



SERI-Preservica Education Webinar Series

Tools and Techniques for Streamlining the Transfer of Agency Records

Session 1: Overcoming People & Process challenges to records transfers

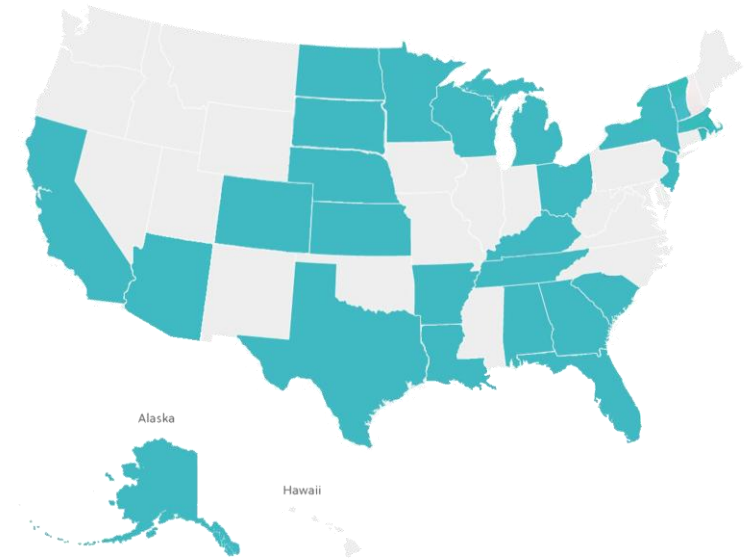


April 24th, 2025



DOCUMENTING GOVERNMENT • PROMOTING HISTORY • SECURING RIGHTS

Proudly sponsoring SERI & supporting CoSA since 2015



Education, research & innovation in Digital Preservation

A three-part series



SERI-Preservica Education Webinar Series

1

Overcoming People and Process Challenges to
Records Transfers

Thursday, April 24th, 3-4pm Eastern

2

Practical tools and technologies for transfers

Thursday, June 26th, 3-4pm Eastern

3

Looking to the future: The impact of AI & transferring
Teams & Outlook

Thursday, August 28th, 3-4pm Eastern

Your presenters



SERI-Preservica Education Webinar Series

Session 1: Overcoming People and Process Challenges to Records Transfers



Alexander Cordeiro

Enterprise Accounts
Preservica



Hannah McElroy

Digital Archivist
Colorado State Archives

Today's agenda



SERI-Preservica Education Webinar Series

Session 1: Overcoming People and Process Challenges to Records Transfers

- Assembling your team for success
- Getting buy-in from IT and Agency Records managers
- Getting started – picking a “quick-win” use case

IT leaders are telling us they need to...



Proactively manage sprawl & optimize storage



Comply with legal mandates & policies



Archive records & still maintain staff access



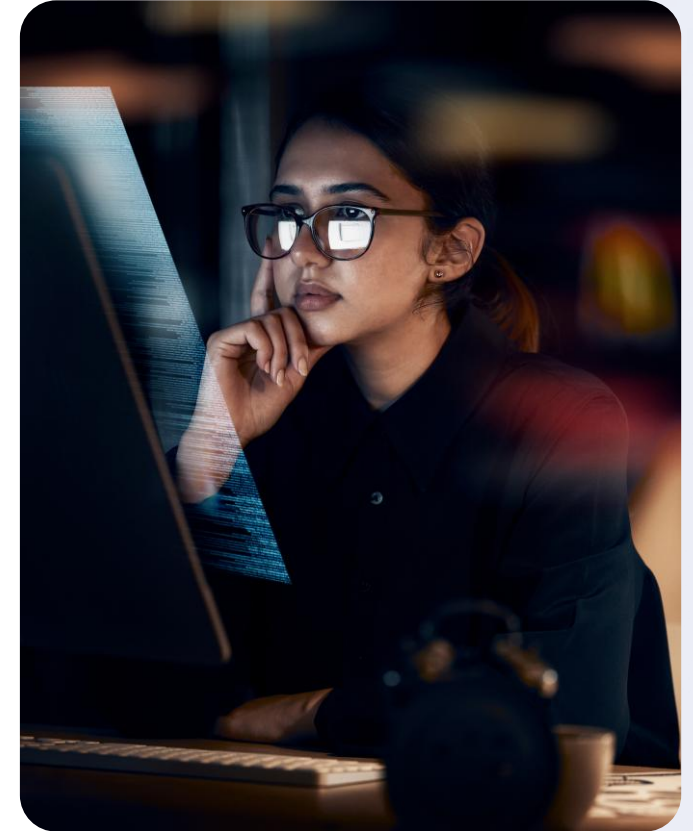
Prioritize SharePoint for frequently accessed files



