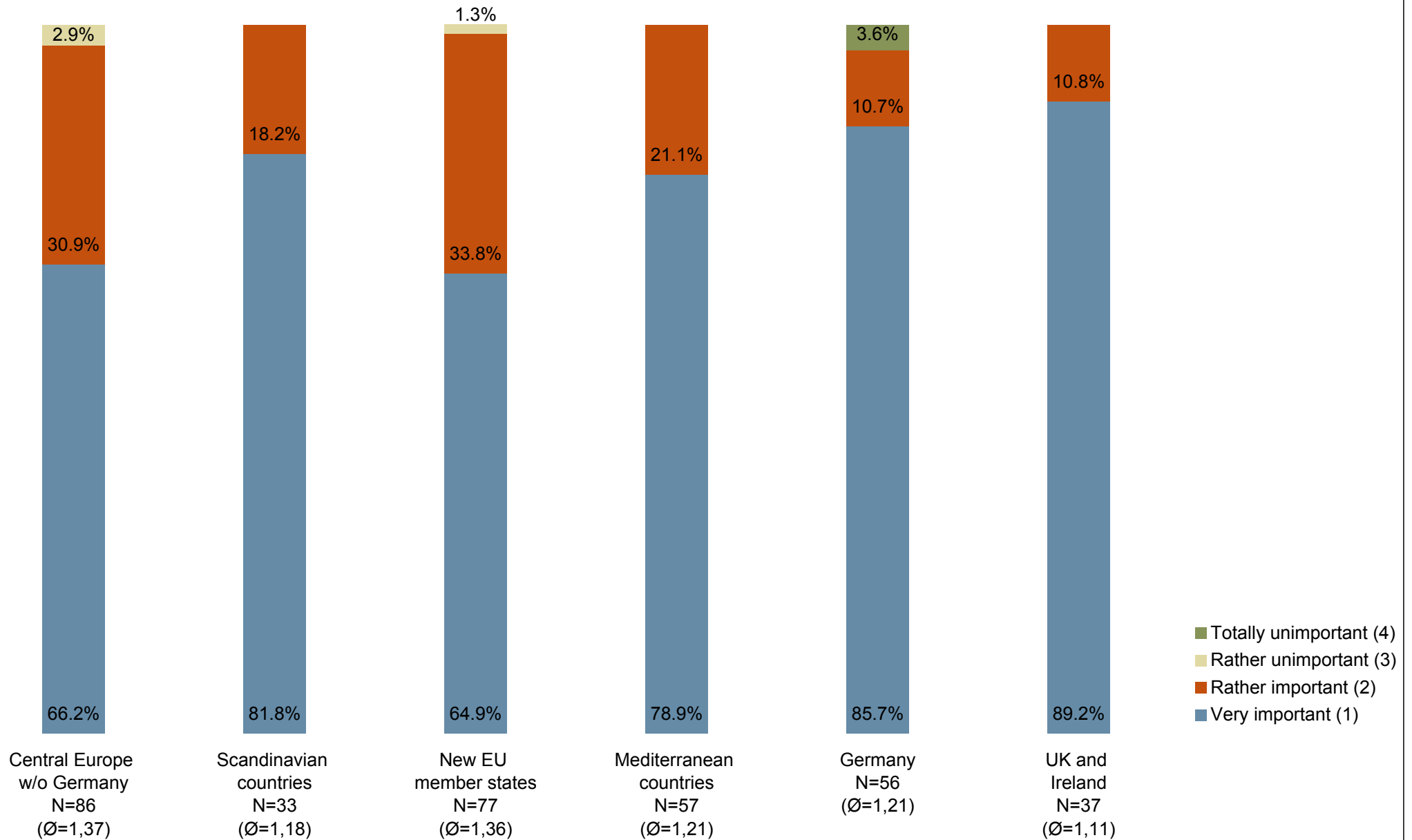
It is no surprise that libraries that actually maintain a digital repository or libraries that have plans to establish one rate the importance of the long-term preservation of digital documents higher than those that do not. Among the libraries that actually maintain a digital repository, those that regard their activities in the field of long-term preservation of digital documents as being of a higher standard than that of other libraries also assign a higher importance to the subject itself.



Q1 - Generally speaking, how important do you consider the long-term preservation of digital documents? \*

Region

32

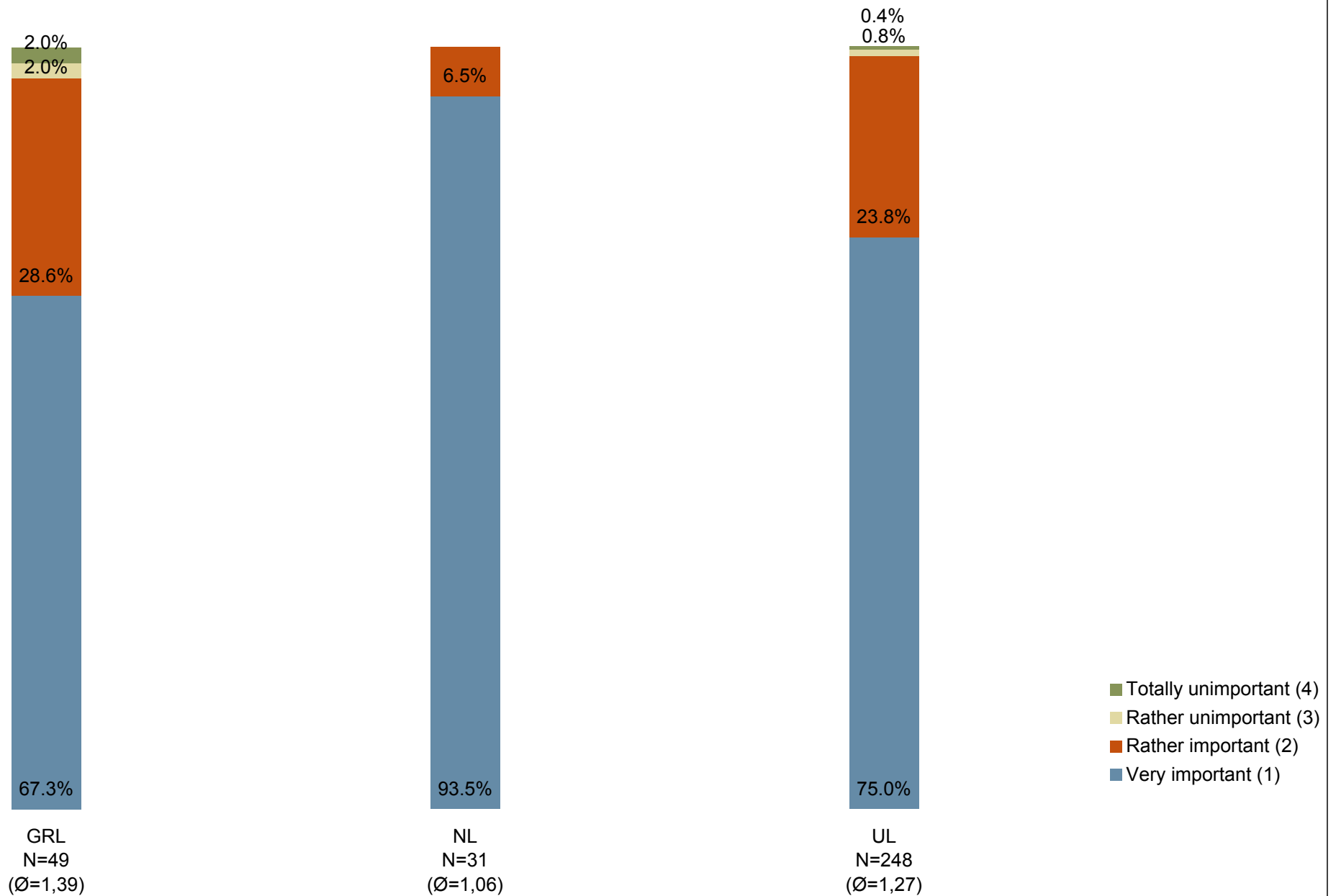




Q1 - Generally speaking, how important do you consider the long-term preservation of digital documents? \*

33

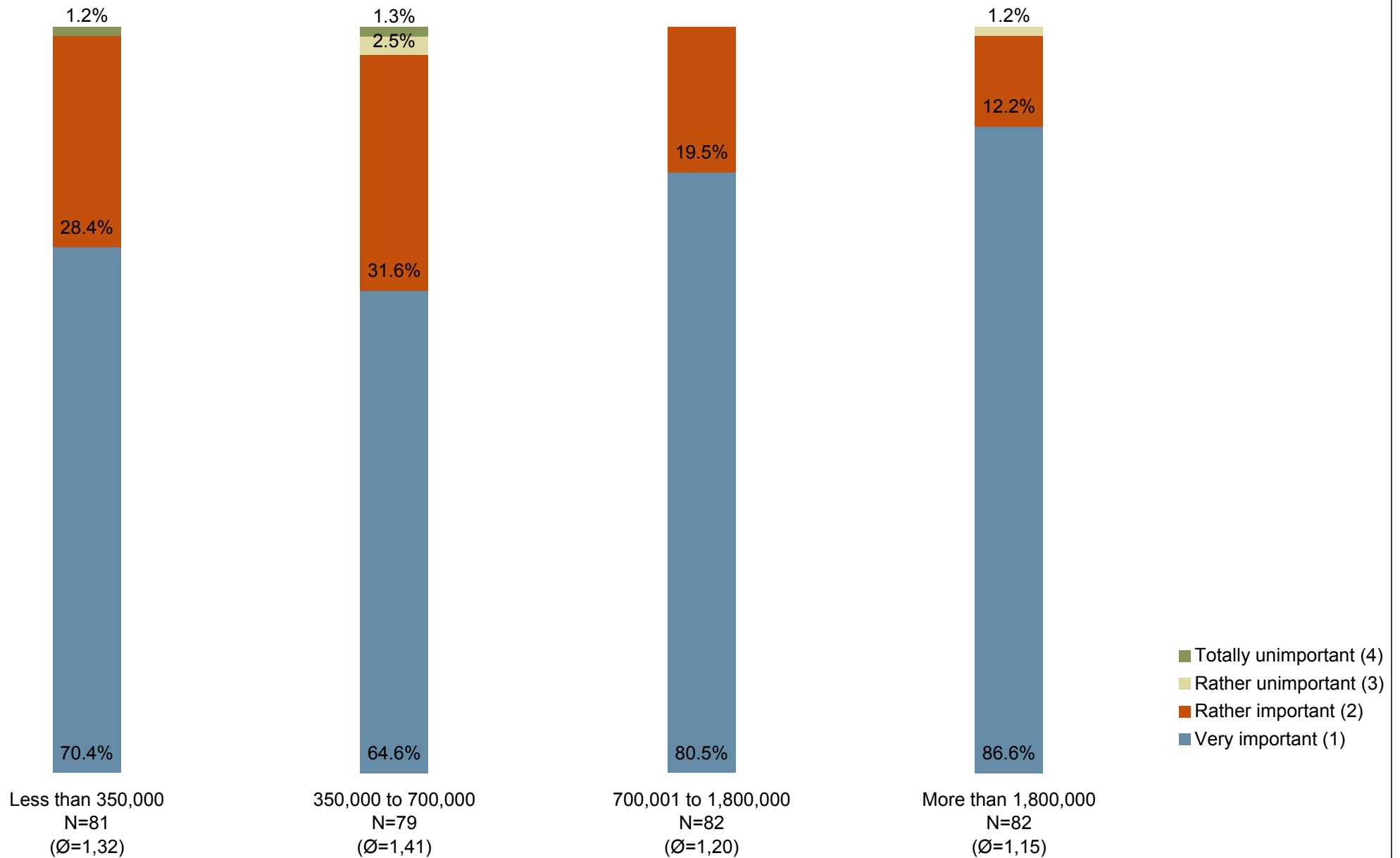
Type of library



Q1 - Generally speaking, how important do you consider the long-term preservation of digital documents? \*

34

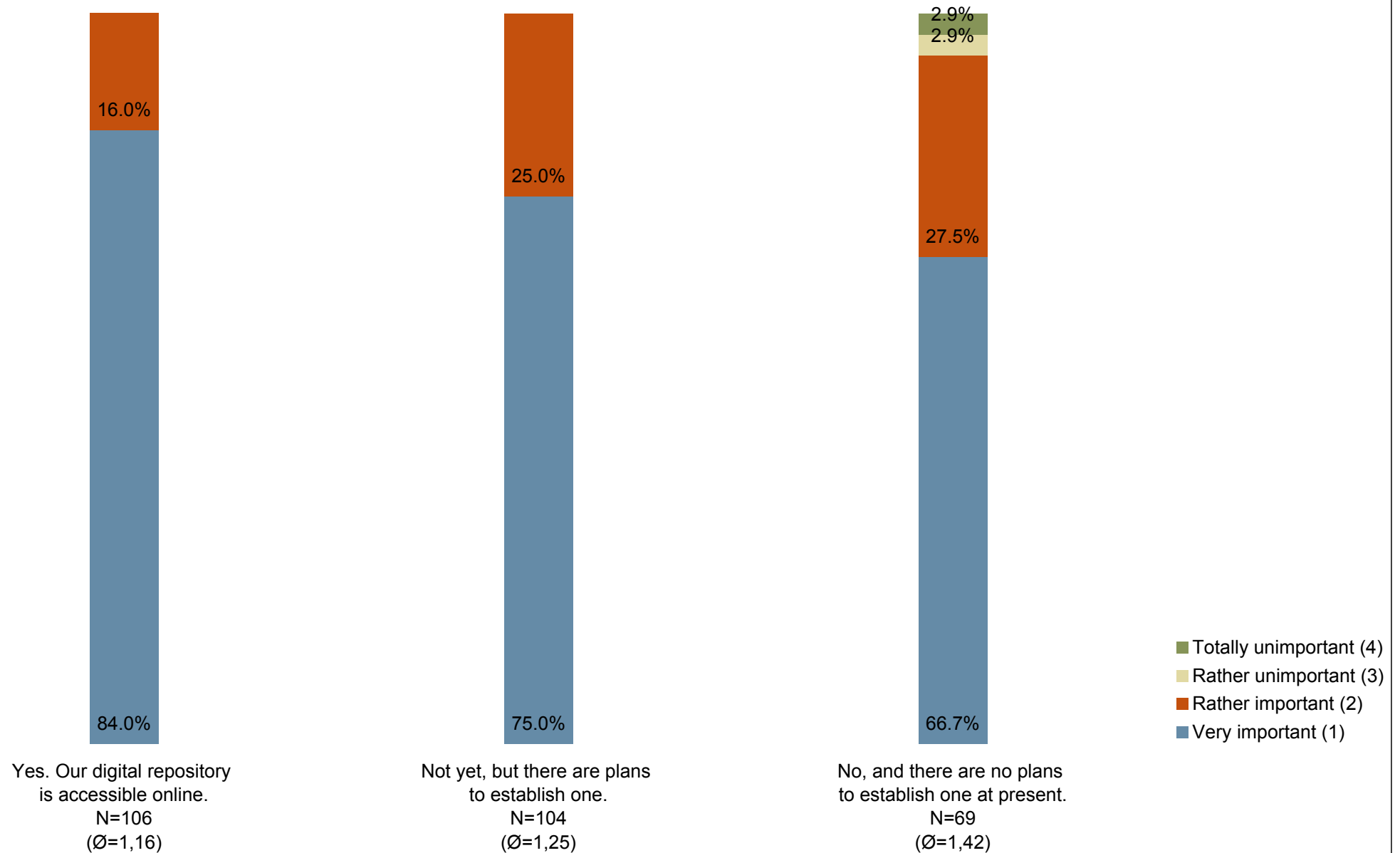
Number of bound volumes



Q1 - Generally speaking, how important do you consider the long-term preservation of digital documents? \*

35

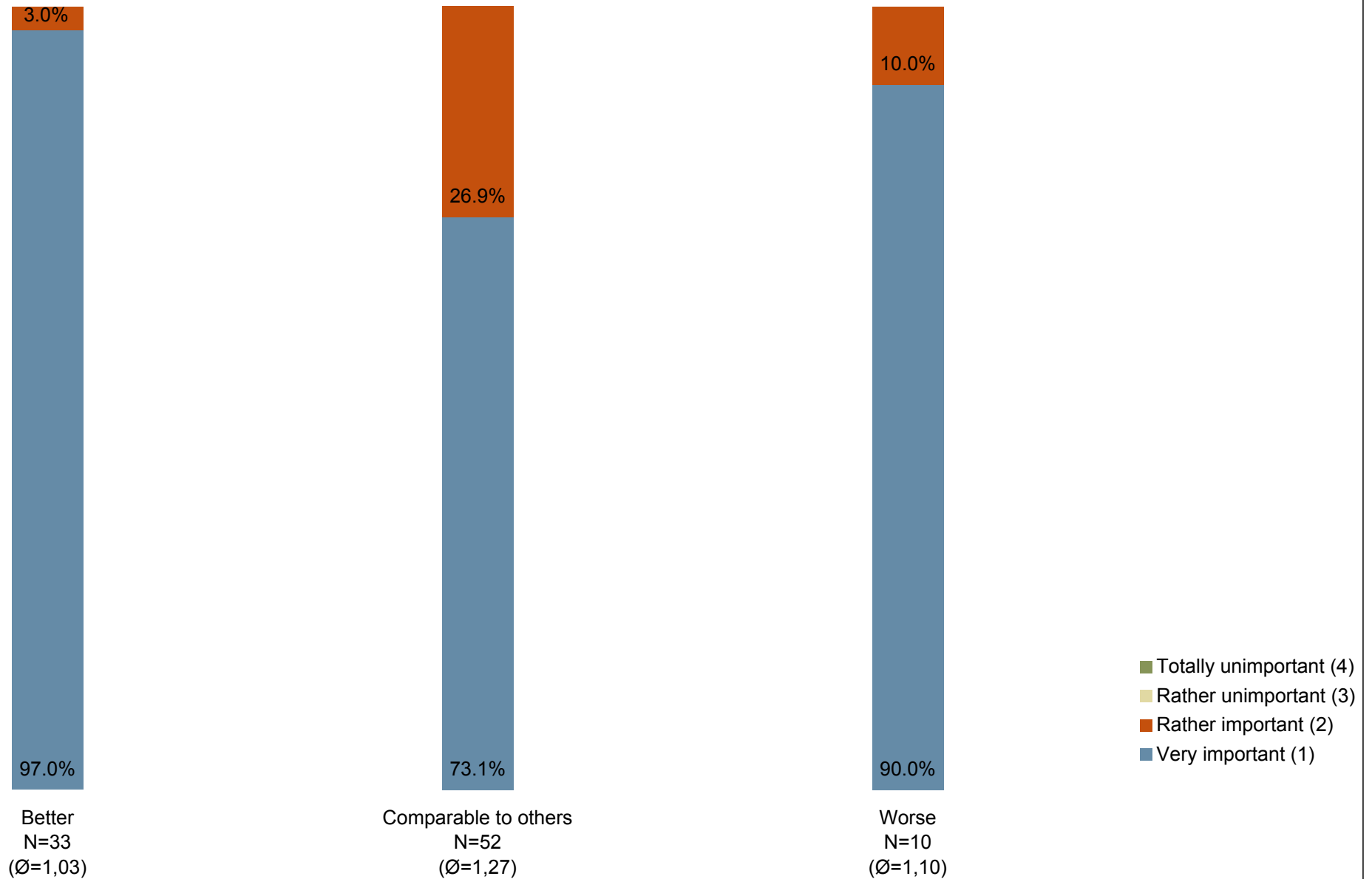
Q4 - Does your library already maintain a repository of digital documents?



Q1 - Generally speaking, how important do you consider the long-term preservation of digital documents? \*

36

Q8 - How would you assess your digital repository compared to other libraries of a similar size?



## Question 2

*Generally speaking, do you consider the long-term preservation of digital documents to be an intrinsic task of libraries?*

91% of respondents regard the long-term preservation of digital documents as an intrinsic task of libraries, whereas 9% do not. Not surprisingly, the percentage of negative answers is significantly higher (26%) within the group of libraries who do not offer or do not have plans to offer a digital repository.

*Why do you not consider the long-term preservation of digital documents to be an intrinsic task of libraries? In your opinion, who should take over this task?*

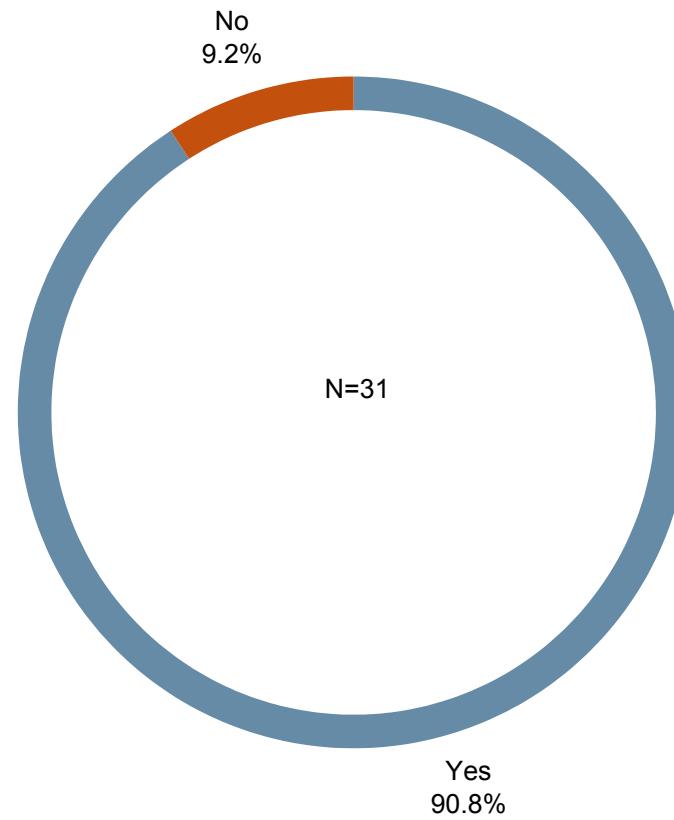
The 9% who do not consider the long-term preservation of digital documents an intrinsic task of libraries were asked to give reasons for their negative answers as well as suggestions for who should take on this task.

