

## Teaching Script for Unit 10: Long-Term Archiving (In-Person 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.