Reduce burden on IT teams to retrieve data



Preservica



Long-term information faces many threats



Archival backlogs



Storage obsolescence



Format loss



Context loss



Discoverability



Preservica



Deletion



Bit level failure



Permission loss



License loss



Constant change

- ☐ **Our records will remain readable during long-term / perm retention**
- ☐ **We can guarantee the trustworthiness & integrity of individual files**
- ☐ **We can open & read records that use obsolete file formats**
- ☐ **Our archival transfer processes are secure & governed**
- ☐ **We retain the full context of each record as a complete archival package**
- ☐ **Authorized users can search & retrieve any archived file they need**





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State Archives

Backlog & Preservica: A Love Story

Hannah McElroy - Digital Archivist
April 24, 2025

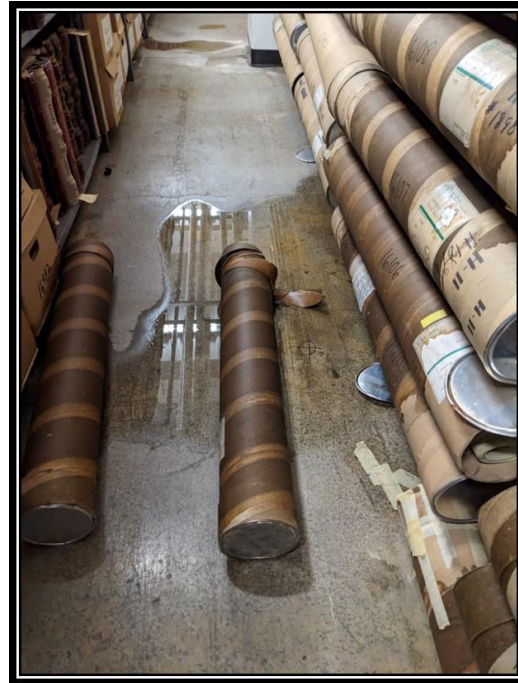


Colorado State Archives

- 90,000 Linear Feet
- 3 Storage Locations (1 in office building, 2 offsite)
- Offices and main storage is located in a downtown, un-renovated building built in 1975
- 12 Staff Members
- Records pertaining to the State of Colorado from pre-statehood to present day.

The Digital Challenge

- Large backlog on servers and with stakeholders
- Increasingly concerning building issues...



COLORADO
State Archives

Legislative Video Backlog

- 4TB of video backlog spanning over a decade
- CyberDuck and State IT
- Stakeholder → Digital Archivist → Preservica

OPEX Bulk Uploads

File Edit View Go Bookmark Window Help

Open Connection Quick Connect Action Get Info Refresh Edit Upload Transfers

Get a registration key! Disconnect

/com.preservica.colorado.bulk

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Transfers

Resume Reload Stop Remove Open Show

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Going Forward

- Applying this process to other projects
- Creating a “How-to” Guide for stakeholders

Thank you!

- Hannah McElroy - Digital Archivist
hannah.mcelroy@state.co.us



Discussion



Coming up



SERI-Preservica Education Webinar Series

2

Practical tools and technologies for transfers
Thursday, June 26th, 3-4pm Eastern

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Further reading

White paper

Agency to Archives Records Transfers

Explore the latest options for streamlining electronic records transfers from government agencies & departments to the archives.

[Download](#)



Thank you!

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