The complete list of comments is displayed in the tables section of this report on CD-ROM. Several arguments are repeatedly mentioned in this context:

- > Many respondents think that common libraries do not have the financial or technical means to create and maintain a repository of digital documents.
- > A frequent argument is that it makes no sense for all libraries to collect every kind of digital document. This multiple effort is regarded as redundant, especially as most digital documents can be accessed remotely via the Internet.
- > There is wide consensus that either special archives and national libraries, or library networks that are coordinated on a national or even international level, should dedicate themselves to the long-term preservation of digital documents.
- > Some respondents also regard IT centres or the publishers of digital documents as more appropriate than libraries to take over the task.

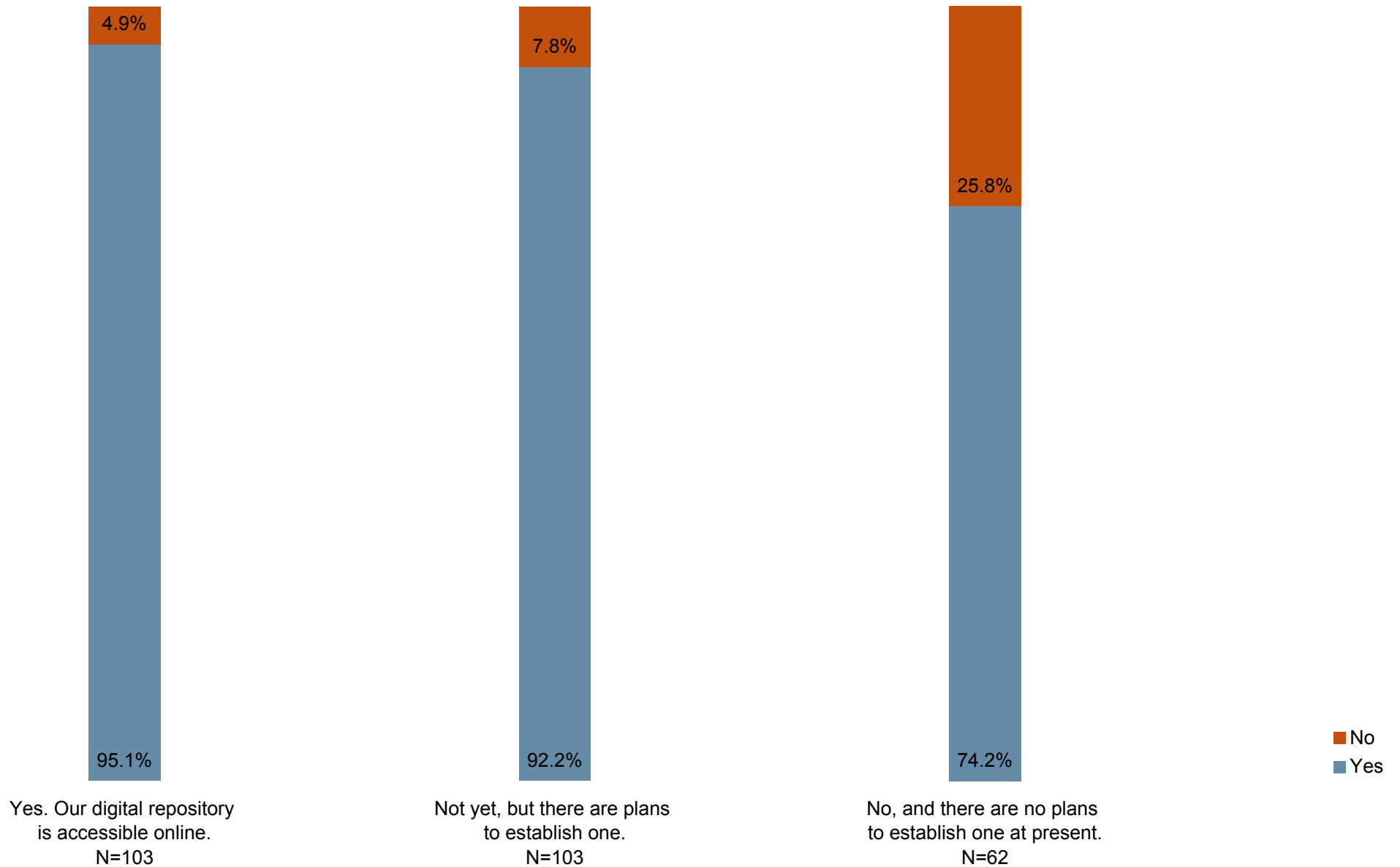
Q2 - Generally speaking, do you consider the long-term preservation of digital documents to be an intrinsic task of libraries?

38



Q2 - Generally speaking, do you consider the long-term preservation of digital documents to be an intrinsic task of libraries? \* Q4 - Does your library already maintain a repository of digital documents?

39



### Question 3

*Do you consider the long-term preservation of digital documents to be an intrinsic task of your own library?*

Question 3 was posed only to those respondents who gave a positive answer to question 2, i.e. only those who regard the long-term preservation of digital documents as an intrinsic task of libraries in general. 86% of these respondents consider the long-term preservation of digital documents to be an intrinsic task of their own library, too. There are no significant differences on this question with regard to region, type of library, library size or other factors.

*Why do you not consider the long-term preservation of digital documents to be an intrinsic task of your own library? In your opinion, who should take over this task?*

14% think that although it is a task of libraries in general, the long-term preservation of digital documents cannot be an intrinsic task of their own library. Again, there are various reasons for this opinion, but some overall arguments can be discerned from the list of explanations given.

- > Many respondents consider their own library's financial and technical means to be too limited for the creation and maintenance of a repository of digital documents.
- > There is wide consensus among the respondents that the long-term preservation of digital documents should be a centralised task, coordinated at a national level.
- > The task is mostly assigned to national libraries, big regional libraries that already archive deposit copies, library networks or specialised archives.



*Which other institutions that could perform this task instead of your library already offer a digital repository?*

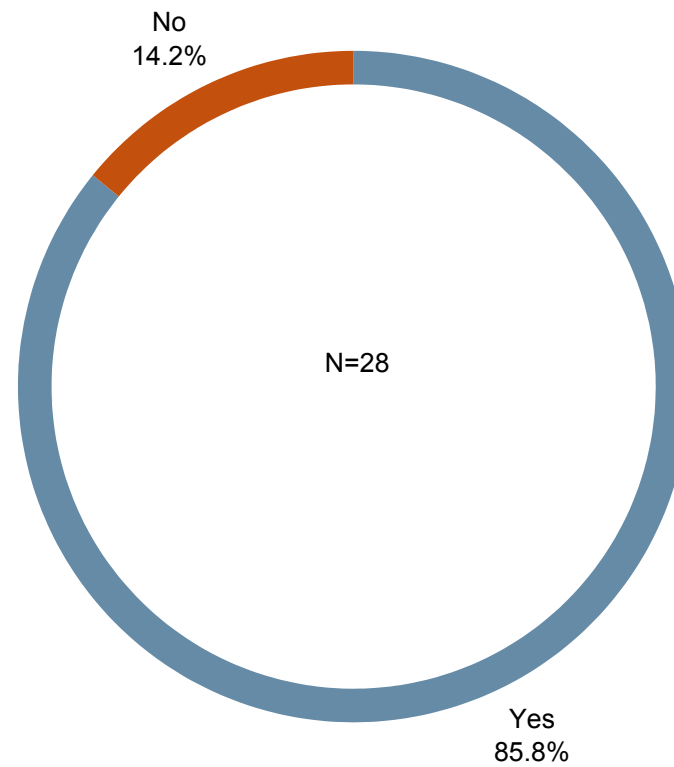
Respondents who answered No to question 3 were also asked to mention other institutions that already offer a digital repository, thus releasing the libraries from this task. With few exceptions, respondents state that the national libraries of their countries already take responsibility for the long-term preservation of digital documents.

*Which kinds of digital documents should be archived in your library most urgently?*

Respondents who consider the long-term preservation of digital documents as a proper task of their library were asked which kinds of digital documents should be archived in their library most urgently. In this context, online documents and websites are regarded as slightly more important than ready-to-print master files or offline documents. 99 respondents also mention other types of documents that should be archived at their library, including mainly theses and other papers produced by their own university, along with digitised versions of pictures, rare books and the like. The comparatively high importance assigned to these latter documents displays some misunderstanding within the survey, since these digitised versions of existing printed material cannot be regarded as original digital documents (documents that are “born digital”) as defined at the beginning of the questionnaire.

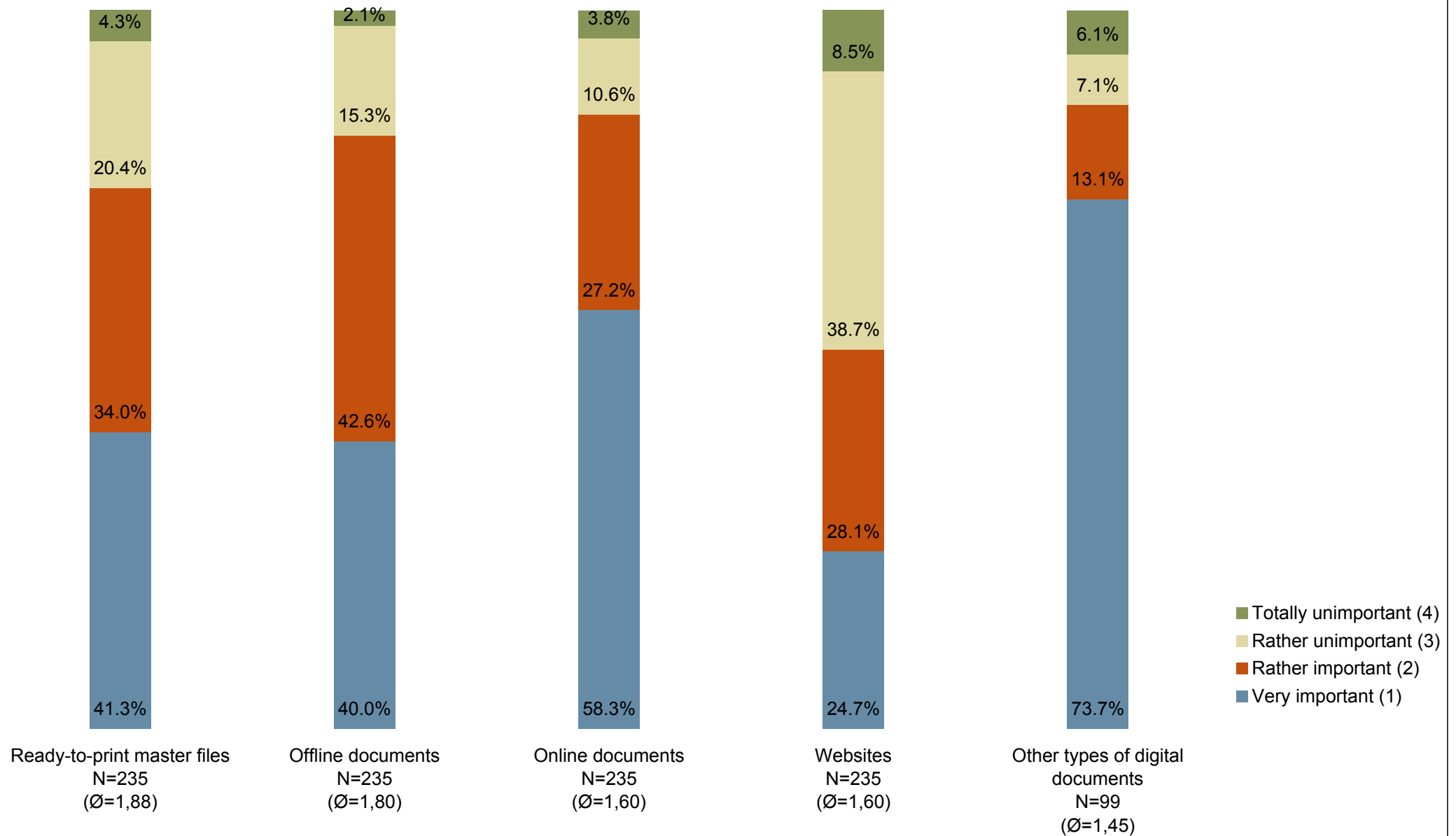
Q3 - Do you consider the long-term preservation of digital documents to be an intrinsic task of your own library?

42



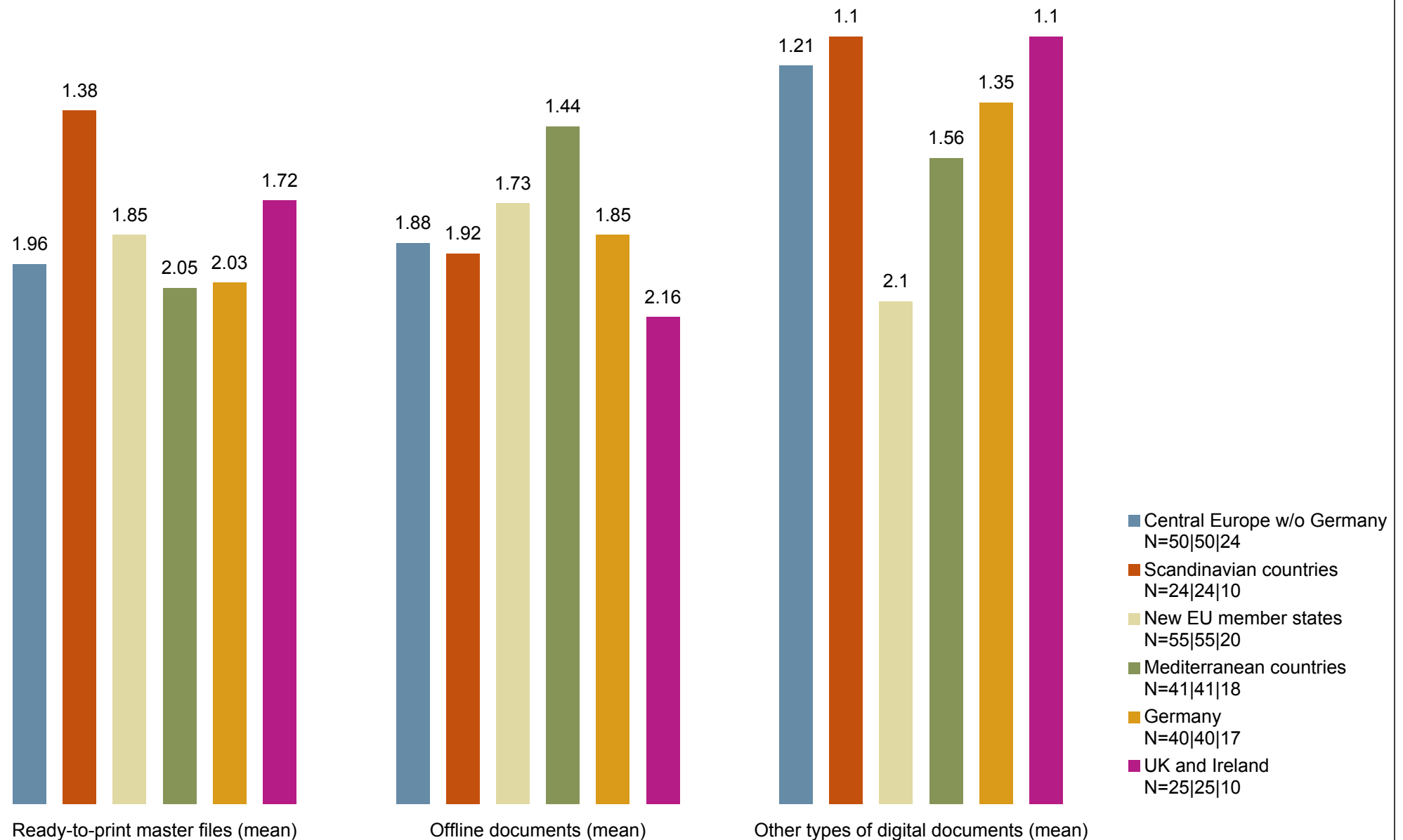
### Q3.2 - Which kinds of digital documents should be archived in your library most urgently?

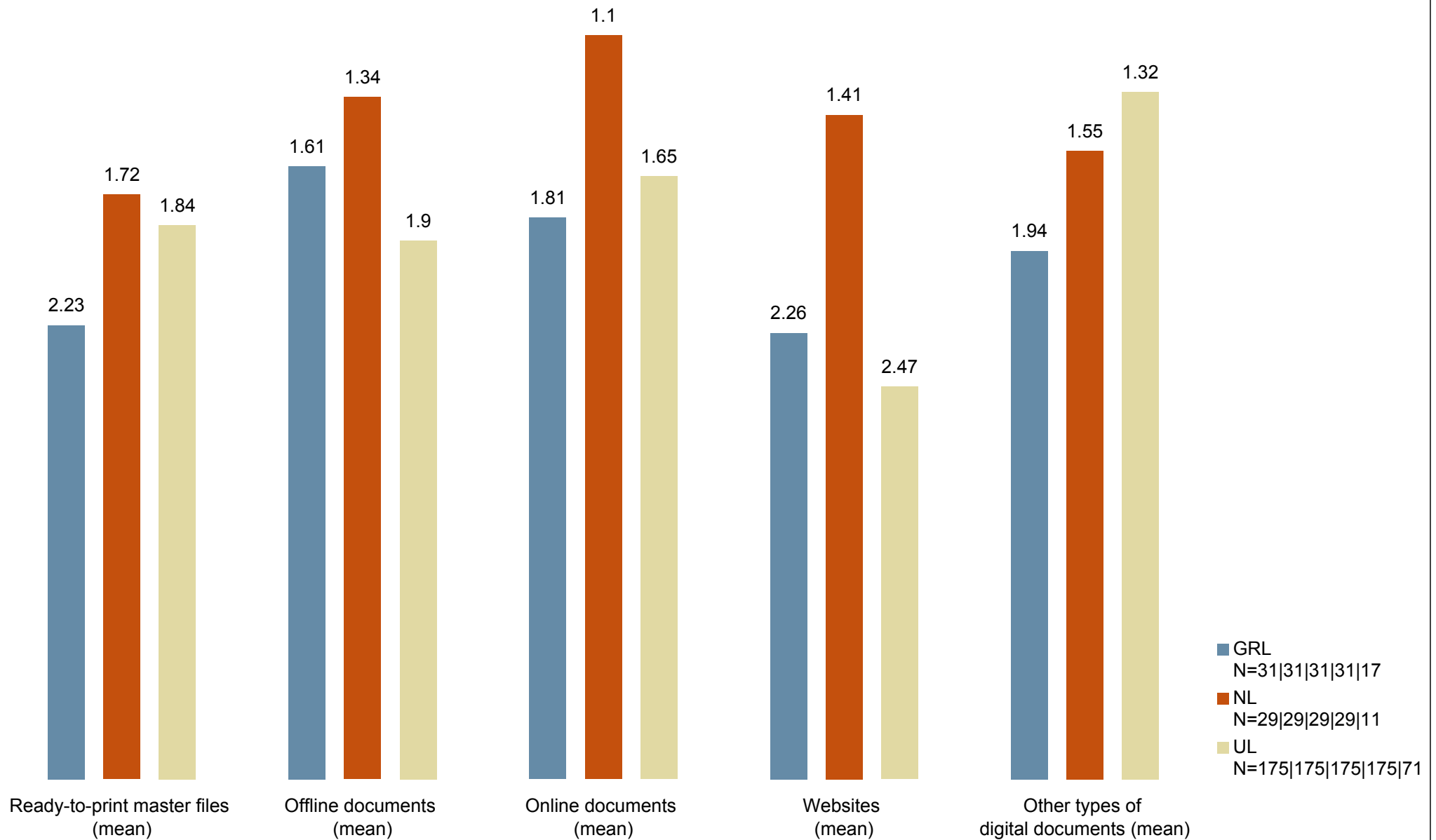
43



### Q3.2 - Which kinds of digital documents should be archived in your library most urgently? \* Region

44



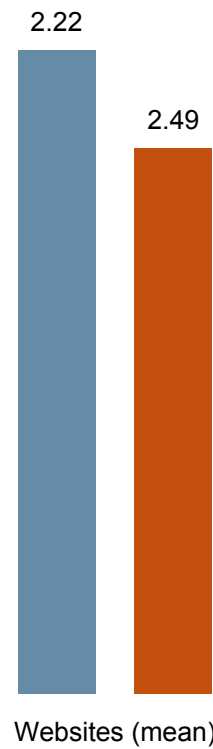


Means are calculated on the scale 1 = "very important" to 4 = "totally unimportant"

### Q3.2 - Which kinds of digital documents should be archived in your library most urgently? \*

46

Foundation of library



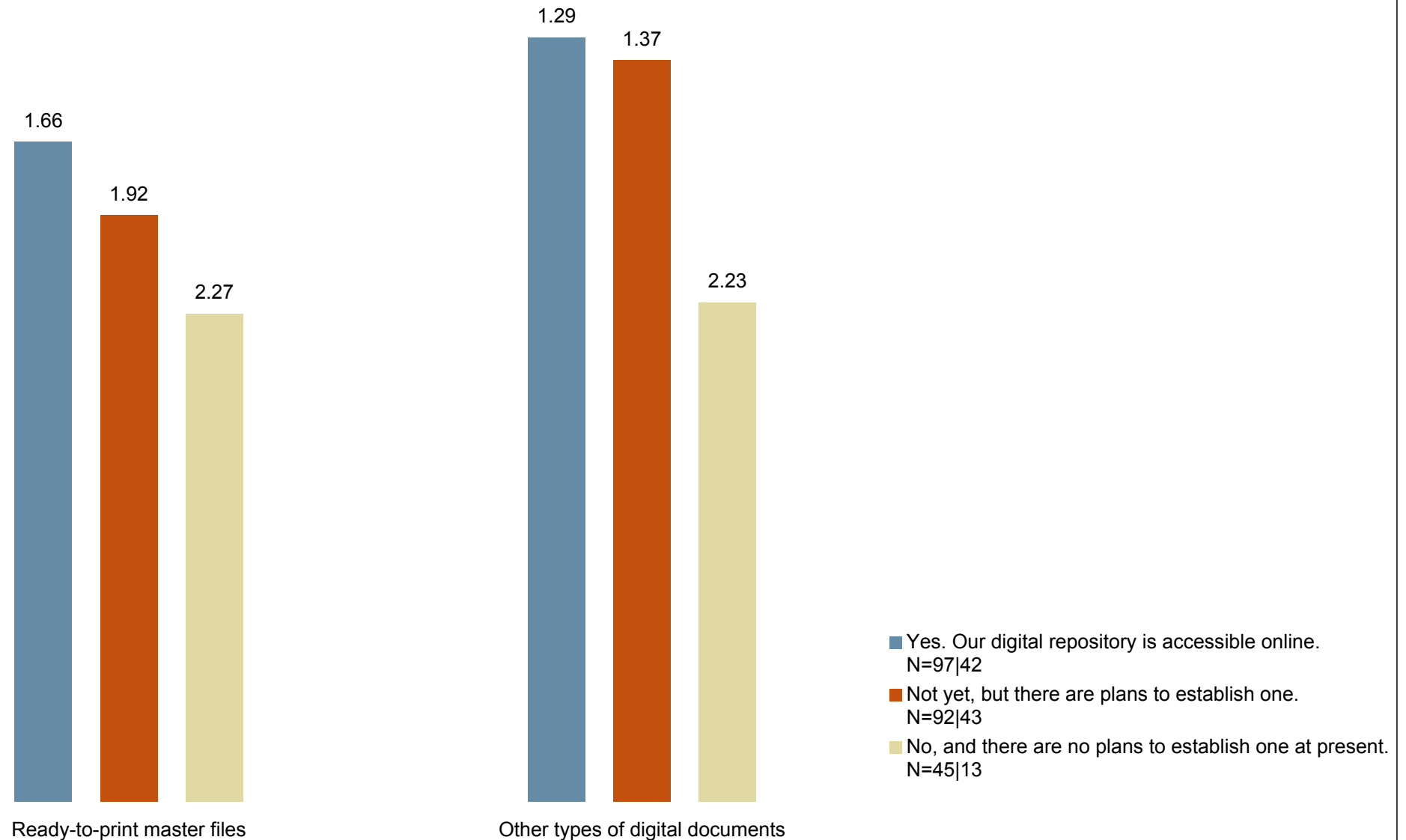
■ Before 1960  
N=155  
■ 1960 to present  
N=73

Means are calculated on the scale  
1 = "very important" to 4 = "totally unimportant"

Q3.2 - Which kinds of digital documents should be archived in your library most urgently? \*

47

Q4 - Does your library already maintain a repository of digital documents?

