

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22

A Focus on the Future of our Tiny Piece of the Past: Digital Archiving of a Long-term Multi-participant Regional Project

Madry Scott^{1*}, Jansen Gregory², Murray, Seth³, Jones, Elizabeth¹, Willcoxon, Lia³, Alhashem, Ebtehal⁴

¹ Research Laboratories of Archaeology
The University of North Carolina at Chapel Hill, NC USA

² Advanced Information Collaboratory
The University of Maryland, College Park, MD, USA

³ College of Humanities and Social Sciences
North Carolina State University, Raleigh, NC USA

⁴ School of Information and Library Sciences
The University of North Carolina at Chapel Hill, NC USA

*Corresponding author
Correspondence: madrys@email.unc.edu

Abstract

This paper will consider the practical realities that have been encountered while seeking to create a usable Digital Archiving system of a long-term and multi-participant research project. The lead author has been involved in archaeological and landscape research in the Burgundy region of France for the past 45 years. This long-lived project has continued across several generations, institutions, continents, and disciplines, and began in the mid 1970's before many of our commonly used digital data types and capabilities even existed. Over the decades, many individual researchers, students, and local community members have participated in our broadly defined research activities, conducting field and laboratory research, and they have, cumulatively, woven a tapestry of knowledge regarding some

33 2,000 years of the interaction between peoples and their landscapes in our study area.
34 Many project participants have moved on to other interests and some have passed away.
35 Homes and personal archives have sadly burned, and offices and labs have been flooded.
36 All while an analogue method of work has transitioned to a new digital paradigm that is
37 completely unrecognizable from how we began our journey. As this project slowly winds
38 down, the issues of both analog and digital data preservation and the means of providing
39 continued access to other researchers who may be interested in accessing our vast
40 repositories and datasets has become one of great interest to our group. How can we
41 address the proper archiving and metadata of thousands of individual analog and digital
42 records and datasets located in multiple institutions and attics? How can we even
43 accurately know what we all have? How can these be properly archived and preserved?
44 And most importantly, how can other researchers gain access to these for future use after
45 we are no longer here to share them? This is the topic of our paper.
46
47 **Keywords:** Digital archiving, archaeology, Burgundy, France, Historical Ecology, Dataverse, Dryad
48

Kommentiert [DH1]: Add 1 sentence: what is it all about? (see comment below)

Kommentiert [DH2]: Delete

49 Introduction

50 Researchers have been conducting a long-term program of investigations in the southern portion
51 of Burgundy, France since the mid 1970's (Crumley and Marquardt 1987, Madry et al. 2023). This
52 unusually large and diverse project has amassed a very large and disparate amount of data in many
53 formats over the decades. These data have included archaeological surveys, aerial surveys, historical
54 documents, geophysical and geological data, aerial photos, remote sensing, maps, GIS, GPS, and other
55 data, collected over a 45-year period by multiple researchers from many different institutions. Initially,
56 these data were only 'archived' by the individual researcher who collected the data, often kept in
57 personal or university facilities, file drawers, and map cases. In the early days of the project, little
58 thought was given to the concept of permanent archiving of these data, and as the research world
59 transitioned from an analog to digital paradigm, many of the original records and data were simply
60 ignored.

Kommentiert [DH3]: Please add one more sentence to the whole project; what is the project all about? dating? Thematic frame? If this would be too complicated, then please add some information about why the topic is so diverse and complex...

Kommentiert [DH4]: Please include the information from this sentence in the abstract (see comment above).

Kommentiert [DH5]: I'd suggest to rewrite the sentence, in order to acknowledge the various sources and methods which are mixed up in the actual sentence; maybe replace with something like that:

The data gathered over a span of 45 years by a plethora of researchers from diverse institutions encompasses a wide array of sources. This includes data from archaeological and aerial surveys, information derived from historical documents, geophysical and geological datasets, aerial imagery, remote sensing outputs, maps, Geographic Information System (GIS) resources, Global Positioning System (GPS) readings, among other data types.

