

Teaching Script for Unit 10: Long-Term Archiving (Online Event)

| Components | Content (working method) | Duration (slides) | Step | Objective | Instructions | Breathing (voices chime) |
|---|---|----------------------|----------------------------|--|---|--------------------------------|
| 1. Basics | 1. Archiving vs. Backup (Ideas out loud) | 3 min (10.1-2) | Participants provide input | Participants activate their prior knowledge | Task: - Call-out without notes "How does archiving differ from backup?" - Please call out your answers simply into the room | out (yes) |
| ... | 2. Archiving vs. Backup (Talk) | 2 min (10.3-5) | WL speaks | Participants understand the concept of long-term archiving | Talk: - Clarification of the distinction between archiving and backup - What does "long-term" mean? - Explanation of challenges in long-term storage | in (no) |
| 2. Sustainable File Formats | 1. File Formats (Talk) | 3 min (10.6-7) | WL speaks | Participants learn about suitable file formats for archiving | Talk: - Differences between open and proprietary formats - Reasons for using standardized formats for long-term storage | in (no) |
| 3. Requirements for a Long-term Archive | 1. Selection of Long-term Archives (Ideas out loud) | 12 min (10.8-9) | Participants provide input | Participants develop criteria for selecting a suitable long-term archive | Task: - Call-out with notes - "What should one consider when choosing long-term archives?" - Please call out your answers simply into the room | out (yes) |

Duration of unit: 20 minutes.