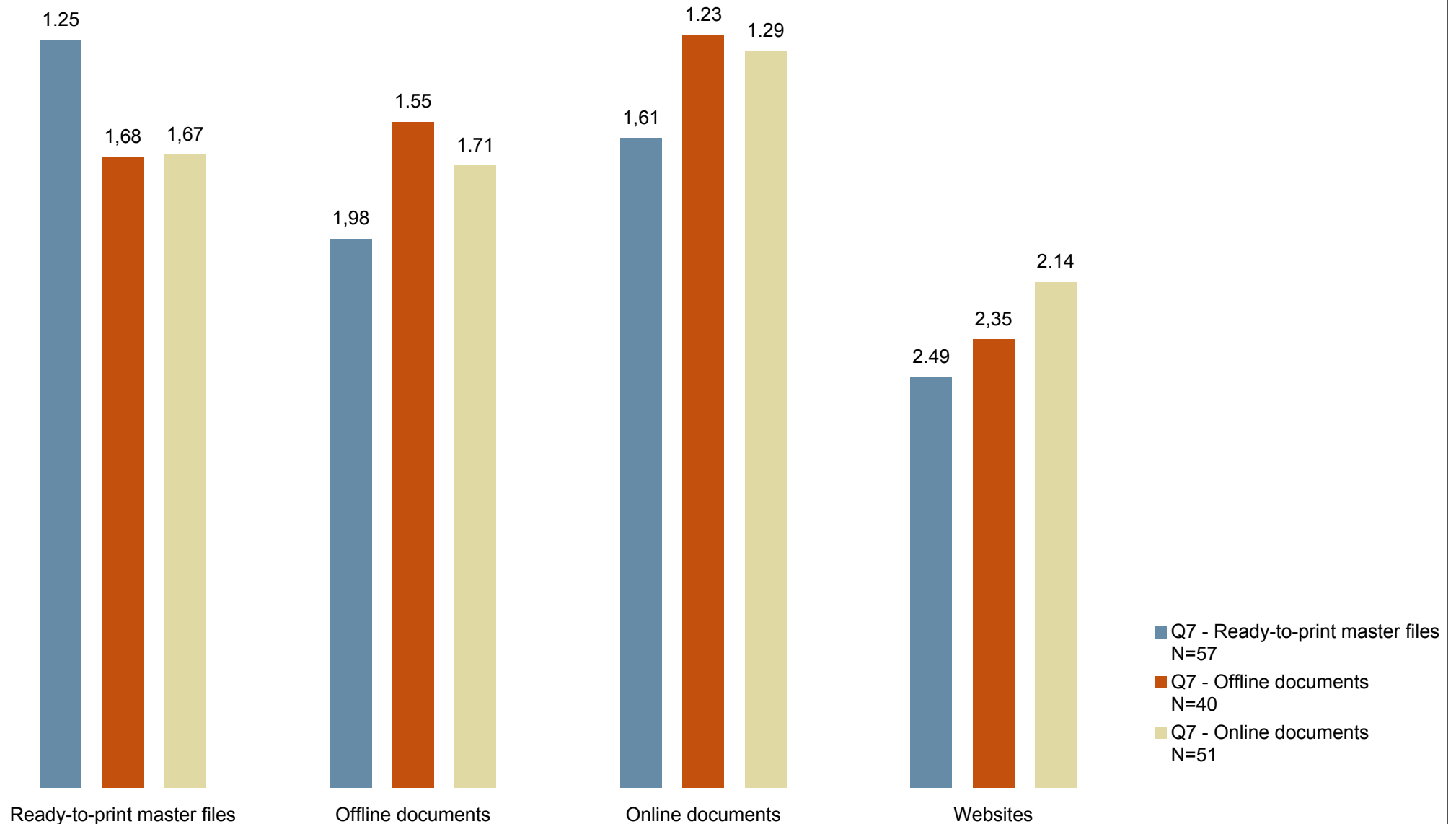


Means are calculated on the scale 1 = "very important" to 4 = "totally unimportant"

Q3.2 - Which kinds of digital documents should be archived in your library most urgently? \*

48

Q7 - Which kinds of digital documents do you already archive at your library?



Means are calculated on the scale 1 = "very important" to 4 = "totally unimportant"





## EXISTING AND PLANNED REPOSITORIES OF DIGITAL DOCUMENTS

### Question 4

#### Question 4

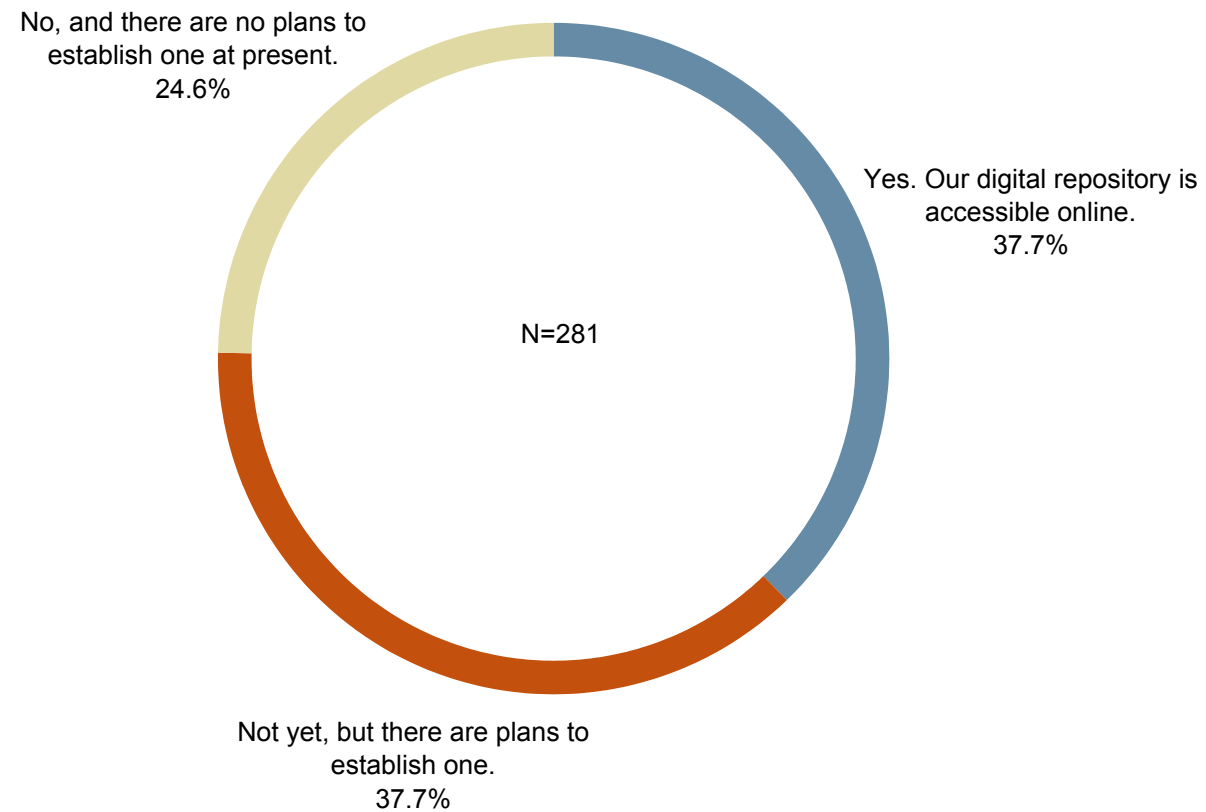
*Does your library already maintain a repository of digital documents?*

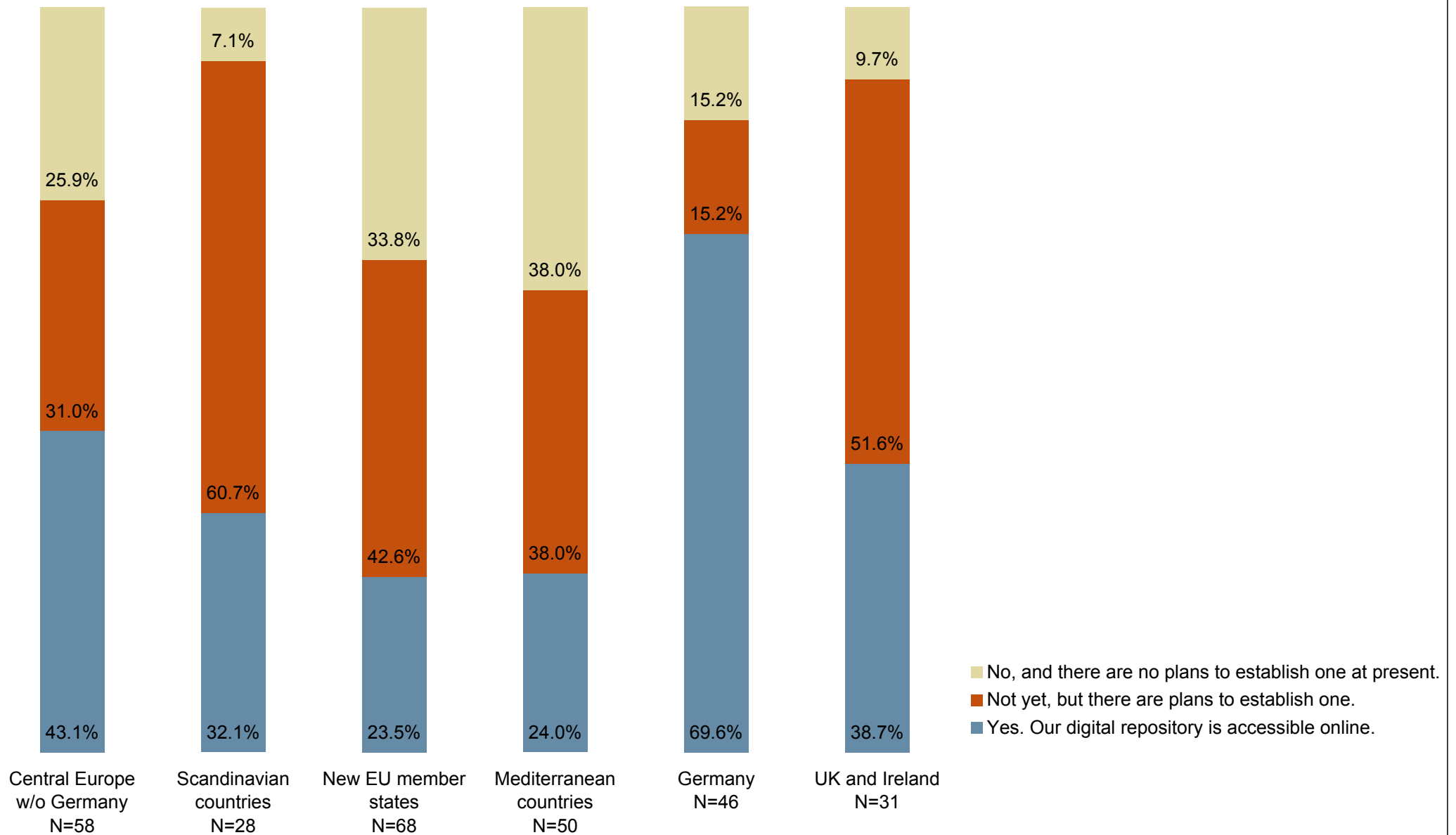
38% of the libraries already maintain a repository of digital documents which is also accessible online. An equal number of libraries have plans to establish such a repository. In most cases, implementation of this repository is scheduled for the year 2006.

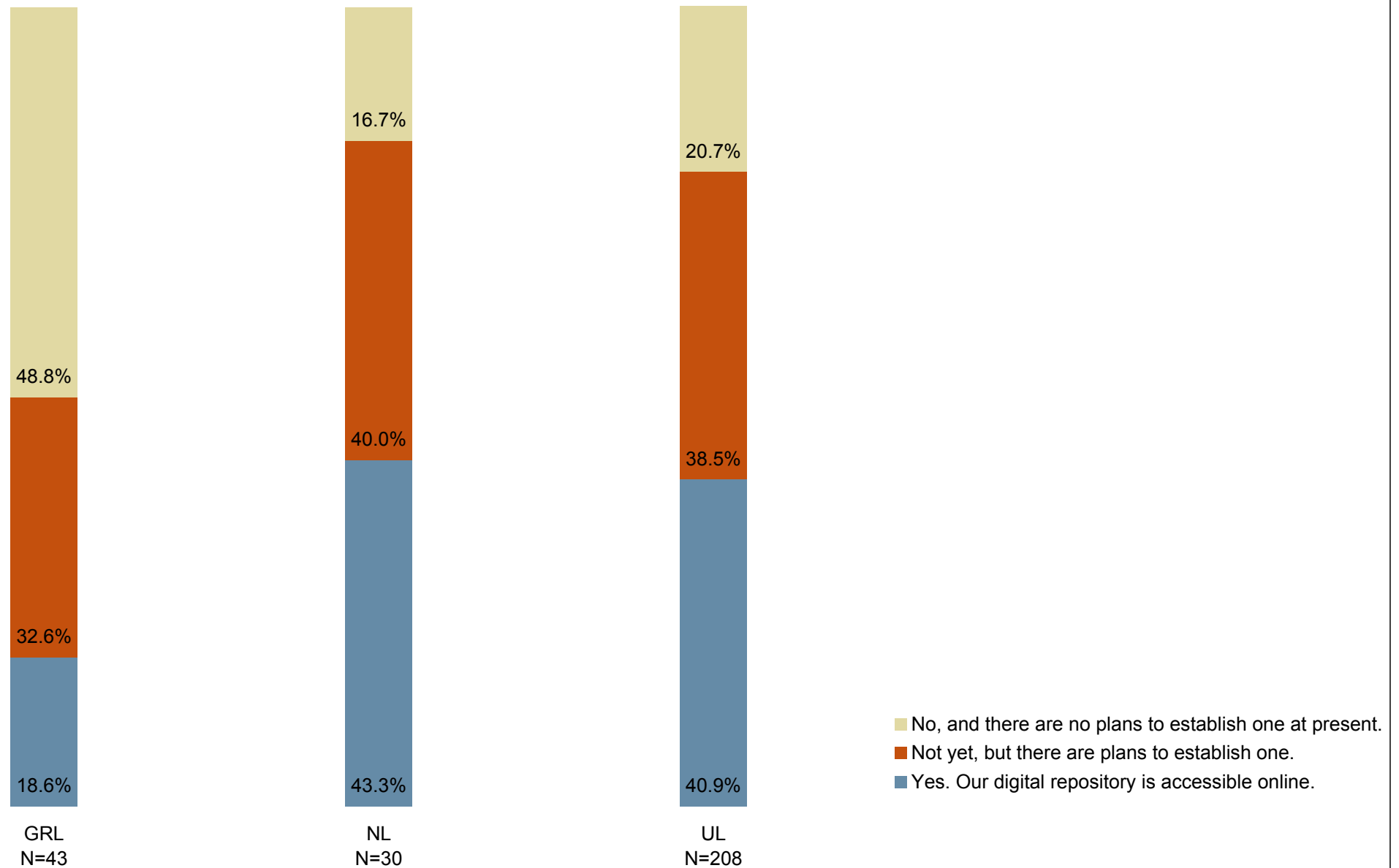
Germany has by far the highest percentage of existing repositories of digital documents (70%). The smallest number can be found in the Mediterranean countries and the new EU member states (24% each). The percentage of libraries planning to create a digital repository is highest in Scandinavia, the United Kingdom and Ireland.

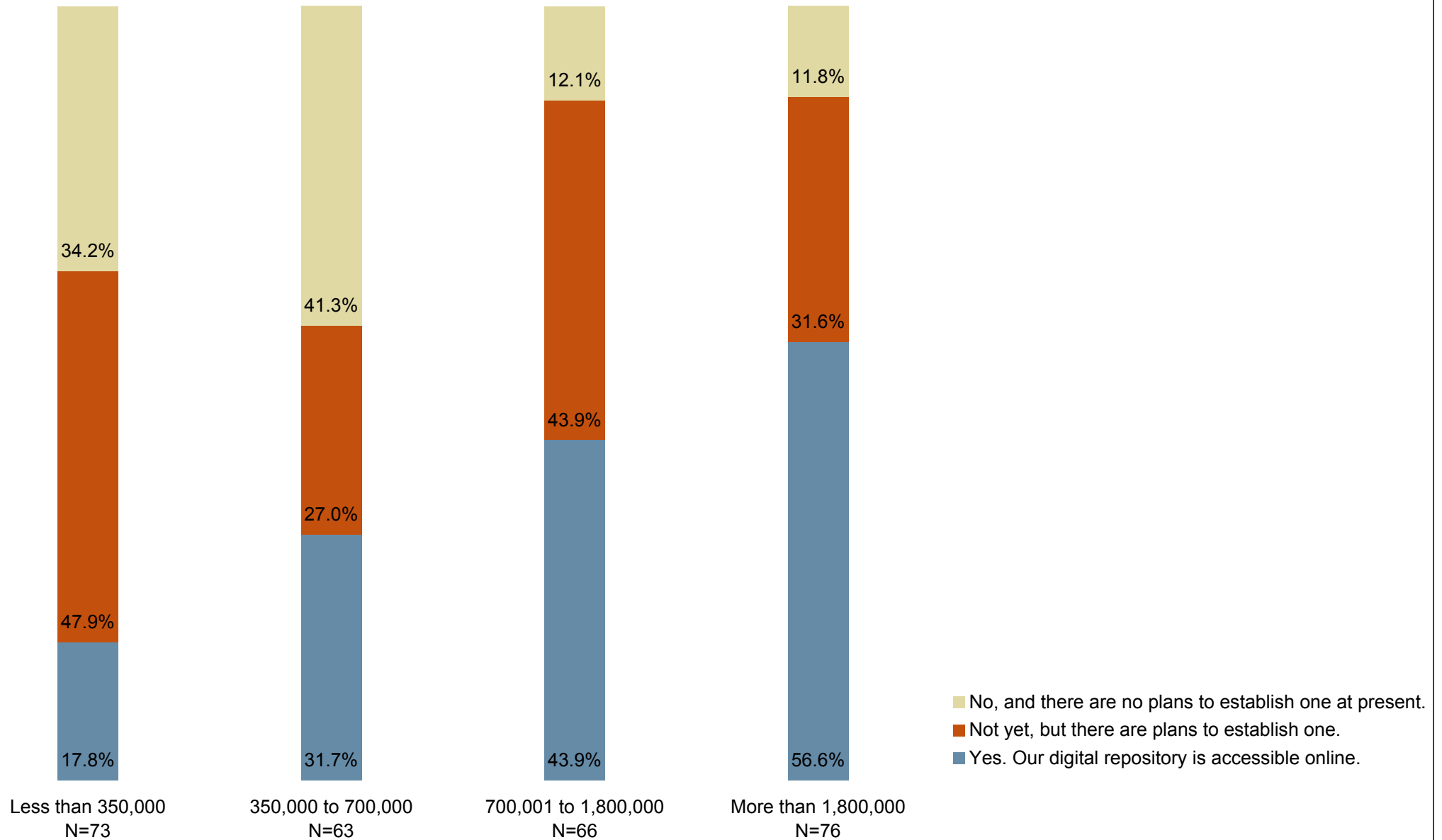
National libraries are more likely to offer a repository for digital documents; the number of existing repositories increases as the libraries in question get bigger.