Kommentiert [DH6]: internet technology

61 Digital archiving has become an established field of study, primarily within schools of library and
62 information science. It integrates traditional library and archival methods and theory, computer
63 science, databases, the internet, and the various disciplinary traditions of those seeking to properly
64 archive their data. Digital archiving began more as an end-of-career records repository when
65 researchers became concerned about preserving the integrity of their research holdings and ensuring
66 continuity of access. But it has evolved to be a tool provided to new professionals to be used
67 throughout one's career, providing an easily accessed repository while work is underway, and creating
68 a lasting digital repository when a project or career is completed. This has also been a subject of
69 important discussion within the archaeology community and the Computer Applications in
70 Archaeology community (Huvila 2008, Wright and Richards 2018, Richards et al. 2021).

71 As our project has begun to wind down, and more of our team are nearing or in retirement, we
72 have begun the process of considering what life after this project will be like, and what should happen

73 to the large amounts of data that have been amassed. Commonly, for such projects, files were simply
74 placed in cardboard boxes and, hopefully, these would be retained in a university storage somewhere.
75 But oftentimes, these unique records were simply pitched out, either by the researcher themselves
76 when the 'downsized' or moved, or by family members who survived them, not knowing the
77 importance of these records. Our project began to consider what the options might be, and began a
78 tentative and, frankly, uninformed process of trying to learn about what digital archiving was and what
79 our options might be. Initially, we did some web searches and discovered the Dspace system,
80 maintained by the Massachusetts Institute of Technology (MIT). We made a tentative attempt to
81 download the system and begin an archive of our data, but we were not successful, partly due to the
82 unfamiliarity with the nature of digital archives, partly due to our lack of experience in the field, and
83 partly due to the large number of records and files that we held. Our first attempt was a failure.

84 Later, in our evolving discovery process, we evaluated several currently available digital archiving
85 environments and options, and we had the good fortune to meet and work with experts in the field,
86 which enabled us to better understand the processes, strengths, and limitations of these various
87 capabilities, and to comprehend how we and our particular data collections might fit into modern
88 digital archiving environment. This paper presents the initial results of our work.

89

Methods

90 An earlier attempt at archiving our large and disparate data collections ourselves using DSpace was
91 not successful, due to the large amount of data and, as archaeologists, our unfamiliarity with the digital
92 archiving world. The pressing importance of creating a permanent repository for our data within a
93 reasonable amount of time with the resources and skills available to us has led to a different approach,
94 and recently we conducted a comparative analysis of different digital archiving environments to assess
95 their suitability for the preservation and dissemination of our archaeological data.

96 Having enlisted the assistance of experts in the field, we selected two digital archiving
97 environments for consideration, based on their popularity, functionality, and accessibility: Dataverse,
98 and Dryad. We evaluated their technical features, such as metadata standards, file formats, storage
99 capacity, interoperability, and access control. These two environments were selected because two
100 members of our project maintain faculty status at two universities that maintain digital archive
101 infrastructures for their faculty in these two environments.

102 Since two of our home institutions use Dataverse (UNC-CH) and Dryad (NC State) for their digital
103 repositories, these became obvious choices for us. Having an institutional repository, maintained by
104 our universities and with skilled archivists available to support our activities was a clear improvement
105 over our failed initial efforts. UNC-CH uses the Dataverse system for their digital data repository,
106 originally developed by Harvard University (<https://dataverse.org/>) and in use by nearly 100
107 institutions around the world. This is managed by the UNC Odum Institute Data Archive
108 (<https://odum.unc.edu/archive/>), which has over 50 years of data management experience. Their
109 mission is to provide trusted long-term preservation and stewardship of research data assets to
110 broaden scientific inquiry, promote research productivity, and foster data fluency now and into the
111 future.

112 Dryad is used by NC State University, which provides free digital data archiving for its faculty and
113 students. The data repository has integration features with Zenodo, a useful tool in archaeological
114 publication and research. Zenodo is an open repository developed and operated by CERN in Europe

Kommentiert [DH7]: This would better fit the method section and is redundant since the paragraph is already mentioned there too. I'd suggest deleting this section.

Kommentiert [DH8]: Maybe rewrite for clarity:

Our project allowed us to gain a deeper insight into these various capabilities' procedures, advantages, and constraints. Furthermore, it helped us understand how our specific data collections could be incorporated into the contemporary digital archiving landscape.

