Digital Preservation Decision Tree

Start

Consider reasons to preserve

Does the institutional mandate or policy require preservation of the resource?
- No
- Yes → Existing policy

Does the institution have a legal obligation to preserve the resource?
- No
- Yes → Legal obligations

If the resource is a digital copy, is there difficulty accessing the original?
- No
- Yes → Access to original

Does the long-term value of the resource justify digital preservation?
- No → **Do not preserve**
- Yes → Long-term value

No justifiable grounds to preserve.

Consider limiting factors

Is it technically feasible to preserve the resource digitally?
- With limitations → Limitation identified
- No → **Do not preserve** (Refer to Technical Feasibility Subtree for details)
- Yes → Technical feasibility (digital formats and physical carriers)

The degree to which digital preservation metadata is lacking may limit the ability to preserve.

Can sufficient preservation metadata be obtained?
- No → Limitation identified
- Yes → Preservation metadata

Under the *Copyright Modernization Act*, technical protection measures on commercially produced digital resources limit an institution's right to migrate resources to preservation formats.

Can rights be obtained to migrate the resource to digital and physical preservation formats?
- No → Limitation identified
- Yes → Copyright

Finances and related resources may limit the way in which resources are preserved.

Is there sufficient budget to preserve this resource in the long-term?
- No → Limitation identified
- Yes → Finances

Are limiting factors a barrier to long-term preservation?
- Yes → **Limited preservation**
- No → **Preserve resource**