A list of URLs of digital repositories accessible online can be found in the tables section on the enclosed CD-ROM.



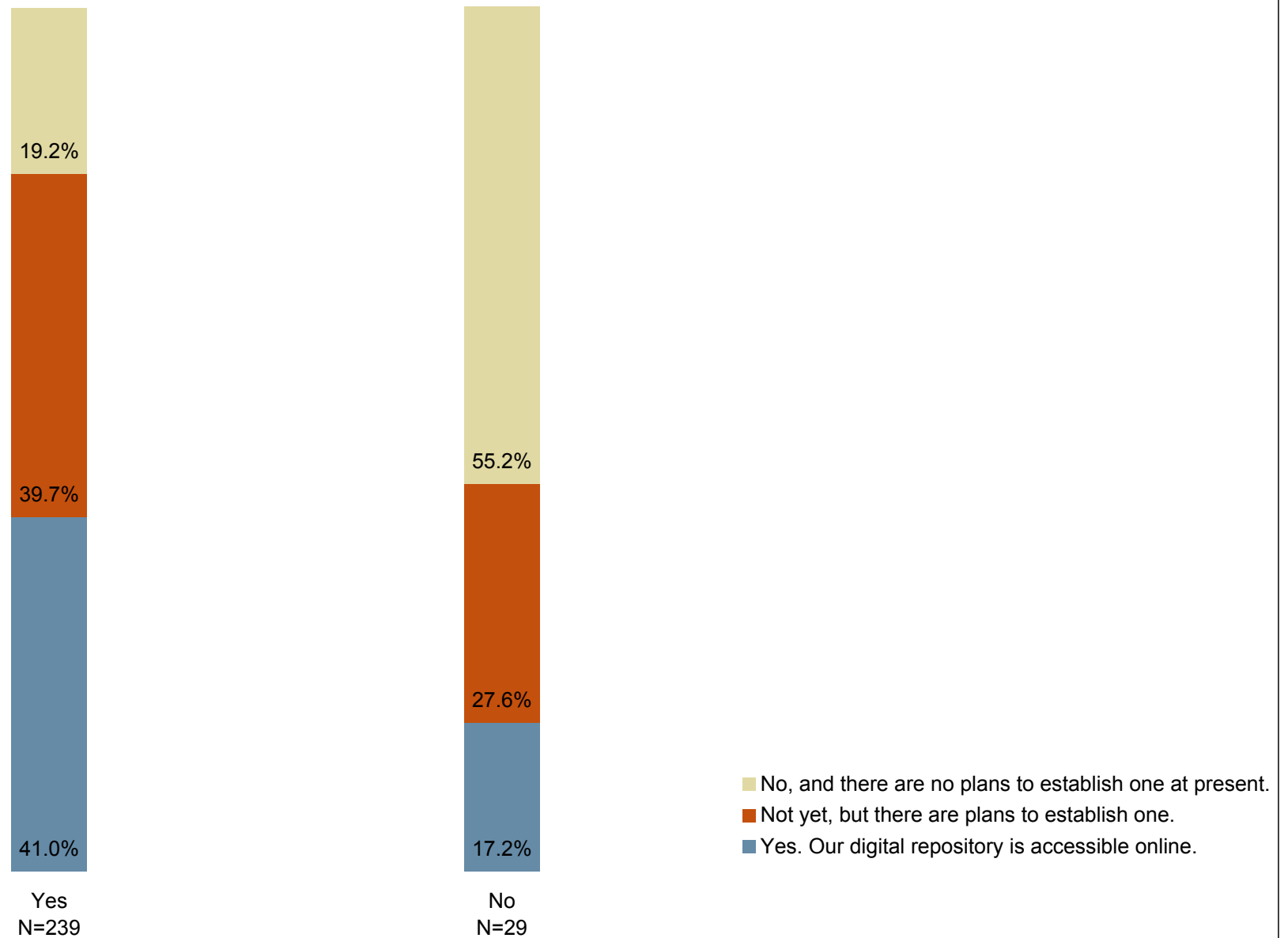


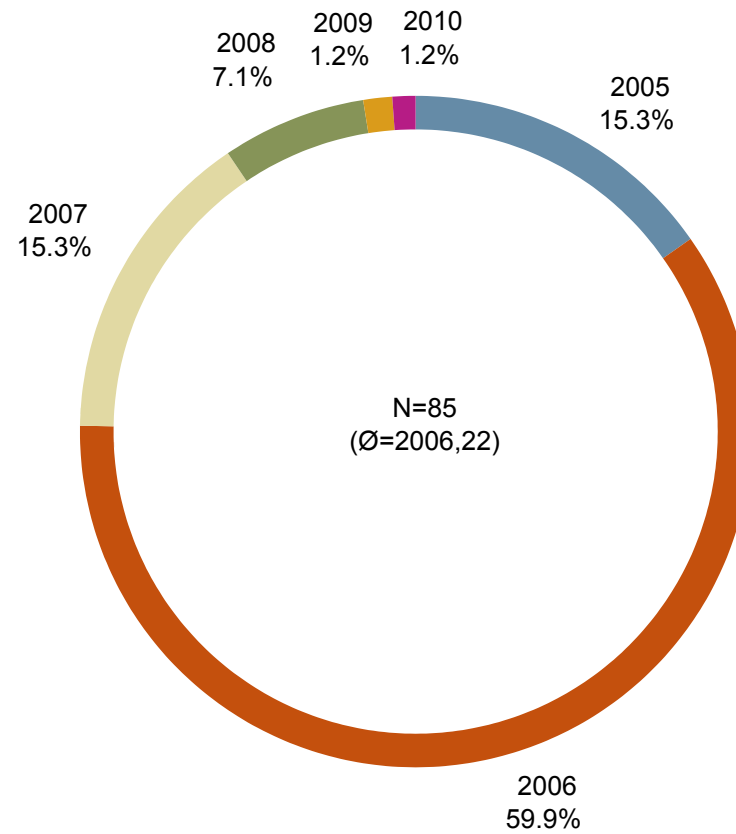




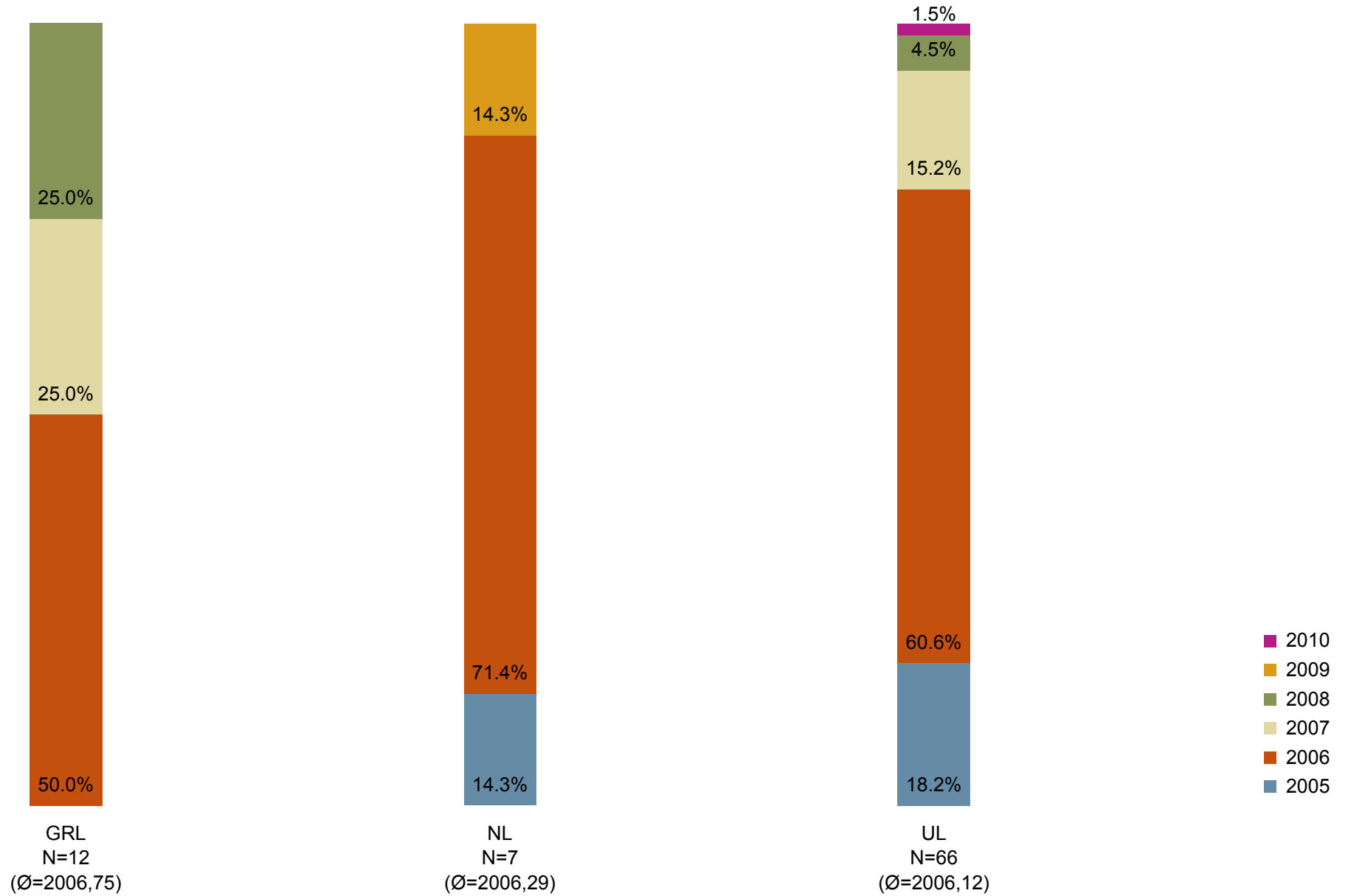
Q4 - Does your library already maintain a repository of digital documents? \* Q2 - Generally speaking, do you consider the long-term preservation of digital documents to be an intrinsic task of libraries?

55

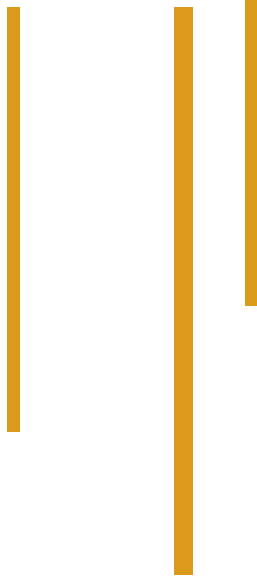












## ASSESSMENT AND DESCRIPTION OF EXISTING AND PLANNED DIGITAL REPOSITORIES

Questions 5 | 6 | 7 | 8 | 9 | 10

**Questions 5 | 6 | 7 | 8 | 9 | 10**

Questions 5 to 10 deal with the evaluation and assessment of existing or planned repositories of digital documents and are therefore applicable only to the 212 libraries that answered Yes at question 4.

**Question 5**

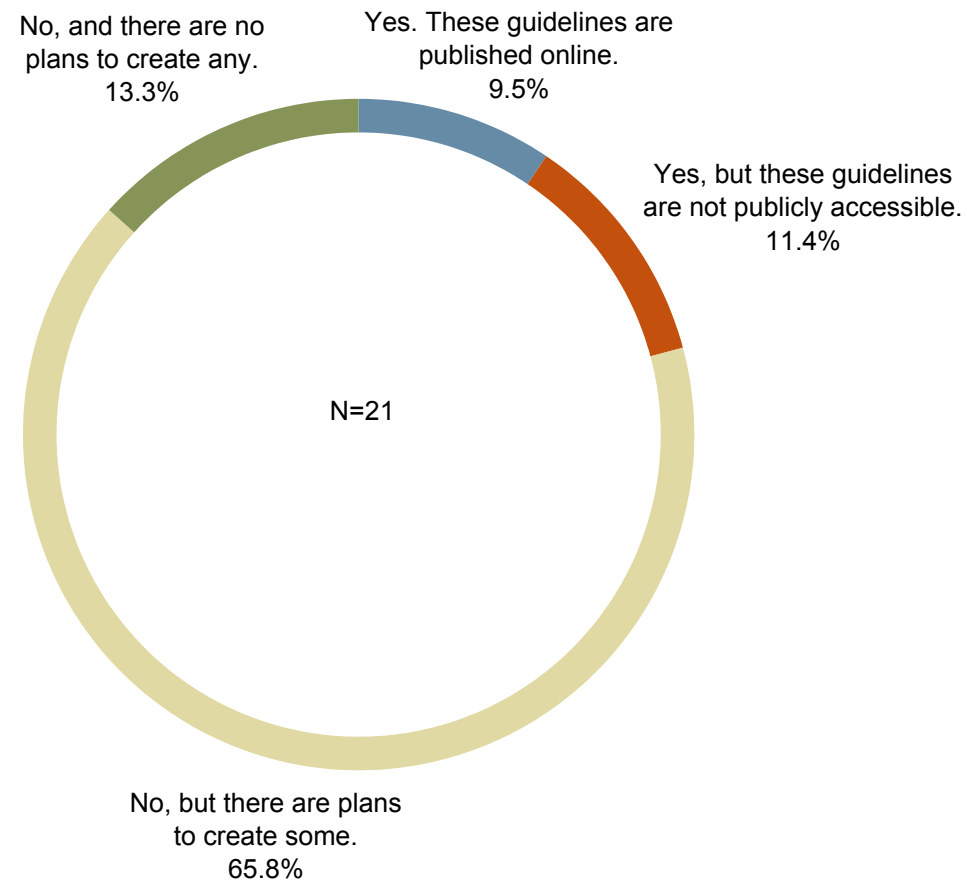
*Does your library have any written guidelines for the long-term preservation of digital documents?*

20% of all the libraries that maintain or plan to establish a digital repository have written guidelines for the long-term preservation of digital documents. 10% state that these guidelines are published online. Only 13% of the libraries do not have plans to create such guidelines. As would be expected, libraries that already have a digital repository are much more likely to have written guidelines.

*Does your library have any written guidelines for the collection of digital documents?*

Libraries that have written guidelines for the long-term preservation of digital documents were asked whether they also have guidelines for the collection of digital documents. Within this group, the majority also have guidelines for collection, but these are not accessible online. 17% of the libraries have published the guidelines online and 16% have plans to create such guidelines.

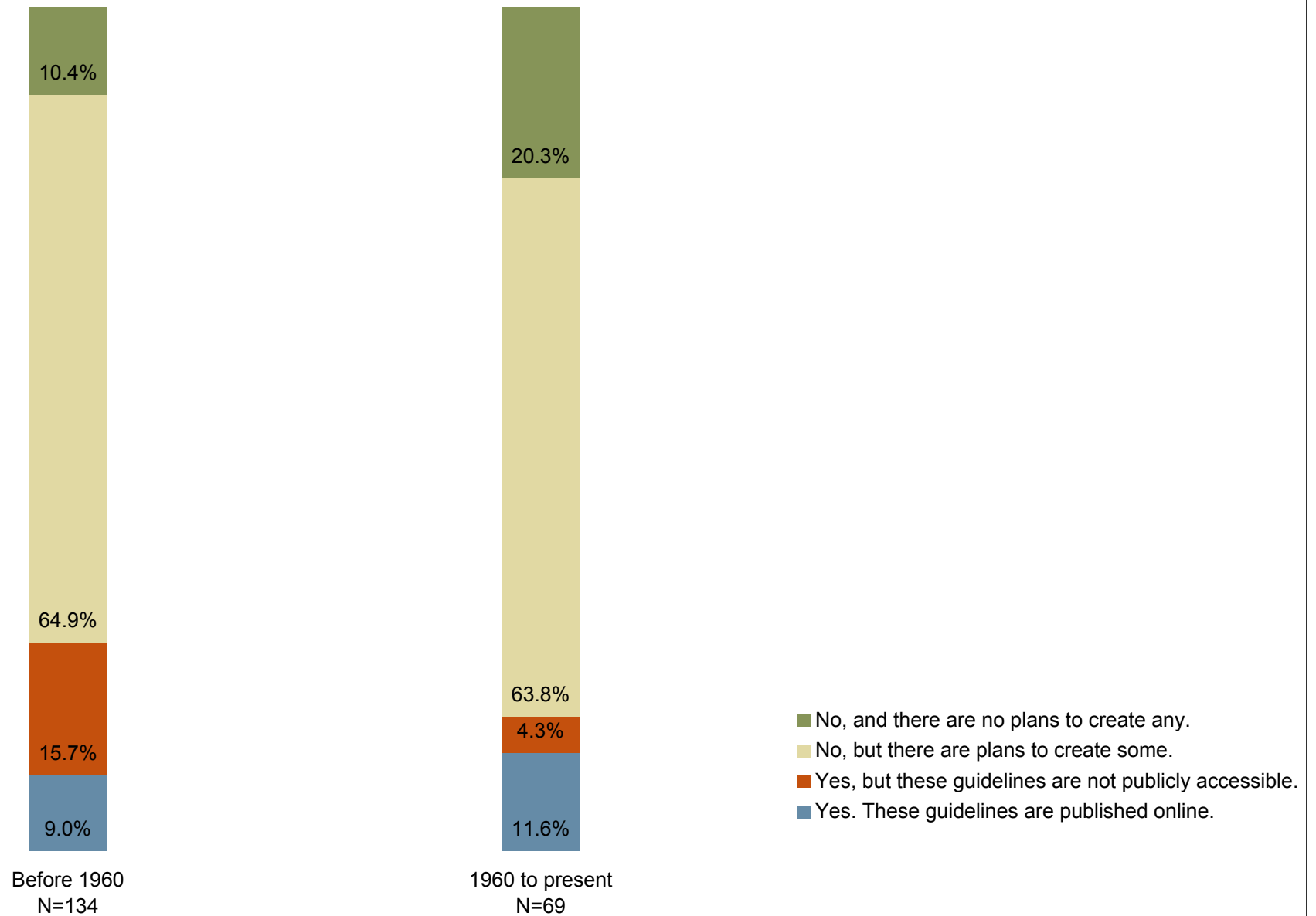
A list of URLs for guidelines published online is included in the tables section on the CD-ROM.



Q5 - Does your library have any written guidelines for the long-term preservation of digital documents? \*