Kommentiert [DH9]: Please delete

Kommentiert [DH10]: Please add a reference for Dspace

Kommentiert [DH11R10]: You can further add here "(...) maintained by the Massachusetts Institute of Technology (MIT)." from the paragraph above

Kommentiert [DH12]: Is there a URI for Dryad available too?

115 and permits the deposit of a wide range of documents, data, reports, and more in a structured and
 116 recoverable format. Dryad is a non-profit organization that provides a curated repository for data
 117 underlying scientific publications (*Dryad | Good Data Practices*, n.d.). It supports a wide range of file
 118 formats, metadata standards, and identifiers. It also offers long-term preservation, data citation, and
 119 integration with journals and other repositories. Dataverse is generally comparable to Dryad in
 120 capability and features, but they are two separate systems.

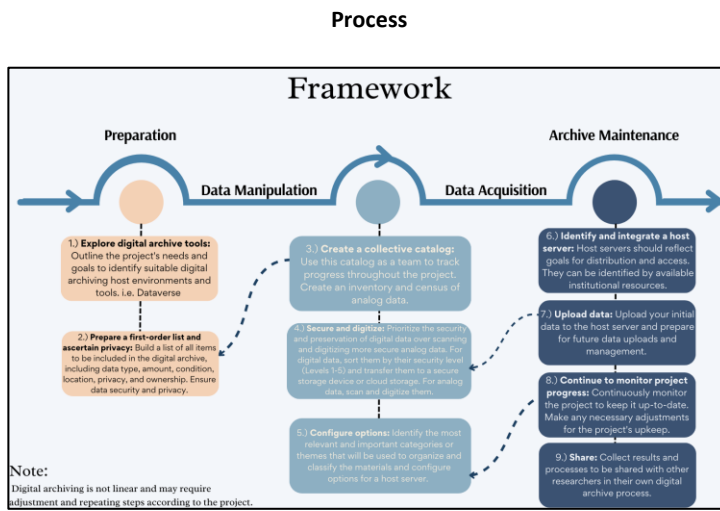
121 To ensure the quality and reproducibility of our research, we follow the FAIR principles for data
 122 management promoted by both Dataverse and Dryad (*The FAIR Data Principles – FORCE11*, n.d.). FAIR
 123 stands for Findable, Accessible, Interoperable and Reusable. This means that our data will be assigned
 124 persistent identifiers, stored in a public repository with clear metadata and licenses, compatible with
 125 multiple formats and tools, and available for reuse by other researchers with minimal barriers. In order
 126 to efficiently apply these principles, we began by creating and using an informational Excel spreadsheet
 127 that remained consistent with data organization standards for spreadsheets (Broman & Woo, 2018).

128 Having made the choice of these two institutional repositories and their respective archiving
 129 environments, we began an initial data search and data preparation process to prepare our data for
 130 entry into the two archives. Upon completing the data preparation process, we will upload our
 131 datasets to our respective institutional repositories. During the upload process, we will assign
 132 appropriate metadata standards, file formats, and persistent identifiers to each dataset, following the
 133 recommendations of the respective platforms.

134 By using Dataverse and Dryad as digital archiving environments for our archaeological data, we
 135 aimed to promote transparent, reproducible, and collaborative research practices, ultimately
 136 contributing to the advancement of the field. Our hope is that our data will prove useful to future
 137 researchers.

138
 139

Kommentiert [DH13]: Could you mention the metadata standards?



140
 141

Figure 1 - A framework model for developing our digital archive.

142 Having decided on the use of these two institutional archiving systems, we have begun the initial
143 analysis of our needs and goals, along with - given our inexperience - an initial investigation into what
144 digital archiving is and is not, and what it, in its current state of evolution, can (and cannot) provide to
145 our particular situation. It has been a steep learning curve for those of us without experience in this
146 field, but we have been fortunate to have the assistance of subject matter experts who have eased our
147 way. We have connected with some very experienced digital archivists at several institutions who have
148 been extremely helpful and generous with their time and expertise to assist us.

