

H O W

t o



a r c h i v e

Archiving 4.0 / Archiving for
advanced users

Tips for deeper reading

Useful links

b e t t e r

FOR DESIGNERS AND MAKERS

Network archives design and digital culture

Design archives provide insight into the social context of design, the position of designers, the development of their work, and new applications for techniques or materials. In short, archives provide access to the past and contain knowledge for the future – but they have to be preserved and accessible.

There are several organisations in the Netherlands that manage design heritage, and in 2021 they united as the Network for Archives of Design and Digital Culture (NADD). The network shares knowledge around archiving and makes visible existing design archives, with work being done on digital infrastructure to ensure scattered archives are centrally accessible. Through its Seeking Shelter programme, the network also draws attention to managing and preserving at-risk design archives.

NADD consists of more than 45 partners including designers, design experts, professional organisations, educational institutions, and heritage institutions of all sizes that manage archives.

netwerkadd.nl

How

ADVANCED ARCHIVING

You are aware of the value of your archive and know how to look after it to the best of your ability – so perhaps you can archive even better.



archive

This guide is meant for you as a designer or maker, so feel free to write in it, work in it and, above all, use it your way. Want to reuse the worksheets again later or prefer to work digitally? You can always download and print them again at:

<https://nieuweinstituut.nl/en/pages/how-to-archive-better>

Tips for deeper reading

Useful links

better

FOR DESIGNERS AND MAKERS

exercise

BACKLOG

This is your sanctuary for collecting ideas, can-do's and desires in an ideal world. Consider it a work in progress, just like archiving itself.

HIGHER PLAN

The websites of key archive and heritage partners offer information and tips that can help take your archive to an even higher level.

DEN

This Dutch knowledge institute for culture and digital transformation is a foundation that inspires and supports professionals in heritage management and culture production to make the most of the opportunities for digital transformation.

www.den.nl/en

NATIONAL ARCHIVES

This is the largest public archive institution in the Netherlands and the national centre of expertise on information management. Nationaal Archief also supports organisations in setting up their information processes and systems.

www.nationaalarchief.nl/en

TRACKS

We highly recommend this Flemish network of organisations that offers information and services from combined expertise to support artists and arts organisations in caring for archives and collections, and their website is full of practical tips.

www.projecttracks.be/en/toolbox-overview

DIGITISING HERITAGE COLLECTIONS

This initiative by Dutch digital heritage network NDE is aimed at small and large collection-managing institutions such as historical societies, museums and archives. The guide provides a structured route (in Dutch) for sustainable preservation and management of collections that is not only valuable for institutions that have yet to start digitising, but for those that are already well on their way.

www.digitaalerfgoedcoach.online/spoorboekje

EVEN MORE?

You might benefit from these tips.

There are grant schemes available for archives and archival research; contact NADD for more information on current programmes.

If your schedule and budget allow it, you can even make a creative end-product out of your archiving project. You could, for example, bring 10 years of your archives together in a publication or website, then you can work towards something concrete.

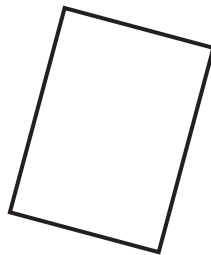
Include the hours spent archiving projects in your invoices – a well archived project also benefits the client!

Archiving is an ongoing process so make it a regular part of your workflow.

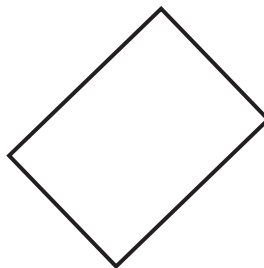
Think you do not have enough time to take better care of your living archive? You might be able to hire an intern through an accredited museum or archive training programme to help and support you on the project.



READING TIPS



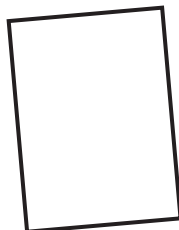
Aleida Assmann
CULTURAL MEMORY AND
WESTERN CIVILIZATION
Cambridge University Press,
2011



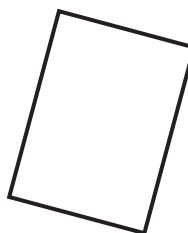
Marianne Smits
DIGITAAL ARCHIVEREN
(DIGITAL ARCHIVES,
currently only available in
Dutch)
Vakmedianet, 2011



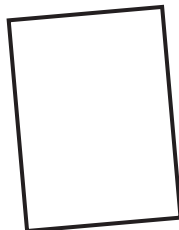
Ernst van Alphen
PRODUCTIVE
ARCHIVING:
ARTISTIC STRATEGIES,
FUTURE MEMORIES,
AND FLUID IDENTITIES
Valiz, 2023



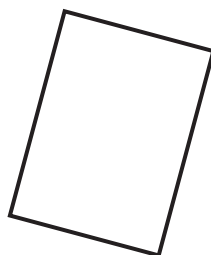
Frans Timmerhuis
HANDBOEK PRAKTISCH
ARCHIEFBEHEER
(PRACTICAL HANDBOOK
FOR ARCHIVE
MANAGEMENT, currently
only available in Dutch)
Elmar Uitgeverij, 2010



Ernst van Alphen
STAGING THE ARCHIVE:
ART AND
PHOTOGRAPHY
Reaktion Books, 2014



Jan van Tiggelen
DOCUMENTEN
OPBERGEN EN
TERUGVINDEN
(DOCUMENT STORAGE
AND RETRIEVAL, currently
only available in Dutch)
Kluwer, 2002



Jacques Derrida
ARCHIVE FEVER:
A FREUDIAN
IMPRESSION
University Of Chicago
Press, 2017

‘NEW TECHNOLOGY
IS ALWAYS
ADVANCING
AND YOU MUST
ADAPT
THINGS TO IT.’
Luna Maurer &
Roel Wouters,
studio Moniker
(interactive designers)

‘THE WORLD
DETERMINES
WHETHER
SOMETHING IS
RELEVANT IN AN
ARCHIVE.
IF NOBODY
USES IT, IT’S NOT
RELEVANT.’
Borre Akkersdijk
(textile designer)

The quotes in this guide are taken from the
Archives at Risk podcast series and the videos of
Archives at Risk: Seeking Shelter.

Listen to the podcast (mostly in Dutch) at:
<https://nieuweinstituut.nl/en/pages/podcast>

Watch the videos at:
[https://nieuweinstituut.nl/en/projects/nadd/
seeking-shelter](https://nieuweinstituut.nl/en/projects/nadd/seeking-shelter)

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How to archive better

From good to better to best: archiving is an organic process that can be constantly improved. This section is filled with tips and handy links for the advanced archivist.

How to archive better is a short DIY guide with practical information and simple tips to help designers and makers archive their work. Soon, archiving can become a less difficult task, and even prove to be a habitual and lucrative part of your practice.

**‘I SEE THE ARCHIVE
AS THE ROOTS THAT
IDEAS ARE PILED
ONTO.’**

**Hella Jongerius
(industrial designer)**

**‘THE ARCHIVE
IS A FAMILY
STRUCTURE: SHARED
KNOWLEDGE, PASSED
DOWN THROUGH
GENERATIONS.’**

**Heirs of Emile Truijen
(industrial designer)**