62

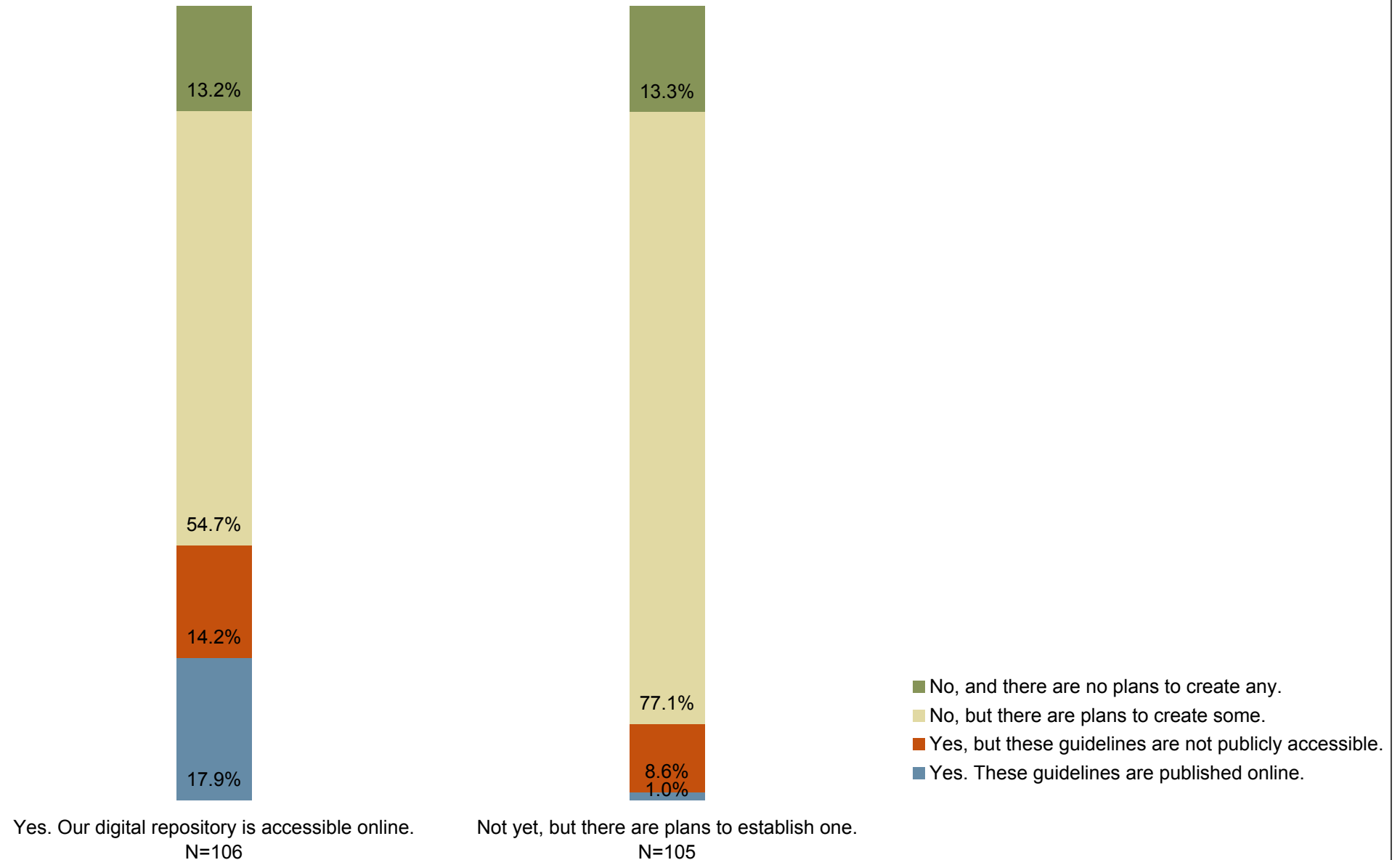
Foundation of library

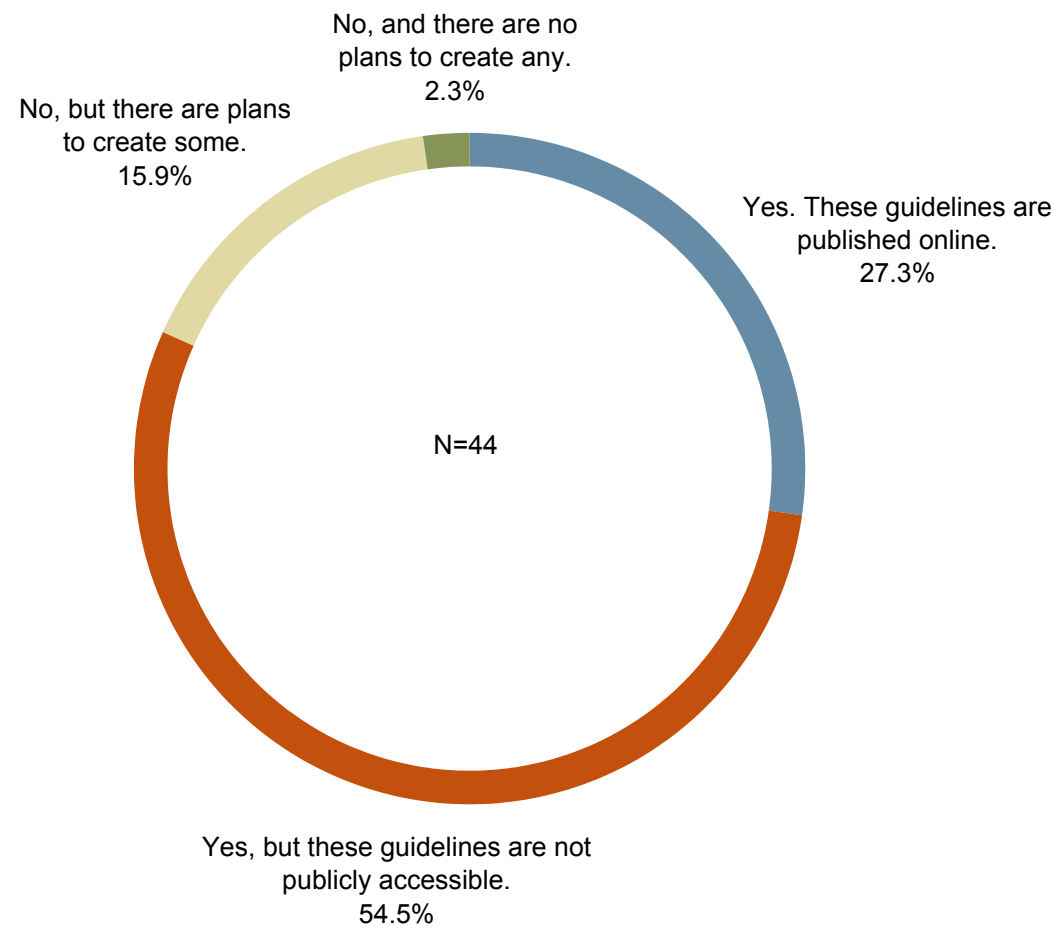


Q5 - Does your library have any written guidelines for the long-term preservation of digital documents? \*

63

Q4 - Does your library already maintain a repository of digital documents?





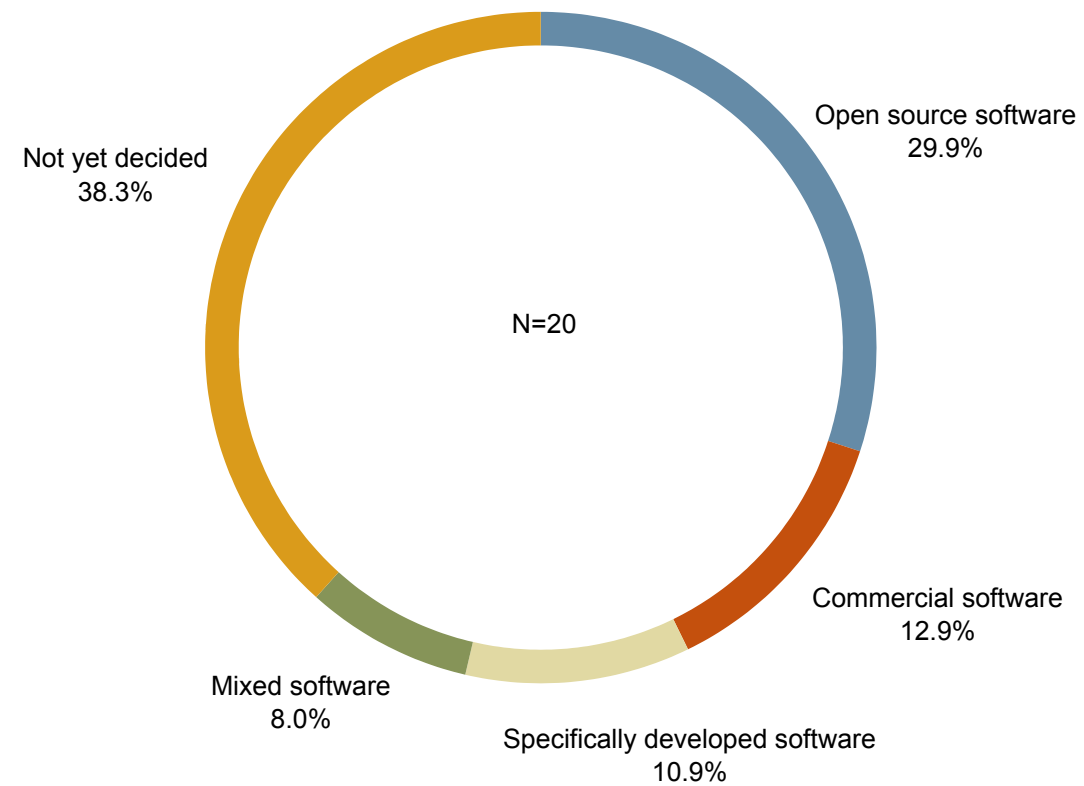


### Question 6

*Which software solution do you use (or intend to use) for your digital repository?*

30% of the libraries that maintain or plan to create a digital repository use or intend to use open source software for this purpose. 13% use a commercial solution, 11% opted for specifically developed software and 8% (plan to) use software that consists of various components.

Apparently it is not easy to make a clear distinction between the different types of software, since diverse brands are mentioned in more than one category. However, DSpace, ePrints, Opus and MyCoRe are the most commonly used solutions. A complete listing of the software used by each library can be found in the tables section on the CD-ROM.



### Question 7

*Which kinds of digital documents do you already archive at your library?*

In contrast to the answers given in question 3, ready-to-print master files as well as online documents are the most frequently archived digital documents. Slightly more than 20% of libraries archive websites and more than a third archive offline documents.

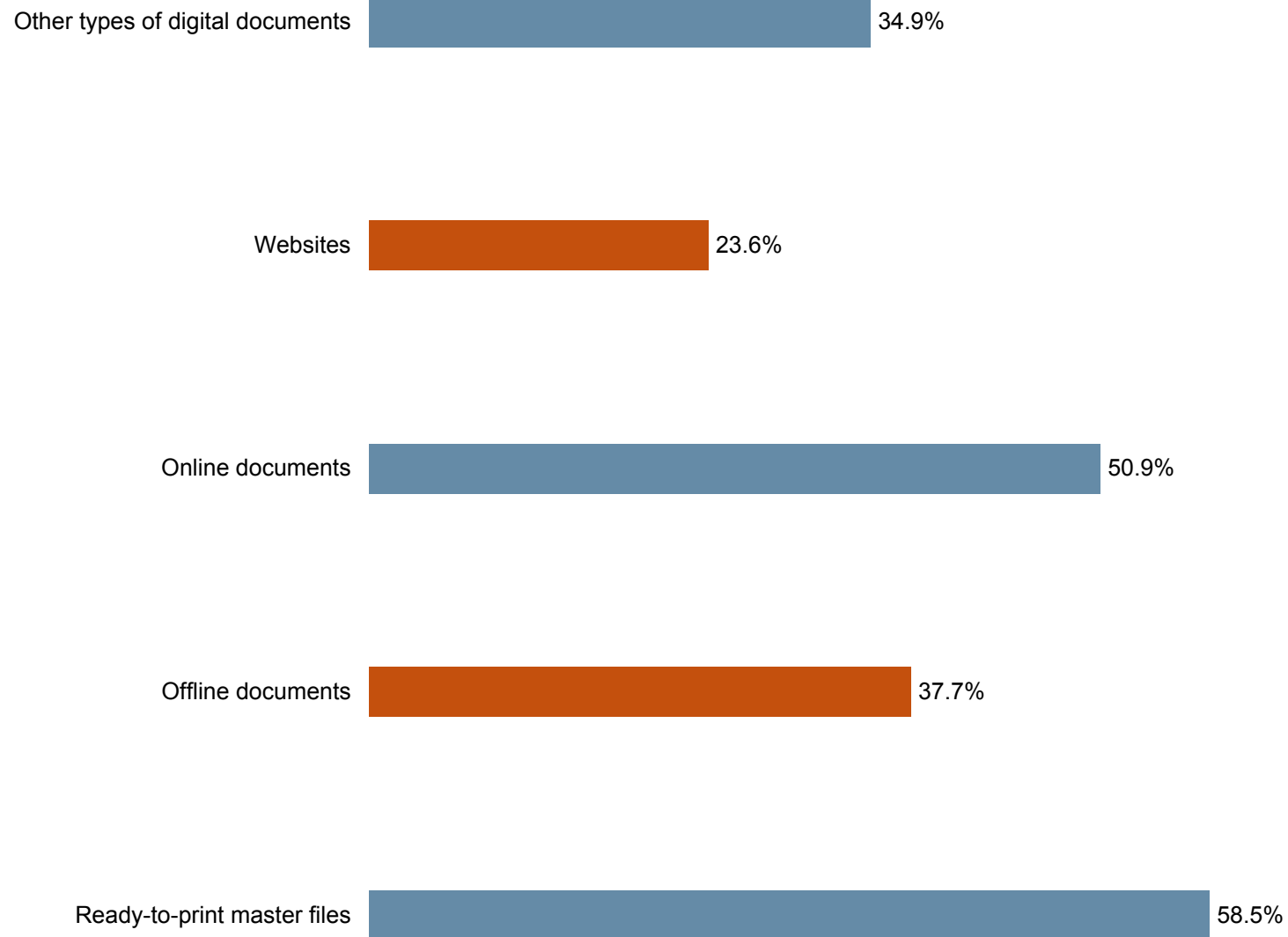
35% of the libraries collect other kinds of digital documents, mostly theses and other papers produced by their own university, but also images, sound files and digitised material.

*How many of these digital documents do you already archive at your library?*

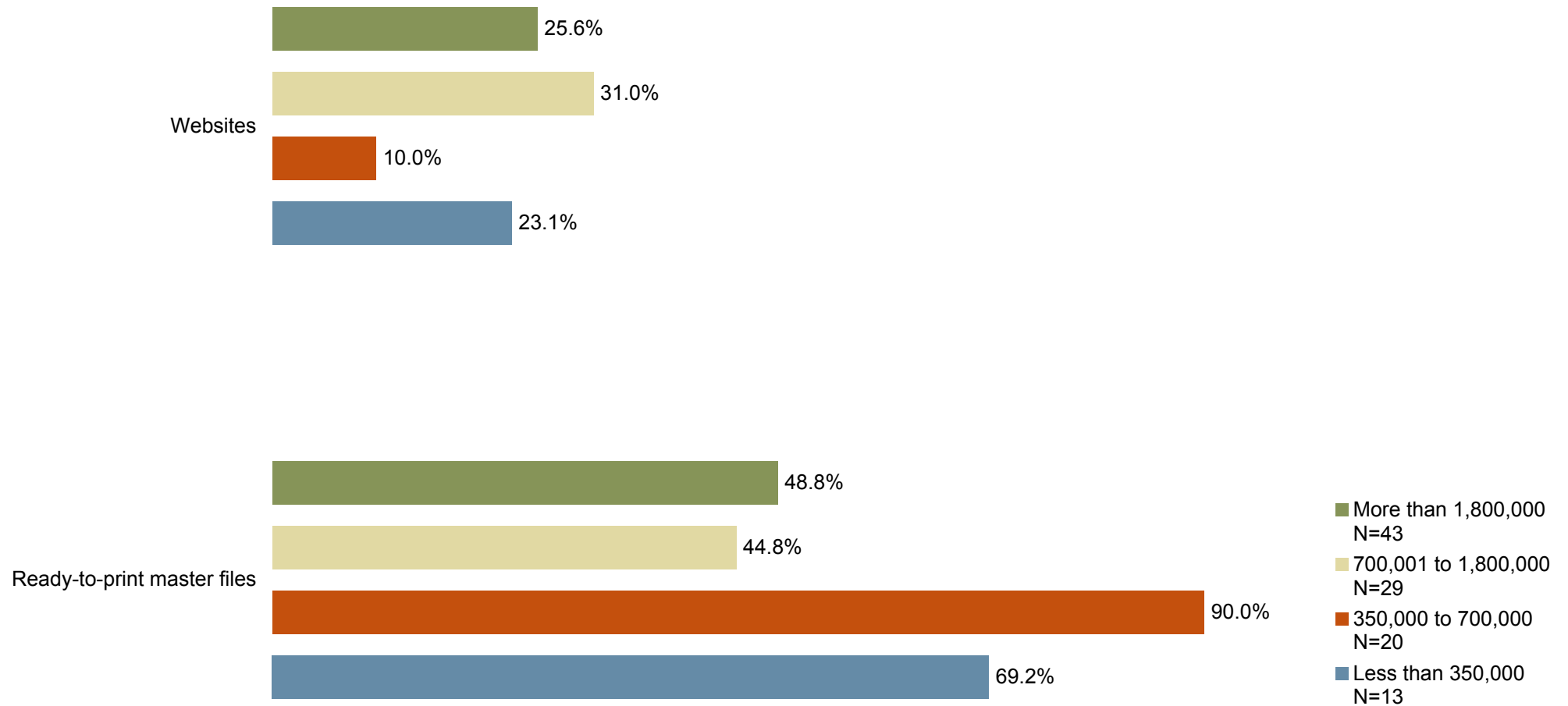
The quantity of digital documents already being archived at the libraries was given as an absolute number. However, it appears useful to create two categories below and above the number of 500 documents. Means should be interpreted with caution since in some cases a small number of libraries archive a very large quantity of documents. This is particularly the case for websites. For detailed information on this question please consult the tables on the CD-ROM.

## Q7 - Which kinds of digital documents do you already archive at your library?

68

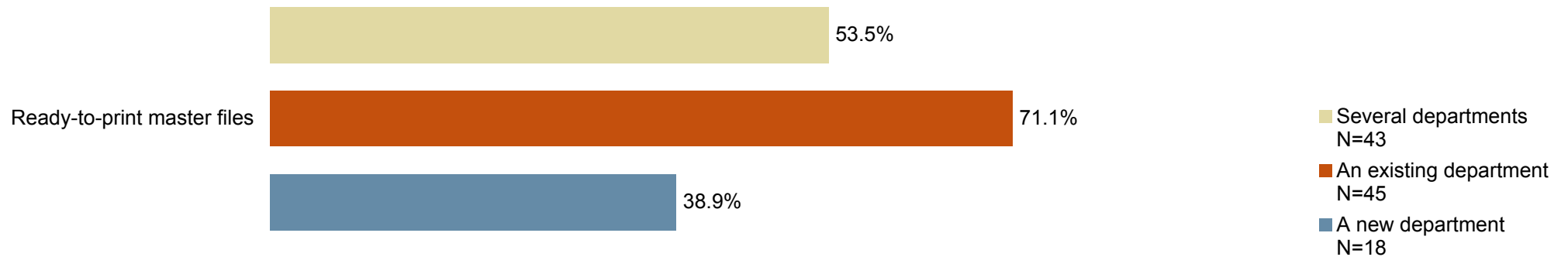


N=10



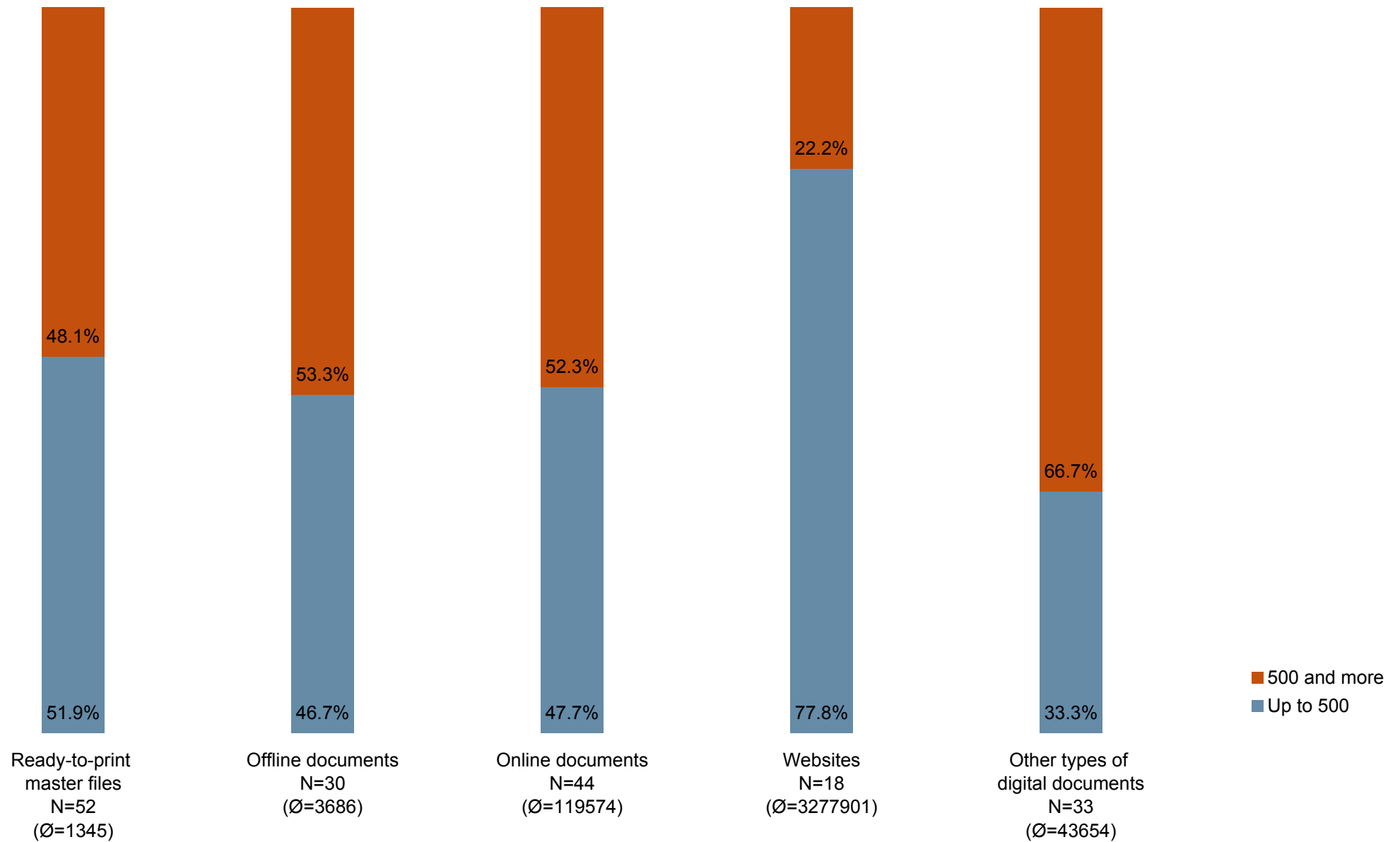
Q7 - Which kinds of digital documents do you already archive at your library? \* Q9 - Which department(s) is (are) responsible for the long-term preservation of digital documents within the organizational structure of your library?