149

150

Locating Data

151

152 As a practical first step, we have begun to amass the first order listing of all extant project data, in
153 both analog and digital formats, from both current and former project participants. Over 40 people
154 have worked on the project at some point, and several are now retired and, sadly, several are no
155 longer with us. We have reached out to current and former participants in our project and have asked
156 them if they hold any data from the time of their involvement in the project, and if they would be
157 willing to share their data with us to include in the digital repository. Several have responded positively
158 and have provided us with trays of 35 mm slides, personal papers and recordings, and digital
159 documents. Two previous project participants very regrettably suffered major house fires at various
160 times, and there was a flooding event at Dr. Madry's lab at Rutgers university, resulting in the loss of
161 important project data, some of which had no backup or duplicate copies. This reinforces the
162 importance of creating and uploading such data while the project is ongoing, rather than simply storing
163 data in the closet.

164

165

Cataloging our Data

166

167 Our second step was to create the first order cataloging of all extant project data, in both analog
168 and digital formats. This catalog was created and designed to include information on general data type,
169 amounts, condition, location, sensitivity, ownership, etc. An initial Excel spreadsheet on a secure,
170 shared Google folder was created to catalog what and how much of each type of record has been
171 located for use in this project.

172

Data

173 Our project, with its many individual components, has generated significant amounts of disparate
174 data. Fortunately, over the years, much of our existing analog data has already been scanned or is in
175 the process of being scanned. These include large numbers of 35 mm slides (remember those?), paper
176 field documents, field maps, aerial photographs, paper and digital historical documents and
177 manuscripts, audio recordings, paper and scanned digital maps, and other field and lab documents and
178 archival records. Most of these still do not have any item-level metadata, provenance, or keywords at
179 this point, and this will be a vital component of our subsequent work. Our digital data include large
180 amounts of scanned maps, documents, and photos, and also an extensive project GIS and remote
181 sensing archive, databases, websites, presentations, posters, and more.

182

Kommentiert [DH14]: Could you please clarify, for the record, if you indeed used an MS Excel spreadsheet in Google Drive? Thanks!

Kommentiert [DH15]: Do you mean Google Drive?

Kommentiert [DH16]: I unfortunately can definitely remember them 😊

Kommentiert [DH17]: Did you use specific metadata standards? If yes, which? If not: why not?

Kommentiert [DH18]: Did you use a specific controlled vocabulary for the keywords?

Kommentiert [DH19]: These listings of the various data are somewhat redundant; please clarify.

183

Work Program and Project Strategy

184 Having chosen our two institutional digital archiving software systems and repositories and having
185 learned what institutional support will be available to our project members, we next had to map out a
186 realistic work program to populate our archives at our two respective institutions. We then began the
187 actual process of creating, annotating, populating, and managing our project digital archives.

188 A digital archiving strategy was developed that outlines how the materials are to be digitized, stored,
189 and made accessible. This strategy included factors such as the format and size of the materials, the
190 required storage capacity, the sensitivity of the data, and the accessibility needs of future users. The
191 proposed framework for the Burgundy digital archiving process began by evaluating these current digital
192 archiving environments (Dataverse and Dryad) in this context. This involved assessing factors such as modes
193 of use, scalability, and potential for integration or interoperability with other tools and platforms such as
194 those made available by our institutions.

Kommentiert [DH20]: This would be a great place to explain in 1-2 sentences why exactly you are using two systems, as outlined in the "project status" section. Does each of the two repositories contain the entire dataset? Or are some specific datasets archived in repository A while others are archived in repository B instead?

195

Initial Data Catalog

196 An initial catalog of all existing data, in both analog and digital formats, from all current and former
197 project participants was generated in an online Google Spreadsheet, as shown below in figure 1.
198

Kommentiert [DH21]: Since you mention the title of the "Digital Asset Inventory" too below, it would be good to mention the title for this catalog ("Digital Archive Catalog"?) too.

Kommentiert [DH22]: These are nowadays called "Google Sheets" as far as I know

Kommentiert [DH23]: Do you mean figure 2?

Product	Rationale	Origin	Producer(s)	Contributor	Medium	Format	Access	Repository	Owner
Maps	Maps of Burgundy	Multiple, IGN, BNF, AN, LOC	Multiple, IGN, BNF, AN, LOC		Paper	Analog		UNC Dataverse	S. Madry
Maps digital	Scanned maps	Multiple, IGN, BNF, AN, LOC	Multiple, IGN, BNF, AN, LOC		Digital	Digital		UNC Dataverse	S. Madry
Vertical aerials analog	1945 aerials	US DOD	US DOD			Analog		UNC Dataverse	S. Madry
Vertical aerials digital	1945 aerials	US DOD	US DOD			Digital		UNC Dataverse	S. Madry
IGN aerials digital	IGN mapping pht	IGN				Digital		UNC Dataverse	S. Madry
Oblique aerials	aerial photos	Multiple				Analog		UNC Dataverse	S. Madry
Oblique aerials digital	aerial photos					Digital		UNC Dataverse	S. Madry
Remote Sensing data	Satellite imagery of various dates	Landsat, ESA, JAXA	US, ESA, Japan			Digital		UNC Dataverse	S. Madry
GPS files	GPS ground points		US GPS			Digital		UNC Dataverse	S. Madry
GIS files	GIS data		Multiple			Digital		UNC Dataverse	S. Madry
35mm slides	ground and aerial photos					Analog		NCSU/UNC	
35mm Scanned						Digital		NCSU/UNC	
Print photos	ground and aerial photos					Analog		NCSU/UNC	
Scanned photos						Digital		NCSU/UNC	
Videos and movies						Digital		UNC Dataverse	
GIS animations/flythroughs						Digital		UNC Dataverse	S. Madry
PowerPoint presentations						Digital		NCSU/UNC	
Poster papers						Digital		NCSU/UNC	

199

200

Figure 2 - Spreadsheet of Digital Archive Catalog

201 This list includes information on the data type, rationale for archive, location, origin, producers, and
202 contributors, medium, data format, current mode of access (analog or digital), privacy and activity, data
203 size, geotagging, keywords, and physical or digital repository location. An Excel spreadsheet in a shared
204 Google Docs folder, titled "Digital Asset Inventory", was created to catalog the data, and track the progress
205 of the project, so that all interested project participants had access and could provide input into the process,
206 add additional data, and assist in the work. When cataloging the resources found in our inventory, special

Kommentiert [DH24]: So you are using both Excel and Google spreadsheets? Do you mean a Google "Drive" folder?

207 care was taken to ensure that human subjects and sensitive archaeological site data were appropriately
 208 protected.

209 This spreadsheet was created, listing all of the types of data, owner, security levels, keywords, etc.,
 210 as shown above in figure 1 above. After an initial review and much internal discussion and advice from
 211 our digital archiving experts, a total of 16 separate 'buckets' of archival data were decided upon, and
 212 individual spreadsheets were then created for each of these, which contained details specific to each
 213 data type: These 16 data buckets are:

- 214 1. Ethnographic interviews and recordings
- 215 2. MSWord, Excel, or PowerPoint documents (including Google docs and OpenOffice).
- 216 3. Digital GIS data in either raster or vector format
- 217 4. Remote Sensing Imagery from multiple satellite systems dating back to 1964
- 218 5. Scanned aerial photographs
- 219 6. Historical documents of many types
- 220 7. GPS locations and geotagged photo data
- 221 8. Academic papers and reports
- 222 9. Genealogy data
- 223 10. Html sites and html data
- 224 11. Videos and movies, including computer visualizations
- 225 12. Paper maps
- 226 13. Map inventory of the Virunga Volcano project, Rwanda
- 227 14. Scanned 9x9 inch 1945 aerial mapping photographs
- 228 15. Data backups
- 229 16. References, articles, and related documents

230 Each of these bucket spreadsheets contain unique categories of information relevant to that specific
 231 data. A portion of the current working spreadsheet for our collection of over 200 paper maps is shown
 232 in figure 3 below. This contains 26 categories of information for each map.

Index Number	Date	Title	Produced By	Area	Features	Map Type	Map Media & Condition	Scale	Center X	Center Y	Width (cm) map area & sheet area	Height (cm) map area & sheet area
1		1759 Cassini No. 84	Jean Dominique and Jacques Cassini	Bourgogne; From Saulieu (north) to Couches (south); from Chateau Cheron River, Ouche	Autun, eastern Morvan, Mont Beauvais, Arnoux River, Canal du Centre, Yonne	Shaded relief, hydrology (mills), woods, roads, towns, etc.	B&W reproduction on heavy paper; edges torn, tape on edges	1 cm = 1000 metres; 1 inch = 1000 toise	80,000 T à la M	100,000 T à la P	89.7 cm	55.6 cm
Storage Location	Map Source	Notes	Digital Photo for database/ file name	Digital Scan yes/no	Scanned Digital File Name	File Type	Image Resolution	Digital Storage	features extracted???	which features	Digital copies reside	Paper map reside
Battle Hall, 3rd drawer map file	IGN	Just north of our research area commune and preliminary research area. Scale is not reproduced to exact size.	Map File 1	yes	cassininorth	JPEG	300 dpi	France Scans CDROM (copies Madry, Tickner, Jones)				