70



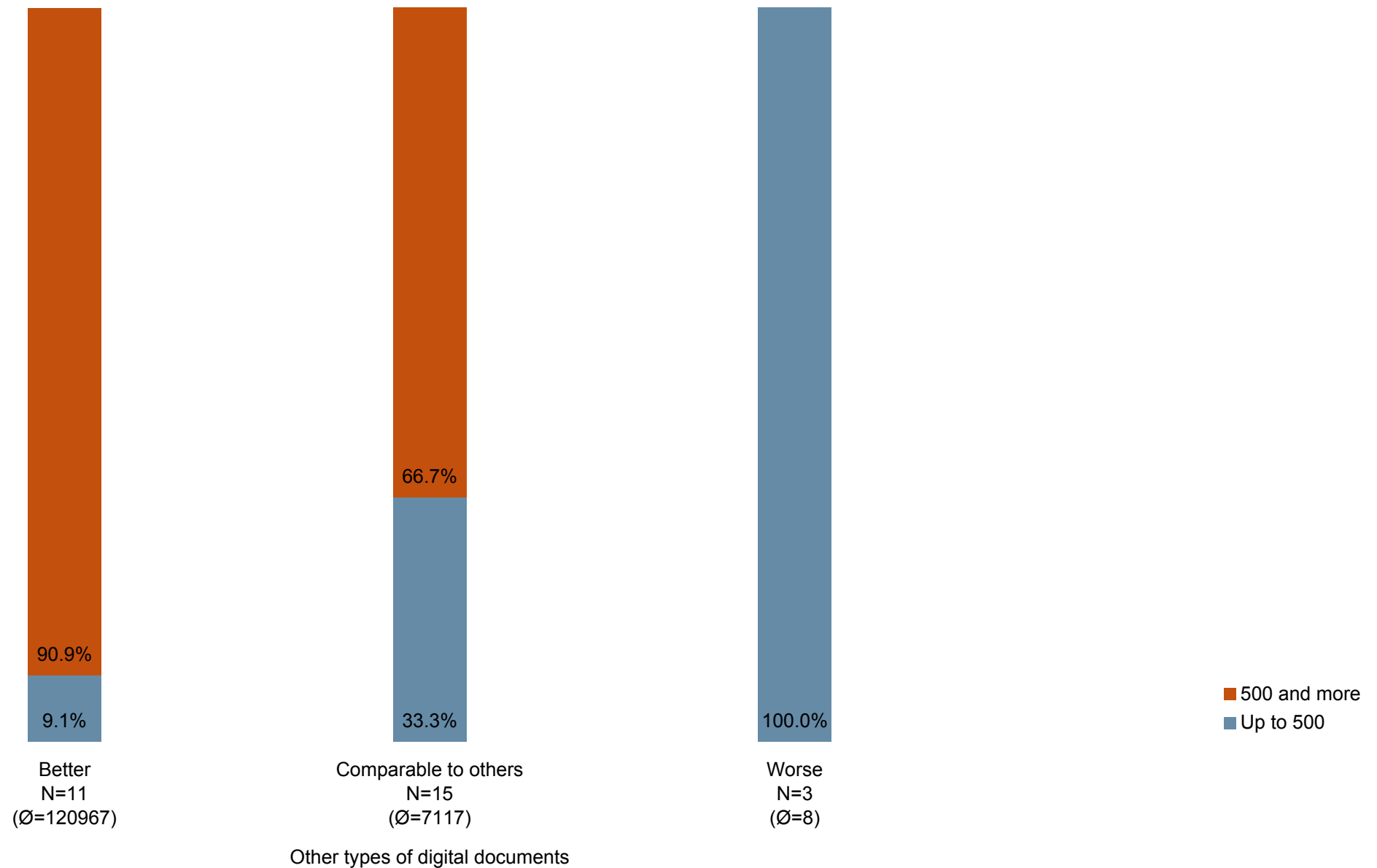
## Q7.1 - How many of these digital documents do you already archive at your library?

71



Q7.1 - How many of these digital documents do you already archive at your library? \* Q8 - How would you assess your digital repository compared to other libraries of a similar size in terms of technical, structural and organizational quality?

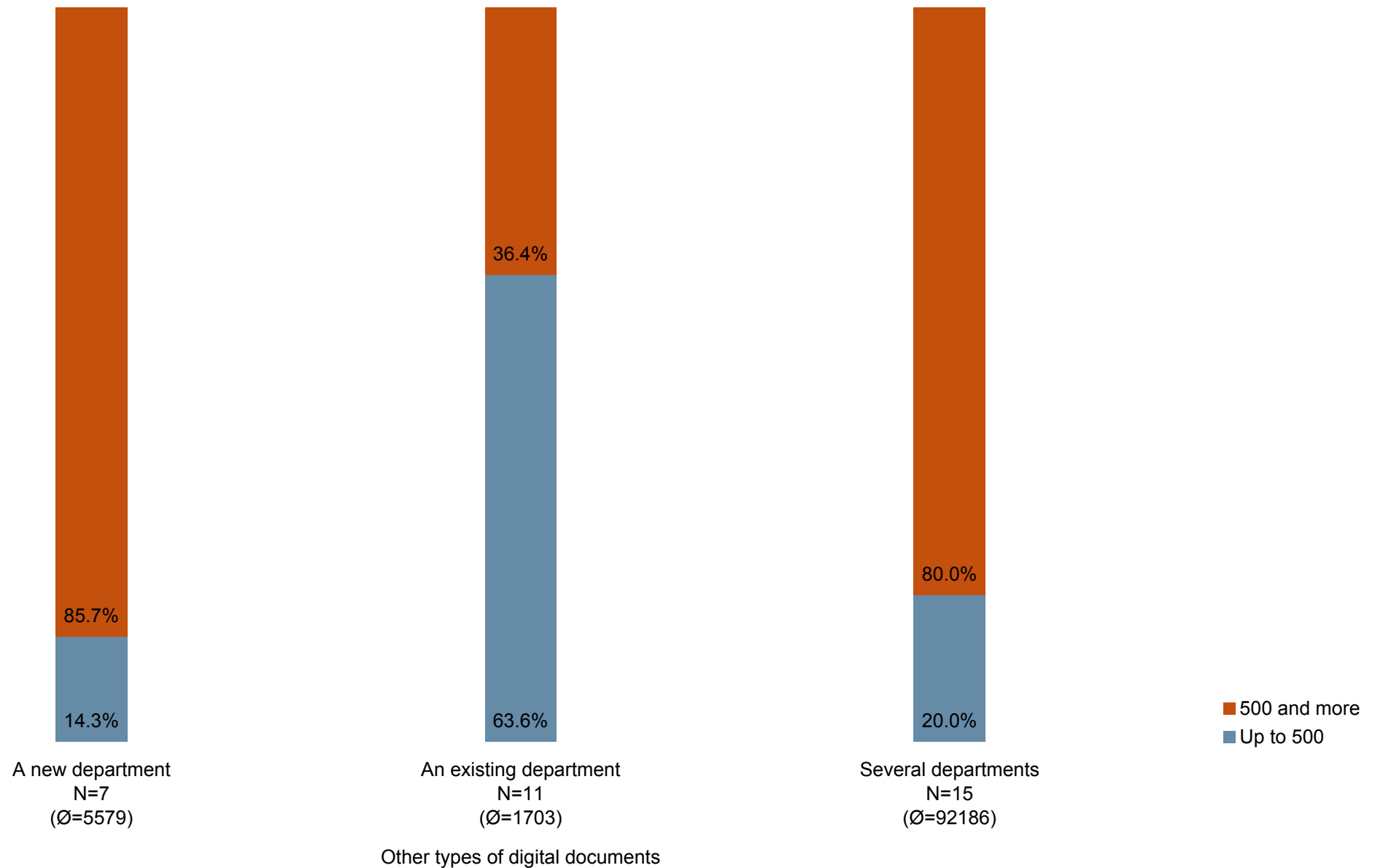
72





Q7.1 - How many of these digital documents do you already archive at your library? \* Q9 - Which department(s) is (are) responsible for the long-term preservation of digital documents within the organizational structure of your library?

73



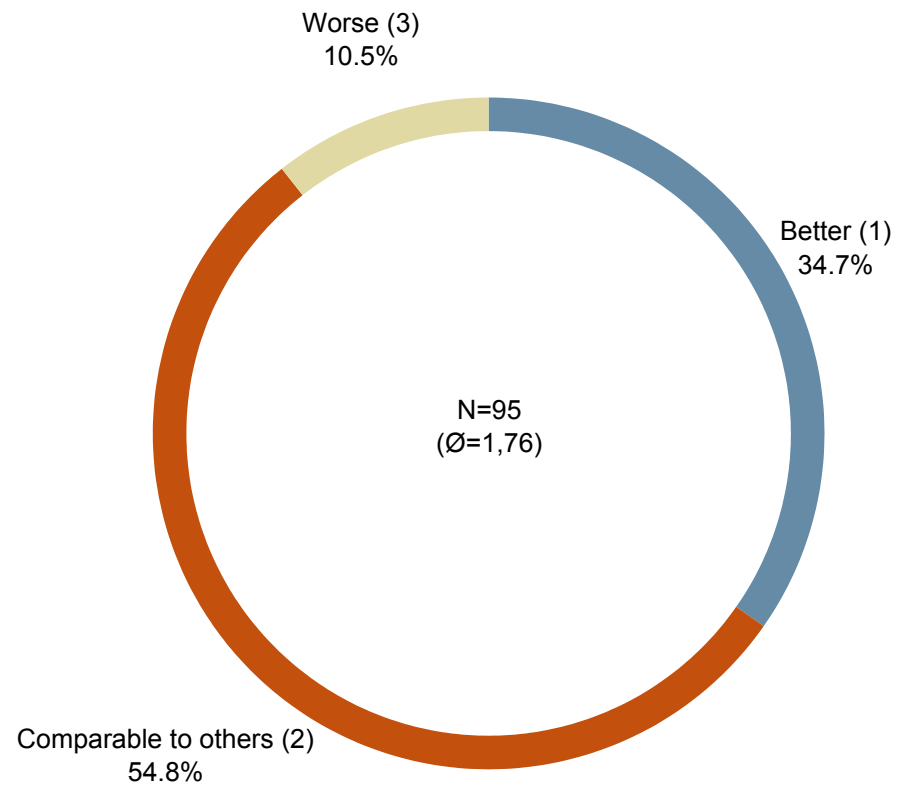
### Question 8

*How would you assess your digital repository in terms of technical, structural and organizational quality, compared to other libraries of a similar size?*

55% of the libraries that maintain a repository of digital documents regard the quality of their repository as comparable to others. 35% think that their repository is better or even considerably better. University libraries are somewhat less satisfied when comparing their digital repositories to those of other types of libraries.

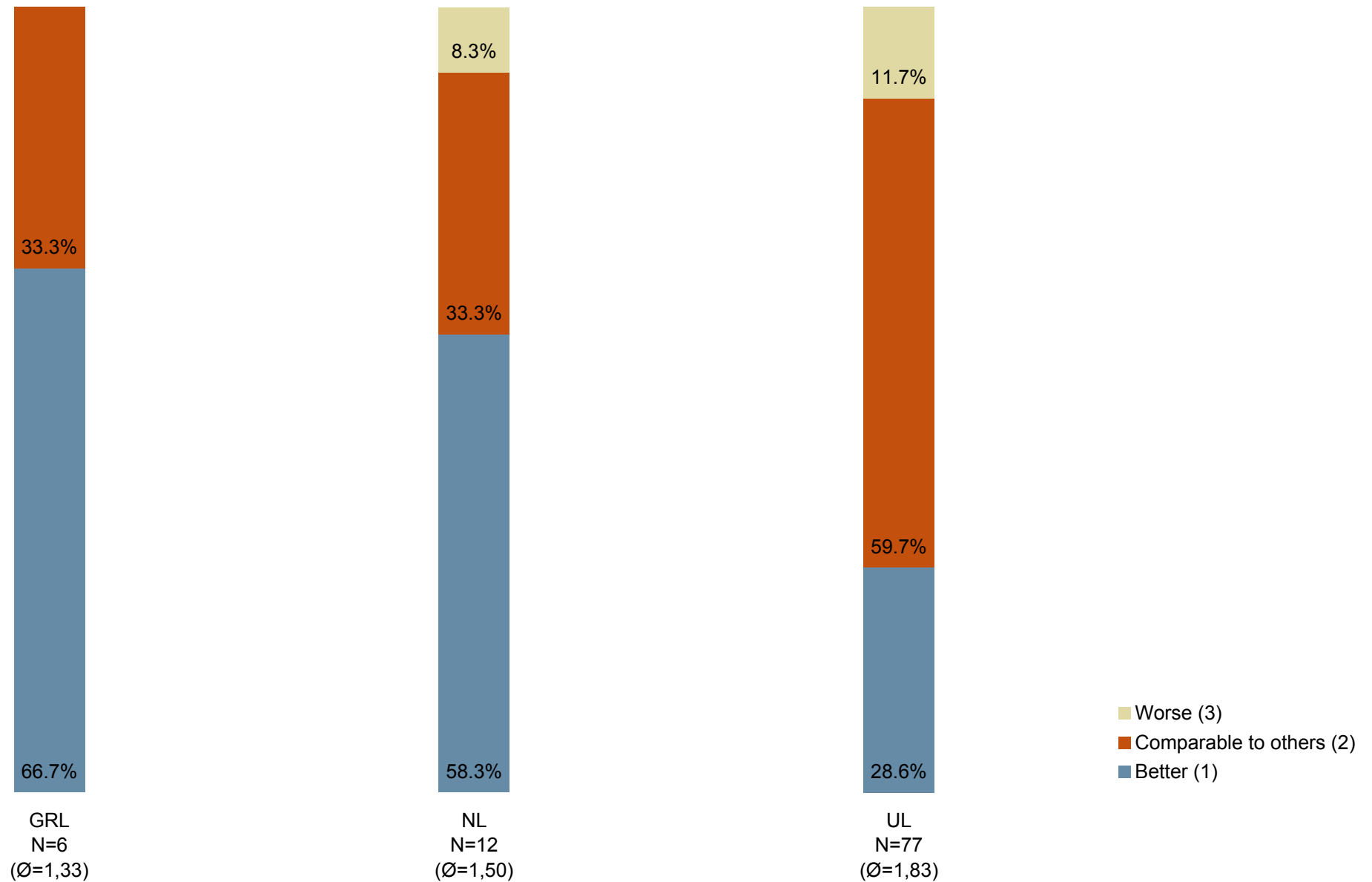
Q8 - How would you assess your digital repository in terms of technical, structural and organizational quality, compared to other libraries of a similar size?

75



Q8 - How would you assess your digital repository in terms of technical, structural and organizational quality, compared to other libraries of a similar size? \* Type of library

76



### Question 9

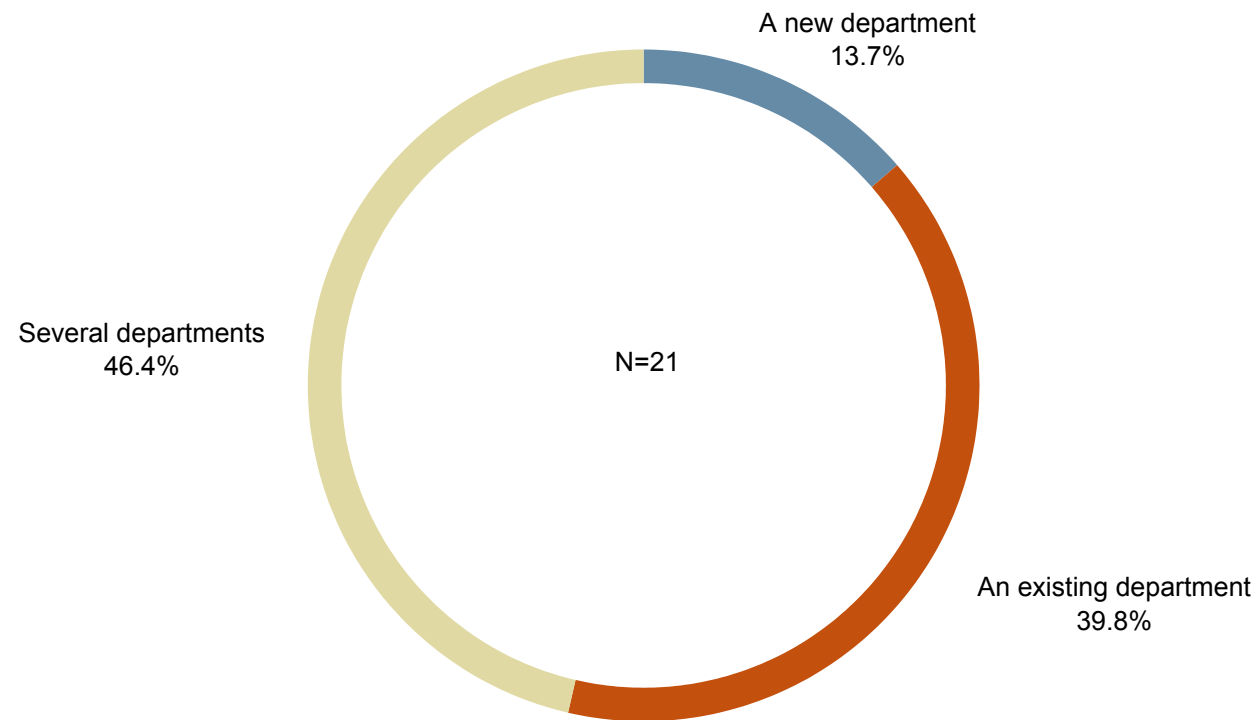
*Which department(s) is (are) responsible for the long-term preservation of digital documents within the organizational structure of your library?*

In most libraries, long-term preservation of digital documents is accomplished cooperatively by several departments (46%). In 40% of the libraries, an existing department was charged with this task, whereas 14% created an entirely new department dedicated to the long-term preservation of digital documents.

A complete list of all the departments responsible can be found in the tables section on CD-ROM.

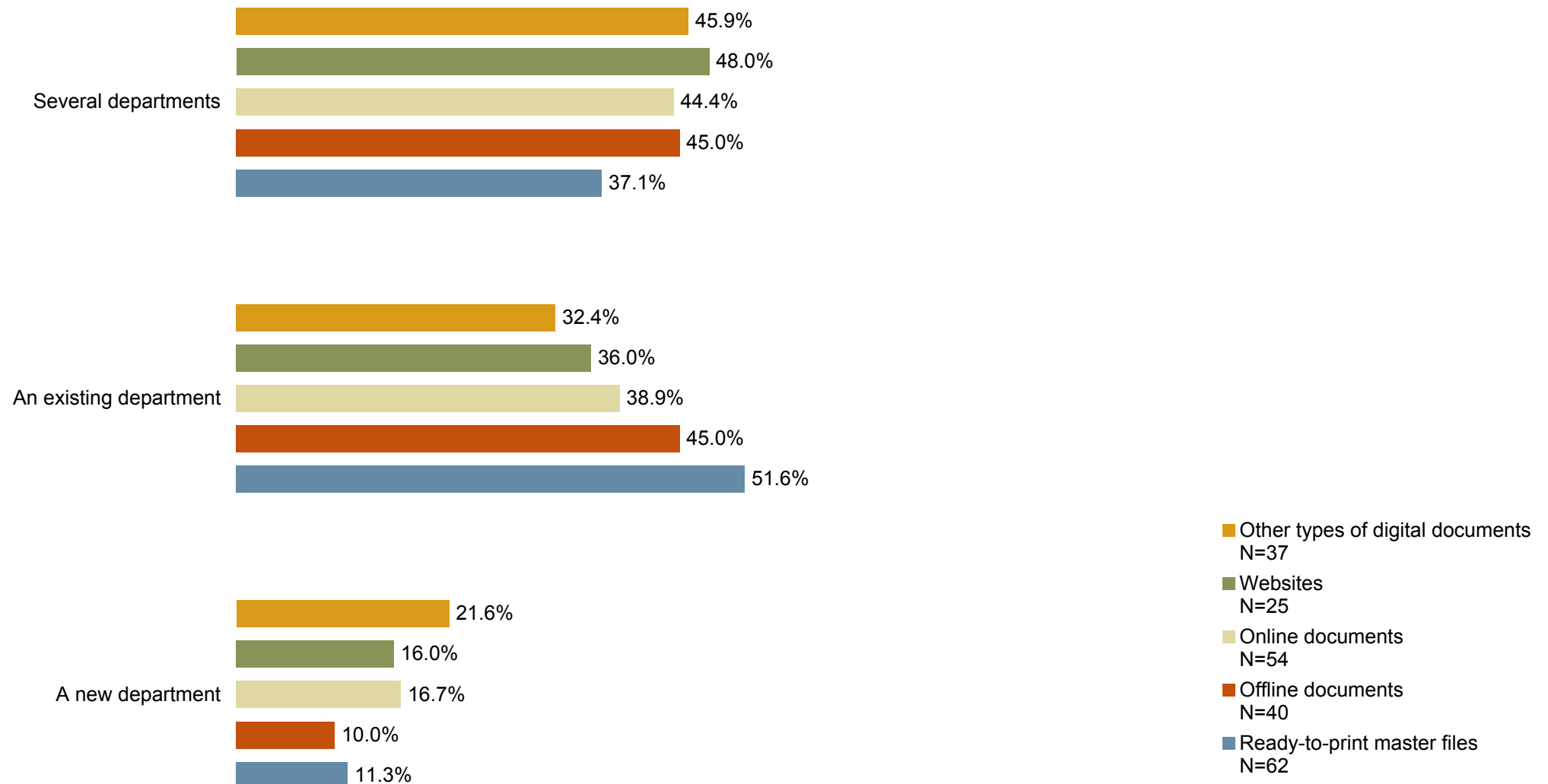
Q9 - Which department(s) is (are) responsible for the long-term preservation of digital documents within the organizational structure of your library?

78



Q9 - Which department(s) is (are) responsible for the long-term preservation of digital documents within the organizational structure of your library? \* Q7 - Which kinds of digital documents do you already archive at your library?