233

234

235

Figure 3 - Spreadsheet for Analog Cartographical data

Kommentiert [DH25]: This section is a bit confusing? Are there 2 spreadsheets or 1?

Kommentiert [DH26]: Do you mean fig. 1 or 2?

Kommentiert [DH27]: delete

Kommentiert [DH28]: Please add a space after MS

Kommentiert [DH29]: How do you archive these? As exports in MS Word file format?

Kommentiert [DH30]: I'd rewrite that part for clarity and because of the technical framework:

2. Documents in MS Word, Excel, or PowerPoint format, as well as those created with Google Docs Editors and OpenOffice.

Kommentiert [DH31]: Maybe set "Sensing Imaginery" lower case?

Kommentiert [DH32]: Rather use GNSS (Global Navigation Satellite System) as an umbrella term for clarity?

7. Data related to GNSS coordinates and geotagged photographs.

Kommentiert [DH33]: Please rewrite for clarity: 10. Websites and data in HTML format.

Kommentiert [DH34]: Lower case?

236

Data Preparation

237 The process of scanning and digitizing analog data, including 35 mm slides, field and aerial photographs,
238 historical documents and manuscripts, paper maps, audio and video recordings, and other field and lab
239 documents and archival records has been ongoing piecemeal for several years, conducted at both NCSU and
240 UNC-CH. NCSU has, over several years, provided student workers who have assisted us in this process, and
241 this significantly accelerated our work. This involved selecting the appropriate hardware and software tools
242 to ensure that the resulting digital copies are of sufficient quality and met appropriate preservation standards.
243 Fortunately, NCSU has a 35 mm slide scanner, which was used to scan hundreds of these slides. UNC-CH had
244 for several years a high-resolution flatbed color scanner which was used to scan many maps and large
245 drawings and our collection of 9x9 inch World War II aerial photos of the region.

246 Many paper maps, aerial photos, etc. had already been scanned over the years, but at low quality, and
247 many of these were rescanned to meet modern archival standards. Additional searches were made for data,
248 and we contacted many previous project participants, asking if they had data they would provide us. Several
249 provided photos, 35 mm slides, and other files to us, which have been added to the workflow.

250

Data Formats

251 Given that our project has been going on for 45 years, we have had to deal with the fact that older project
252 data existed in many different data formats, including many that are no longer commonly supported. These
253 include 35 mm slides, CDs, VHS cassettes, Zip backup drives, Super 8 mm movie reels, audio cassettes, and
254 more, as shown below in figure 3. Many sets of data have gone through several generations of formats over
255 the decades, from analog to CD to Zip disks to external hard drives to the cloud. This is a problem common to
256 many long-term research programs such as ours. A vital aspect of this work is the annotation of data with
257 appropriate metadata and keywords such as the person who took the photo, the date, location, subject, etc.
258 Sometimes, only one person knows these details, and some are dealing with data collected over 40 years ago,
259 so this will be a lengthy process, but is vital to our project. Our intention is that individuals will be able to
260 search the archives for specific locations, dates, subjects (mill ponds, forests, old roads, etc.) and individuals
261 across all data types, and this will require detailed keywords and metadata, much of which does not yet exist.
262 We recognize that this will be a prolonged activity.

263

Project Status

264 In the summer of 2023, the data will undergo a final quality assurance process and creation of missing
265 keywords and metadata. We will then begin to undertake the process of entering each of the 16 buckets
266 of data into the Dataverse system at UNC-CH and the Dryad system at NCSU, depending on whose data
267 it is. As we are going to use both of these two institutional data repositories, a dedicated project archival
268 access website is also under development, so that people can find project data regardless of its
269 institutional archival location. This will be constructed using standard online finding aid structures.
270 Metadata and keywords remain to be added to much of the data, in order to allow searches by location,
271 date, type of data, etc. Final decisions will be made on data access and permissions before the archival
272 'system' goes live in the fall of 2023. Additionally, the existing document archives of Prof. Carole
273 Crumley, already archived at UNC-CH, will be linked where possible. One outstanding concern is that
274 the Odum Institute's archive only accepts digital data, and we do not know what will happen to all of the

275 paper maps, slides, and other data that we hold. We are seeking a proper repository for these, perhaps
276 in partnership with the historical collections at one of our institutions' libraries.



277

278 **Figure 4** - Data from our project in its many, outdated formats such as 35 mm slides, floppy drives, audio cassettes,
279 Super 8 mm movie film, VHS videos, CD-ROMs, and Zip disks, none of which are supported today.

280

Results

281 This is an ongoing project and we do not yet have final results. But our situation is likely mirrored
282 throughout the archaeological community. In our case, we followed a strategy based on digital archiving
283 principles to guide our project steps, but we found it essential to adapt these standards to the specific
284 challenges and needs of our extensive archive. We learned that digital archiving is not a linear process,
285 but rather a cyclical and iterative process that requires constant evaluation and re-adjustment. Some of
286 the challenges we faced included finding and using appropriate digital archiving tools, gaining access to
287 some analog or digital data, and ensuring the appropriate security and privacy of our data. We crafted
288 our steps in a non-rigid process that began with locating data, researching digital archive tools, preparing
289 a first-order list, ascertaining privacy, and creating a collective catalog of our project. We anticipate that
290 our next steps will include further securing and digitizing our data, uploading our data to the two servers,
291 monitoring project progress, and disseminating our results to other researchers and community
292 members. We are hopeful that these steps will contribute to the preservation and accessibility of our
293 project in the long-term, understanding that this project will take time to further establish and maintain.

294 Large landscape projects, including archaeological, historical ecology, and related activities, often
295 consist of multiple researchers from many different disciplines, institutions, and academic perspectives.
296 Each participant brings with them large amounts of disparate raw, intermediate, and finished data in
297 both analog and digital formats. Such projects can be very long-lived, continuing for several decades,

298 with both people, technologies, data formats, media, and archival perspectives coming and going over
299 time.

300 Such projects can generate massive amounts of data, both digital and analog, which should be
301 properly conserved and archived, and these should also be made available as a matter of course to the
302 largest possible number of researchers, both within the project as well as beyond, after initial publication
303 of results. Such archiving should be a part of all phases of work, including the initial planning and analysis
304 work. Proper care must be taken for human subjects and sensitive archaeological site data, even after
305 the specific project is ended.

306

307

Discussion

308

309 Digital archiving and related tools now exist that can be incorporated into new projects directly as
310 they begin, so that they become another tool for the use of the researchers, but this requires specific
311 knowledge and expertise which is traditionally outside of our fields, which is not always available to
312 archaeological projects. Our project has struggled to keep track of the data held by various participants
313 over the years, and significant data has also been lost. Data retained by former participants is rarely
314 scanned or cataloged, nor does it contain metadata or is it accessible using keywords or geotags.

315 Our strong advice to all is to please take digital archiving into consideration AT THE BEGINNING of
316 your projects, and to incorporate digital archiving technologies and specialists in your work. Indeed, long-
317 term data management strategies and plans are often now required components for many successful
318 grant proposals at various public and private agencies. Key concepts such as digital data fixity, redundant
319 backups, paradata, metadata, and appropriate keywords should become a part of all of our standard
320 professional workflow, no matter what our particular discipline may be.

321 Once our data are uploaded and the archives 'go live', the project will continue to be monitored and
322 adjusted as necessary, with the goal of ensuring that the data remains available for a broad scope of
323 researchers over time. Finally, information on the process and results of the digital archiving project will
324 be collected and distributed to other researchers to benefit their own research and digital archive
325 development.

326 We hope that our experiences in seeking, well after the fact, to incorporate this important new
327 capability into our work will be useful not only for our project and researchers in our ongoing work, but
328 also for those who may come after us working in this region. We also hope that our experiences will be
329 helpful to the larger community, to assist others to incorporate these tools into their future work as a
330 matter of course.