79



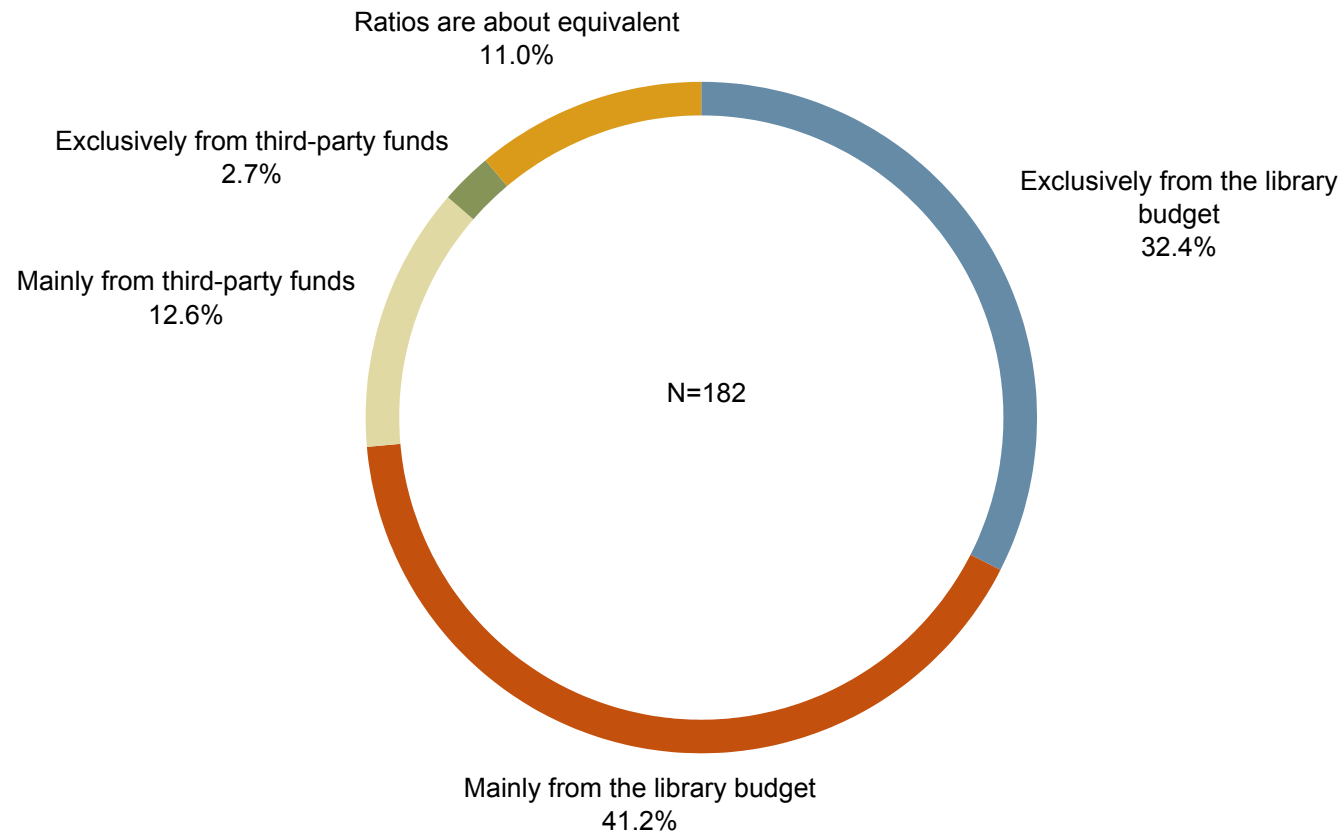
**Question 10**

*How is the long-term preservation of digital documents financed at your library?*

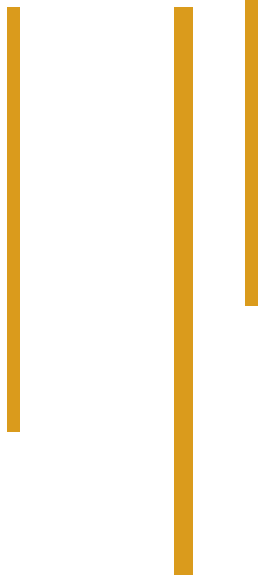
As already reflected in the open answers in question 2 and 3, long-term preservation of digital documents requires diverse technical, personal and financial resources. It is therefore interesting to observe that the majority of libraries that already run or plan to establish a digital repository use their own budget to accomplish this task. The library budget is the sole source of finance for 32% of the repositories, while 42% are financed mainly from the library budget.

15% of the digital repositories are financed mainly or exclusively from third party funds and in 11% of the cases the ratios are roughly equal.









## ESTIMATION OF THE FUTURE AVAILABILITY OF DIGITAL DOCUMENTS

### Question 11

### Question 11

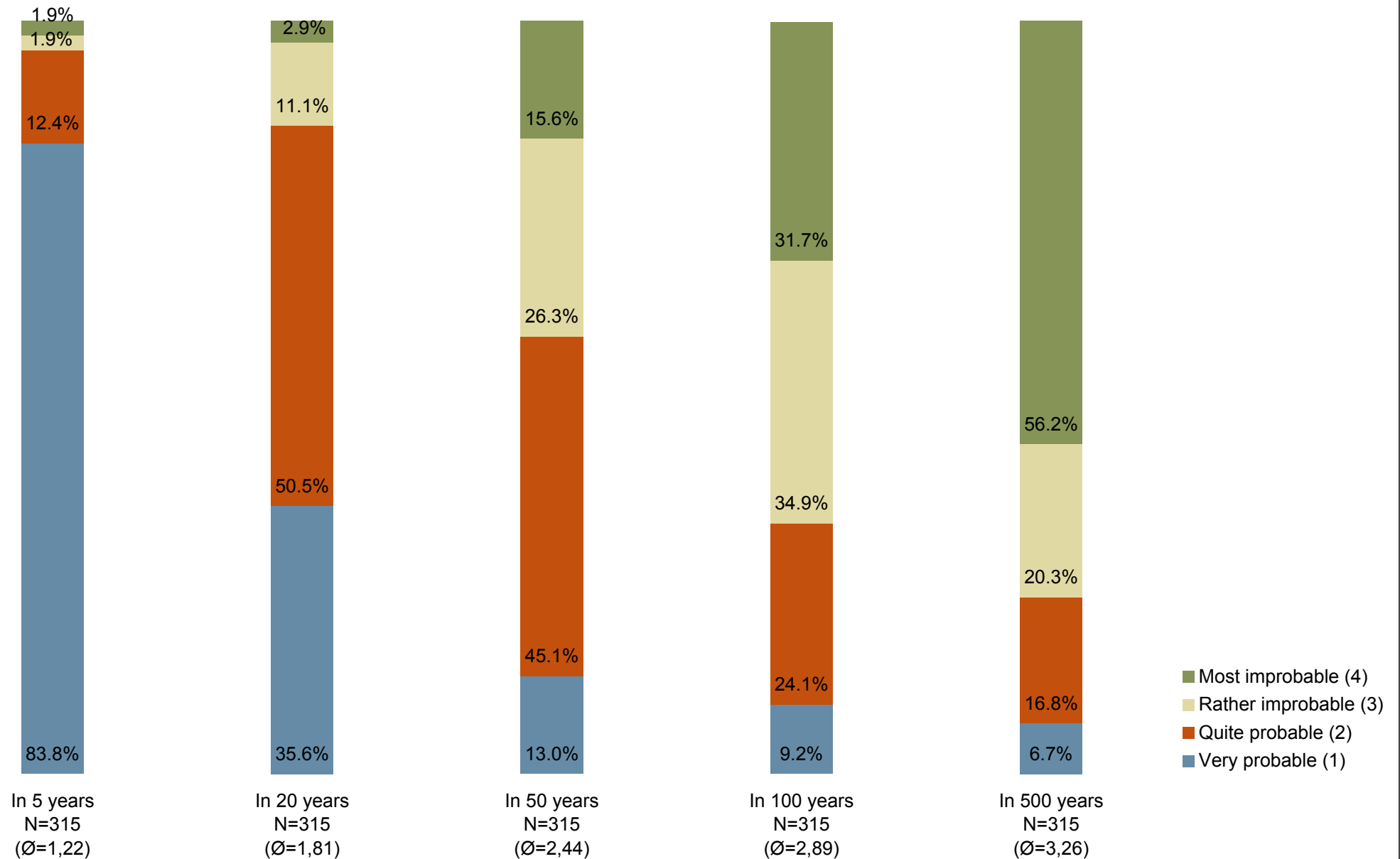
*Please estimate the probability that contemporary digital documents will still be available and usable in future, in your own opinion?*

It is apparent that overall faith in the future availability of contemporary digital documents is rather reluctant. However, almost all respondents agree that the digital documents of today will very probably also be available five years from now. More than a third of the respondents believe it is “very probable” that the documents will be available and usable in 20 years, whereas half of the respondents think it is “quite probable” that they will be available in that time frame. When it comes to 100 or even 500 years, the majority of the respondents give a negative answer. Only 24% think that contemporary digital documents will be available in 500 years.

British, Irish and Scandinavian respondents tend to have a more optimistic view on this question. German respondents and those from the new EU member states hold the most pessimistic views with regard to the future availability of contemporary digital documents.

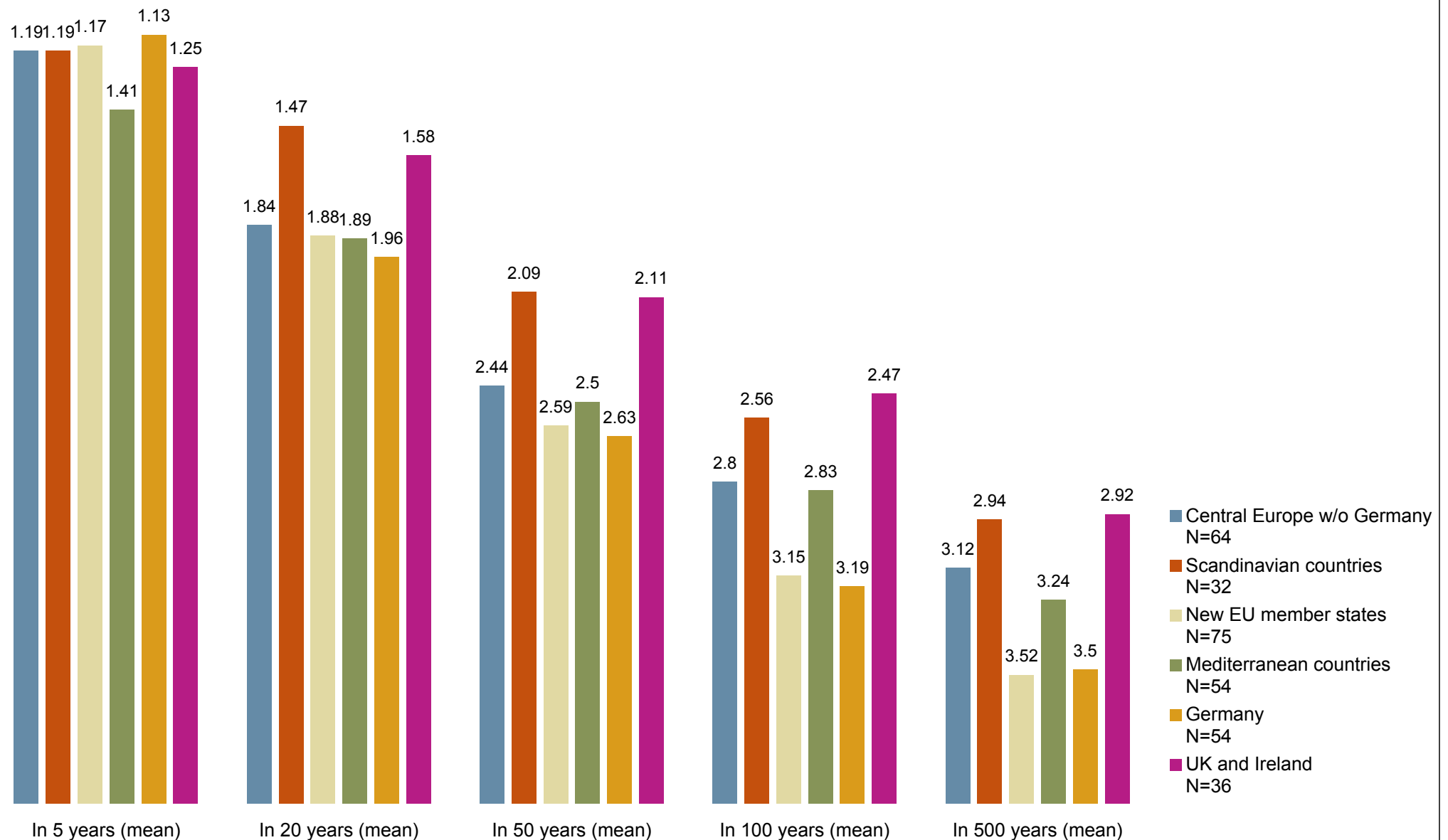
Q11 - Please estimate the probability that contemporary digital documents will still be available and usable in future, in your own opinion.

85



Q11 - Please estimate the probability that contemporary digital documents will still be available and usable in future, in your own opinion. \* Region

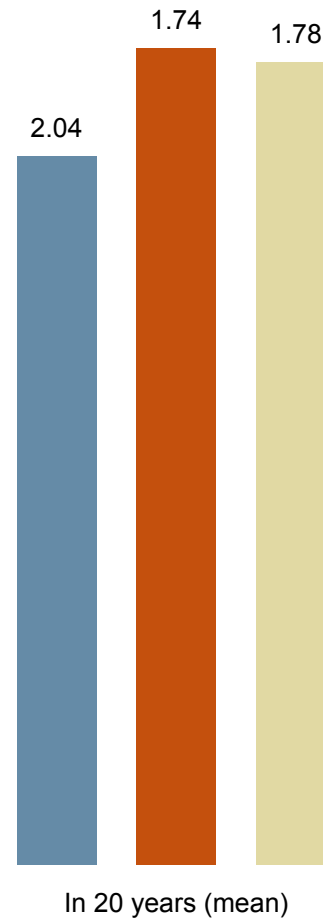
86



Means are calculated on the scale 1 = "very probable" to 4 = "most improbable"

Q11 - Please estimate the probability that contemporary digital documents will still be available and usable in future, in your own opinion. \* Type of library

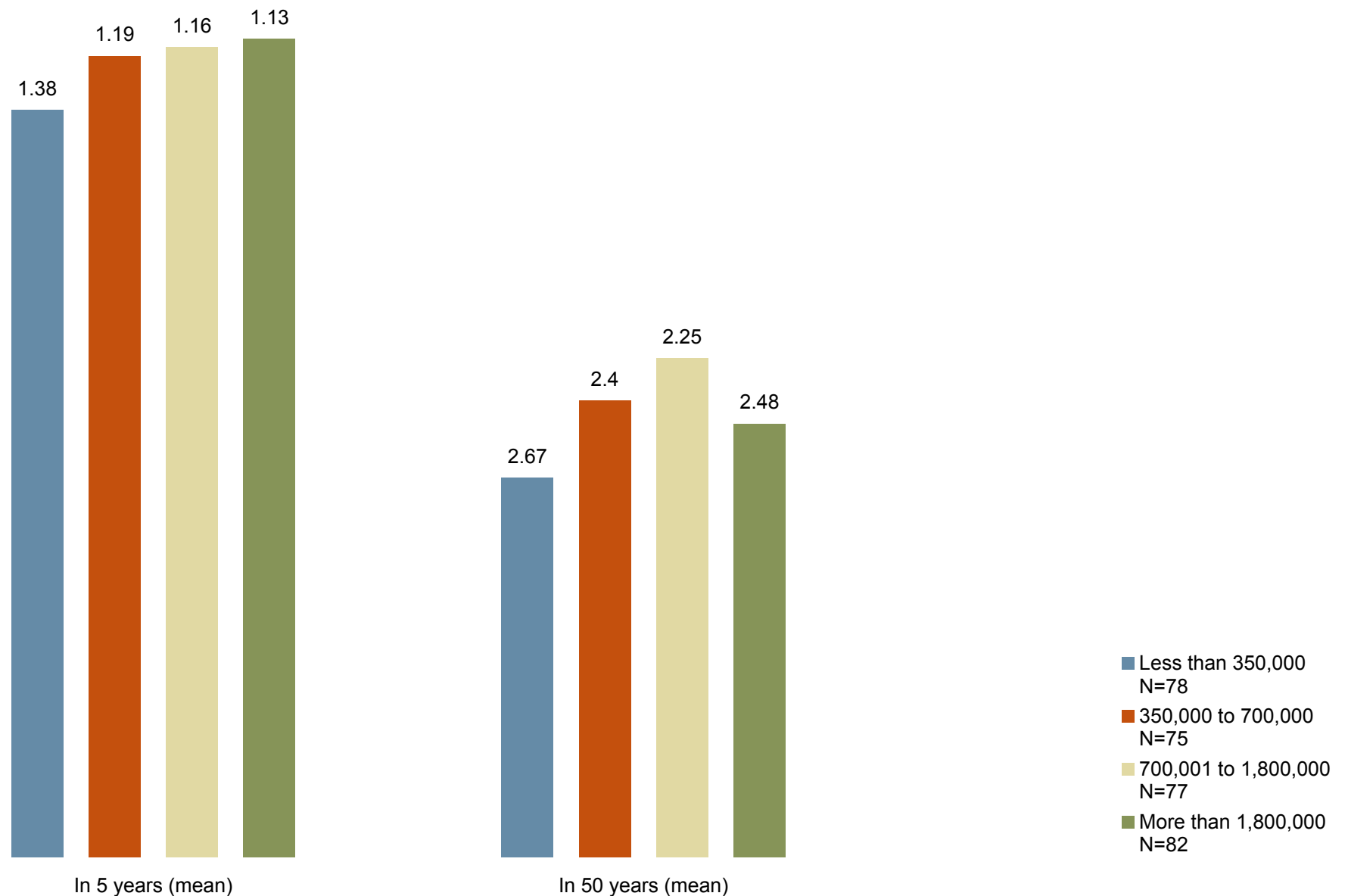
87



Means are calculated on the scale  
1 = "very probable" to 4 = "most improbable"

Q11 - Please estimate the probability that contemporary digital documents will still be available and usable in future, in your own opinion. \* Number of bound volumes

88

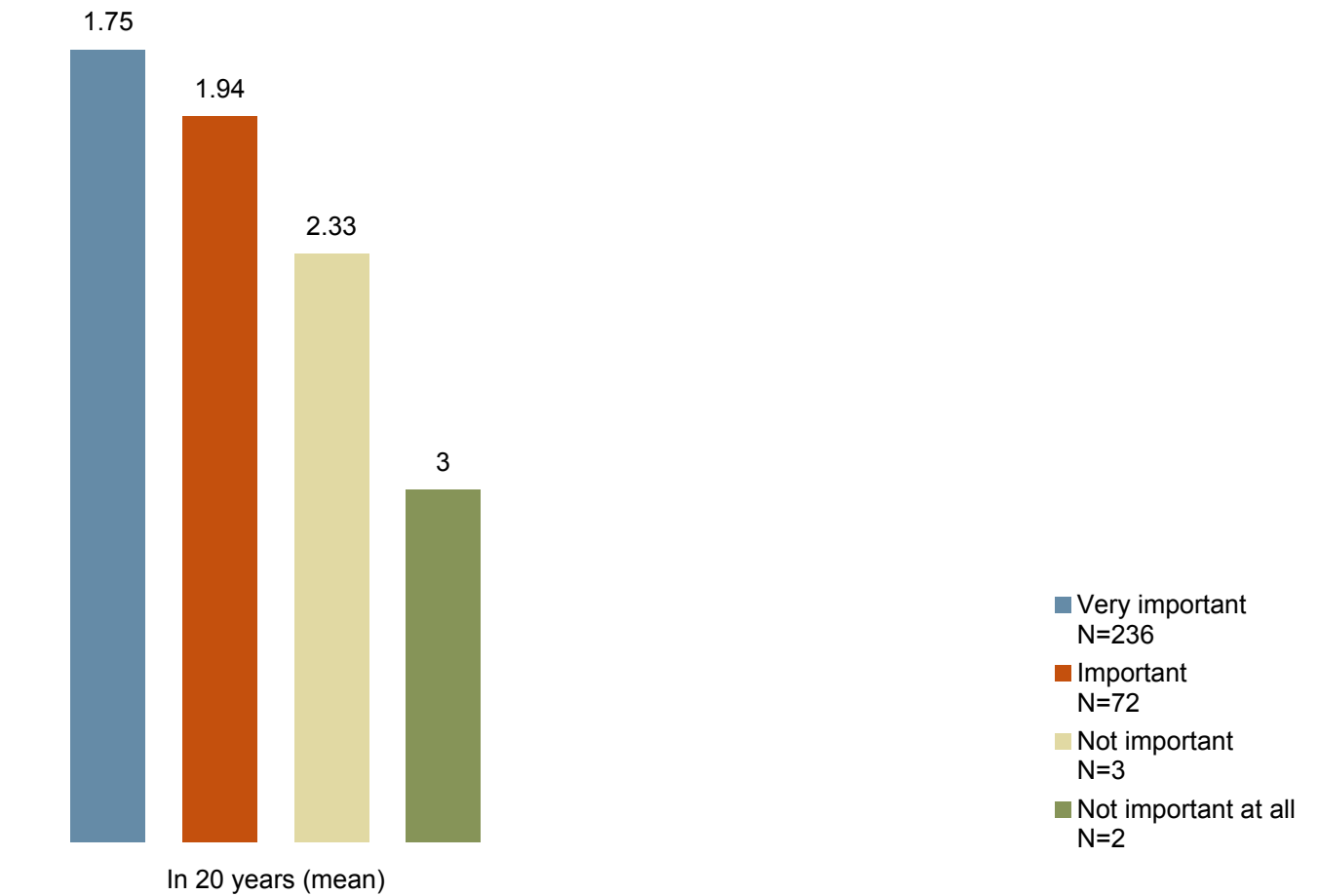


Means are calculated on the scale 1 = "very probable" to 4 = "most improbable"



Q11 - Please estimate the probability that contemporary digital documents will still be available and usable in future, in your own opinion. \* Q1 - Generally speaking, how important do you consider the long-term preservation of digital documents?