331

Acknowledgements

332 We wish to acknowledge the participation of multiple people who have worked with us over the
333 years. This includes Professor Carole Crumley, the numerous colleagues who collaborated with us on the
334 project over the 45 years of its existence, and all of the collaborators in this work, past and present. We
335 also acknowledge the North Carolina State University undergraduate students Hannah Taylor, Duncan
336 Anderson, Angel Ngo, Madeleine Guyant, Daniela Agostini, Charlotte Bulkeley, and Kaitlyn Bohn, who
337 assisted us in scanning and documenting much of the data that will be archived. We also recognize and
338 thank the many people of our French study area who so graciously supported and assisted us over the

Kommentiert [DH35]: Maybe use "under certain circumstances" or something similar

339 decades, and who shared their homes, fields, and archives with us. We also express our gratitude to the
340 digital archiving experts who have so graciously assisted us, and the digital archiving staffs at UNC-CH
341 and NCSU.

342 **Data, scripts, code, and supplementary information availability**

343 Data will be made available online at the University of North Carolina at Chapel Hill's Odum Institute
344 Data Repository: <https://odum.unc.edu/archive> and at North Carolina State University's Dryad Data
345 Repository at <https://www.lib.ncsu.edu/do/data-management/dryad>

346 **Conflict of interest disclosure**

347 The authors declare that they comply with the PCI rule of having no financial or other conflicts of
348 interest in relation to the content of the article.

349 **Funding**

350 This digital archiving work is primarily unfunded and is being conducted on our own. NC State University
351 has provided funding for several undergraduate and graduate students in support of this project.

352 **References**

- 353 Aczel B, Szaszi B, Holcombe AO (2021) A billion-dollar donation: estimating the cost of researchers' time
354 spent on peer review. *Research Integrity and Peer Review*, **6**, 14. [https://doi.org/10.1186/s41073-021-](https://doi.org/10.1186/s41073-021-00118-2)
355 [00118-2](https://doi.org/10.1186/s41073-021-00118-2)
- 356 Broman, K. W., & Woo, K. H. (2018). Data Organization in Spreadsheets. *American Statistician*, *72*(1), 2–10.
357 <https://doi.org/10.1080/00031305.2017.1375989>
- 358 Crumley, C. & B. Marquardt 1987 *Regional Dynamics: Burqundian Landscapes in Historical Perspective*.
359 San Diego: Academic Press.
- 360 Copiello S (2020) Business as Usual with Article Processing Charges in the Transition towards OA
361 Publishing: A Case Study Based on Elsevier. *Publications*, **8**, 3.
362 <https://doi.org/10.3390/publications8010003>
- 363 Doyle H, Gass A, Kennison R (2004) Who Pays for Open Access? *PLoS Biology*, **2**, e105.
364 <https://doi.org/10.1371/journal.pbio.0020105>
- 365 *Dryad | Good data practices*. (n.d.). Retrieved April 15, 2023, from
366 https://datadryad.org/stash/best_practices
- 367 The FAIR Data Principles – FORCE11. (n.d.). Retrieved April 15, 2023, from [https://force11.org/info/the-](https://force11.org/info/the-fair-data-principles/)
368 [fair-data-principles/](https://force11.org/info/the-fair-data-principles/)
- 369 Huvila, I. "Participatory archive: towards decentralized curation, radical user orientation, and broader
370 contextualisation of records management". *Arch Sci* **8**, 15–36 (2008).
371 <https://doi.org/10.1007/s10502-008-9071-0>
- 372 Madry, S., A. Westin, E. Jones editors. "Methods, Techniques, and Theory in Historical Ecology: The
373 Collection, Analysis, and Integration of Complex Regional Data". 2023 Accepted for publication by
374 the Swedish Diversity Centre Press, Uppsala, Sweden

375 Richards, J.D., Jakobsson, U., Novák, D., Štular, B. and Wright, H. 2021 "Digital Archiving in
376 Archaeology: The State of the Art". *Internet Archaeology* 58. <https://doi.org/10.11141/ia.58.23>
377 Wright, H. and Richards, J.D. 2018 "Reflections on collaborative archaeology and large-scale online
378 research infrastructures", *Journal of Field Archaeology* 43, supp1., S60-S67
379 <https://doi.org/10.1080/00934690.2018.1511960>