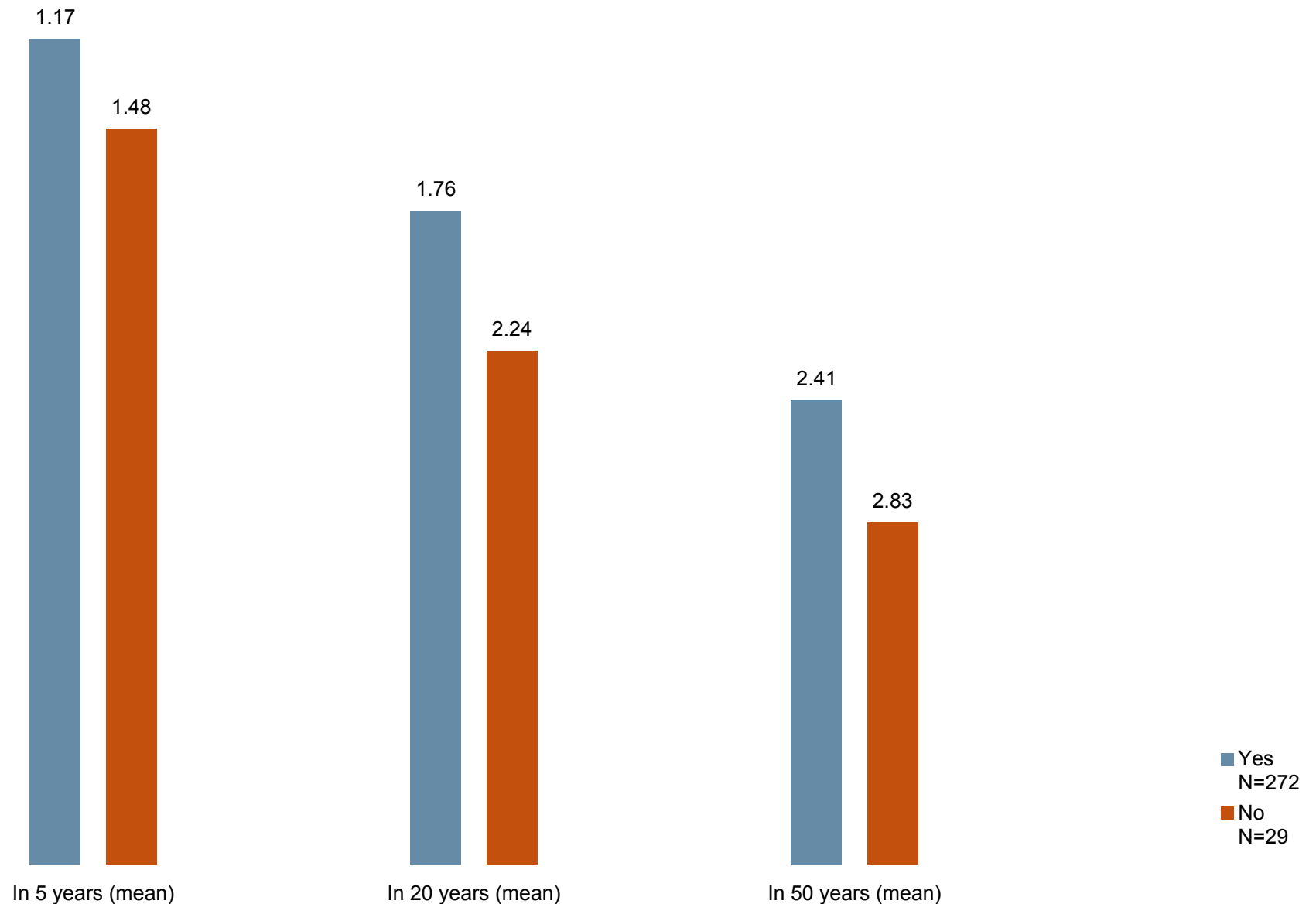
89



Means are calculated on the scale  
1 = "very probable" to 4 = "most improbable"

Q11 - Please estimate the probability that contemporary digital documents will still be available in future, in your opinion. \* Q2 - Generally speaking, do you consider the long-term preservation of digital documents to be an intrinsic task of libraries?

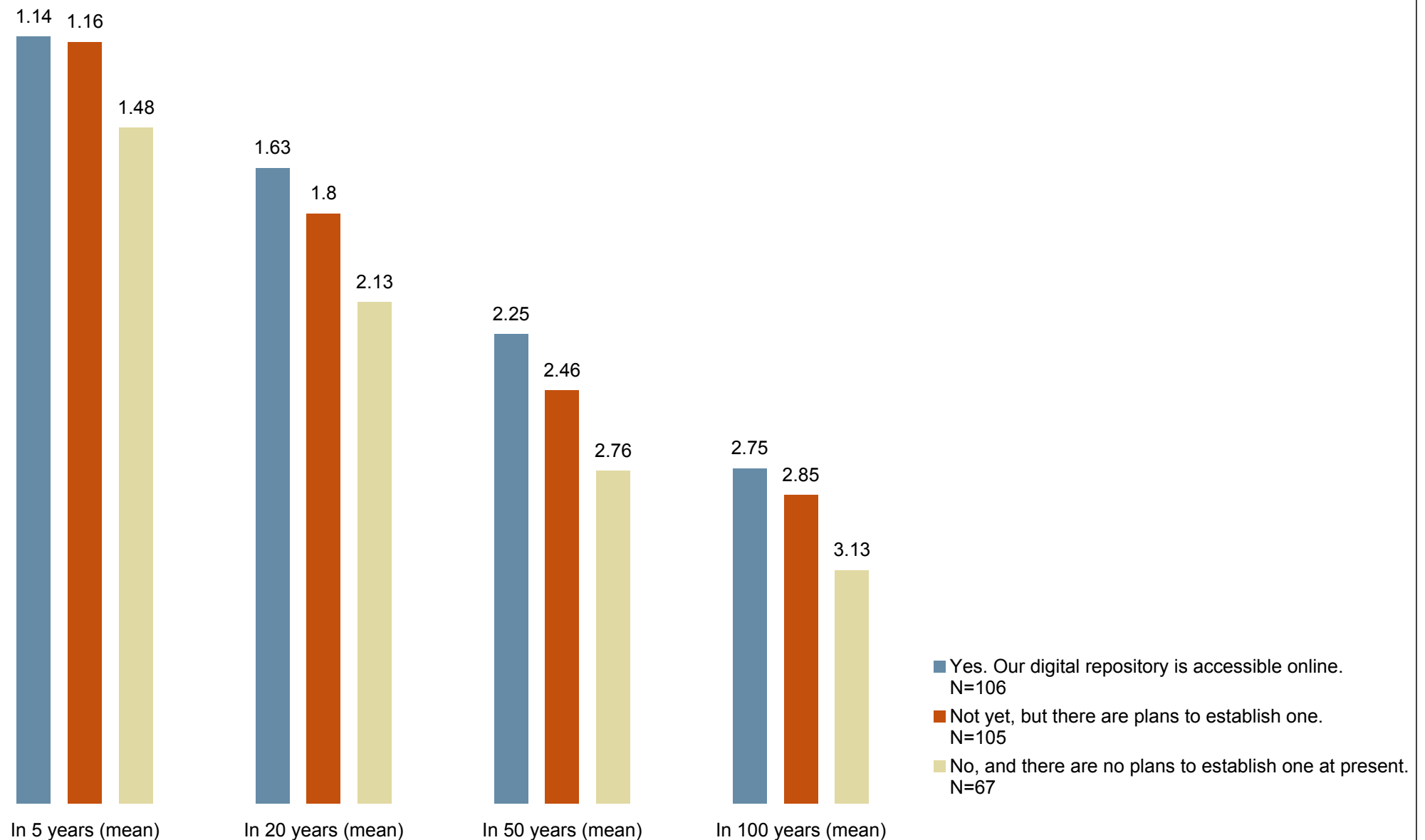
90



Means are calculated on the scale 1 = "very probable" to 4 = "most improbable"

Q11 - Please estimate the probability that contemporary digital documents will still be available and usable in future, in your own opinion. \* Q4 - Does your library already maintain a repository of digital documents?

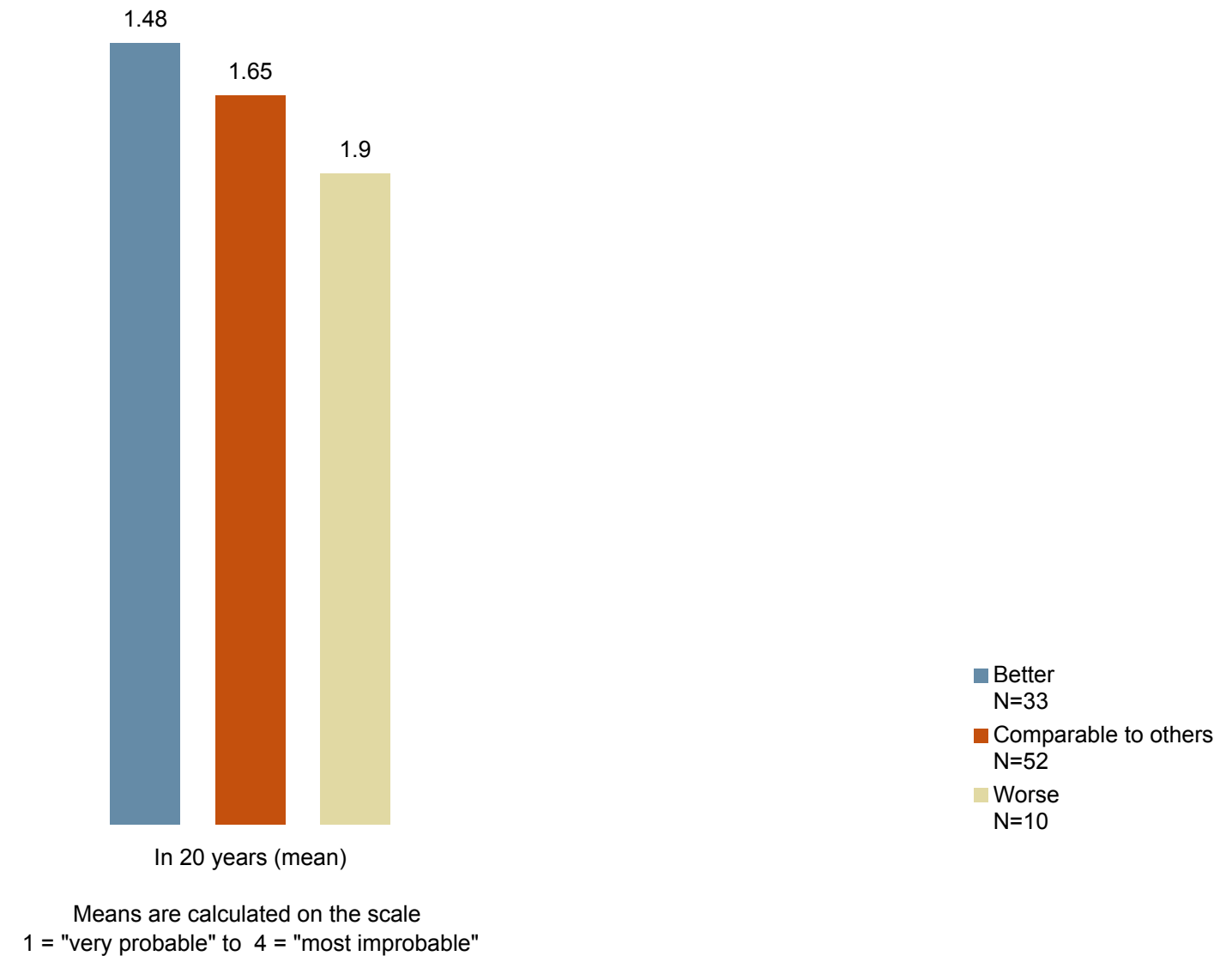
91



Means are calculated on the scale 1 = "very probable" to 4 = "most improbable"

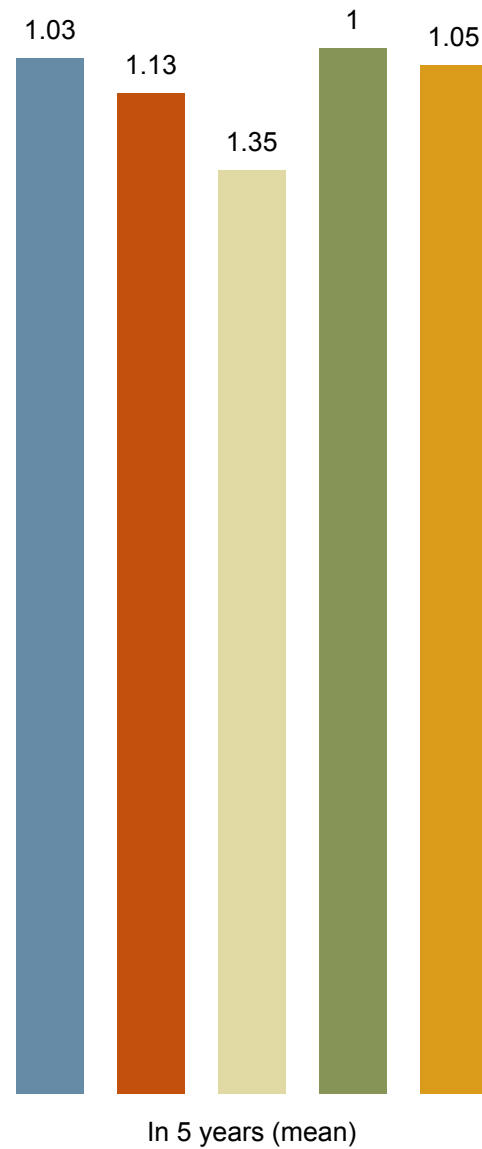
Q11 - Please estimate the probability that contemporary digital documents will still be available and usable in future, in your own opinion. \* Q8 - How would you assess your digital repository compared to other libraries of a similar size?

92



Q11 - Please estimate the probability that contemporary digital documents will still be available and usable in future, in your own opinion. \* Q10 - How is the long-term preservation of digital documents financed at your library?

93



- Exclusively from the library budget  
N=59
- Mainly from the library budget  
N=75
- Mainly from third-party funds  
N=23
- Exclusively from third-party funds  
N=5
- Ratios are about equivalent  
N=20

Means are calculated on the scale  
1 = "very probable" to 4 = "most improbable"





QUESTIONNAIRE

## Questionnaire

### *Important Definitions*

> What does "digital documents" mean?

By "digital documents" we understand documents which are produced digitally right from the start ("born digital"), i.e. for instance the digital print files of a book or an article, online-journals, documents published on DVD/CD-ROM as well as websites. Our usage of the term "digital documents" does not refer to digitalized copies of printed books or journals.

> What does "long-term preservation of digital documents" mean?

By this we understand procedures and strategies which guarantee that authentic versions of contemporary digital documents will also be accessible and usable with future hardware and software. The simple creation of regular backups would be part of such a strategy, but it is by no means sufficient to guarantee the future availability of digital documents.

> What does "digital repository" mean?

By "digital repository" we mean an electronic system, in which digital documents can be archived and kept accessible on a durable basis. A digital repository has to be understood as a sub-system of a digital library which guarantees the long term preservation, accessibility, integrity and authenticity of digital documents.



**QUESTIONNAIRE***Question 1*

Generally speaking, how important do you consider the long-term preservation of digital documents?

The long term preservation of digital documents is:

- ☐ Very important
- ☐ Rather important
- ☐ Rather unimportant
- ☐ Totally unimportant
- ☐ Don't know

*Question 2*

Generally speaking, do you consider the long-term preservation of digital documents to be an intrinsic task of libraries?

- ☐ Yes (> proceed with question 3)
- ☐ No (> proceed with question 2.1)
- ☐ Don't know (> proceed with question 3)

*Question 2.1*

Why do you not generally consider the long-term preservation of digital documents to be an intrinsic task of libraries? In your opinion, who should take over this task?

\_\_\_\_\_ (> proceed with question 4)

*Question 3*

Do you consider the long-term preservation of digital documents to be an intrinsic task of your own library?

- ☐ Yes (> proceed with question 3.2)
- ☐ No (> proceed with question 3.1)
- ☐ Don't know (> proceed with question 4)

*Question 3.1*

Why do you not consider the long-term preservation of digital documents to be an intrinsic task of your own library? In your opinion, who should take over this task?

\_\_\_\_\_

Which other institutions that could perform this task instead of your library already offer a digital repository?

\_\_\_\_\_ (> proceed with question 11)

*Question 3.2*

Which kinds of digital documents should be archived in your library most urgently?  
(1 = very important, 2 = rather important, 3 = rather unimportant, 4 = totally unimportant)

- \_\_\_\_\_ Ready-to-print master files (PDF, QuarkExpress-files, digital Printfiles, etc)
- \_\_\_\_\_ Offline documents (DVDs, CD-ROMs, etc)
- \_\_\_\_\_ Online documents (E-Journals und E-Newspapers, E-Prints, etc)
- \_\_\_\_\_ Websites
- \_\_\_\_\_ Other types of digital documents, such as \_\_\_\_\_

*Question 4*

Does your library already maintain a repository of digital documents?

- ☐ Yes. Our digital repository is accessible online at [http://\\_\\_\\_\\_\\_](http://_____). (> proceed with question 5)
- ☐ Not yet, but there are plans to establish one. The implementation of our digital repository is scheduled for the year \_\_\_\_\_. (> proceed with question 5)
- ☐ No, and there are no plans to establish one at present. (> proceed with question 11)

*Question 5*

Does your library have any written guidelines for the long-term preservation of digital documents?

- ☐ Yes. These guidelines are published at [http://\\_\\_\\_\\_\\_](http://_____). (> proceed with question 5.1)
- ☐ Yes, we do have written guidelines, but they are not accessible to the public. (> proceed with question 5.1)
- ☐ No, we do not have any written guidelines as yet, but there are plans to create some.  
(> proceed with question 6)
- ☐ No, we do not have any written guidelines, and at present there are no plans to create any.  
(> proceed with question 6)

*Question 5.1*

Does your library have any written guidelines for the collection of digital documents?

- ☐ Yes. These guidelines are published at [http://\\_\\_\\_\\_\\_](http://_____).
- ☐ Yes, we do have written guidelines, but they are not accessible to the public.
- ☐ No, we do not have any written guidelines as yet, but there are plans to create some.
- ☐ No, we do not have any written guidelines, and at present there are no plans to create any.

*Question 6*

Which software solution do you use (or intend to use) for your digital repository?

- ☐ Open source software, namely \_\_\_\_\_
- ☐ Commercial software, namely \_\_\_\_\_
- ☐ Specifically developed software, namely \_\_\_\_\_
- ☐ Mixed software, namely \_\_\_\_\_
- ☐ Not yet decided
- ☐ Don't know

*Question 7*

Which kinds of digital documents do you already archive at your library?

- ☐ Ready-to-print master files (PDF, QuarkExpress-files, digital Printfiles, etc)
- ☐ Offline documents (DVDs, CD-ROMs, etc)
- ☐ Online documents (E-Journals und E-Newspapers, E-Prints, etc)
- ☐ Websites
- ☐ Other types of digital documents, namely \_\_\_\_\_

*Question 7.1*

How many of these digital documents do you already archive at your library?  
Please estimate the approximate number.

- \_\_\_\_\_ Ready-to-print master files (PDF, QuarkExpress-files, digital Printfiles, etc)
- \_\_\_\_\_ Offline documents (DVDs, CD-ROMs, etc)
- \_\_\_\_\_ Online documents (E-Journals und E-Newspapers, E-Prints, etc)
- \_\_\_\_\_ Websites
- \_\_\_\_\_ Other types of digital documents, namely \_\_\_\_\_

*Question 8*

How would you assess your digital repository in terms of technical, structural and organizational quality, compared to other libraries of a similar size?

- ☐ Considerably better
- ☐ Better
- ☐ Comparable to others
- ☐ Worse
- ☐ Considerably worse
- ☐ Don't know

*Question 9*

Which department(s) is (are) responsible for the long-term preservation of digital documents within the organizational structure of your library?

- ☐ A new department was created for that particular purpose, namely \_\_\_\_\_.
- ☐ An existing department was charged with the long-term preservation of digital documents in addition to existing tasks, namely \_\_\_\_\_.
- ☐ Several departments collaborate on this matter, namely \_\_\_\_\_.

*Question 10*

How is the long-term preservation of digital documents financed at your library? Please indicate the ratios of financing allocated from the library budget and from third-party funds, respectively.

- ☐ Exclusively from the library's own budget
- ☐ Mainly from the library's own budget
- ☐ Mainly from third-party funds
- ☐ Exclusively from third-party funds
- ☐ Ratios are approximately equal
- ☐ Don't know

**QUESTIONNAIRE***Question 11*

Please estimate the probability that contemporary digital documents will still be available and usable in future, in your own opinion?

In 5 years:

☐ Very probable ☐ Quite probable ☐ Rather improbable ☐ Most improbable

In 20 years:

☐ Very probable ☐ Quite probable ☐ Rather improbable ☐ Most improbable

In 50 years:

☐ Very probable ☐ Quite probable ☐ Rather improbable ☐ Most improbable

In 100 years:

☐ Very probable ☐ Quite probable ☐ Rather improbable ☐ Most improbable

In 500 years:

☐ Very probable ☐ Quite probable ☐ Rather improbable ☐ Most improbable

## QUESTIONNAIRE

### *Respondent Data*

Name of your department: \_\_\_\_\_

Your name: \_\_\_\_\_

Your email: \_\_\_\_\_

Your position:

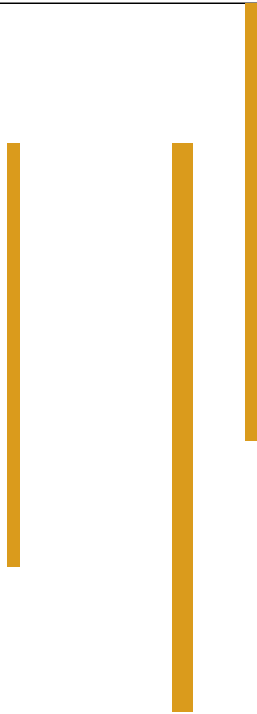
- ☐ Head of library/ Chief librarian
- ☐ Head of department
- ☐ Project manager
- ☐ Employee

Your background:

- ☐ Librarian
- ☐ Technician / IT
- ☐ Manager
- ☐ Scientist

Your Age:

- ☐ Under 31
- ☐ 31-40 years
- ☐ 41-50 years
- ☐ 51-60 years
- ☐ Over 60



## EDITORIAL

### KRIMBACHER NEUHAUSER & VOGL

*ARGE Kulturconsulting - Medienkonzepte - Marktforschung*

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### reUSE PROJECT

*...we care about your digital objects!*

Günter Mühlberger (reUSE Project Co-ordinator)

University Innsbruck Library  
Department for Digitisation and Digital Preservation  
Innrain 52  
6020 Innsbruck, Austria  
email: reuse@uibk.ac.at





This CD-Rom contains the following documents:

- > Report (PDF)
- > Complete tables and statistical tests including a brief introduction into market research statistics (HTML)
- > Diagrams of all significant cross tabulations (HTML)

