The Archives + Knowledge Continuum

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THE CONTINUUM

Archives

Knowledge Management

COMMON KNOWLEDGE MANAGEMENT PROGRAM ELEMENTS IN AEC FIRMS

1. Internet
2. Knowledge Strategies
3. Pd - Project Management
4. W - Website
5. Ed - Educational
6. Sm - Social Media
7. Ed - Education
8. Si - System Integration
9. Pr - Project Research
10. Sv - Service Innovation
11. M - Mentorship
12. Lt - Learning & Development
13. Cop - Construction of Practice
14. Km - Knowledge Management
15. Pi - Process Improvement
16. Crm - Customer Relationship Management
17. Td - Technology Development
18. Ig - Information Governance
19. Msr - Mission-Specific Research
20. Im - Information Management
21. Ei - Expert Interviews
22. U - Corporate Universities
23. Kb - Knowledge Brokers
24. Bi - Business Intelligence
25. Poe - People Group Evaluations
26. F - Feedback
27. Pf - Project Feedback
28. Cf - Client Feedback
29. Li - Lessons Learned
30. Bp - Best Practices
31. TI - Talent Leadership
32. Po - Program Organization

Information Systems
Information Management
Research & Development
Governance Function
Knowledge Sharing
Program Management
Will your records be there when you need them?
ARCHIVES / INSTITUTIONAL MEMORY

- Projects
- Research
- Publications
- Data
ARCHIVES / INSTITUTIONAL MEMORY
Project Records
Age of Records

What is the creation timeframe of the born digital records?

US
Norway
What File Formats do you have in your holdings?

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<th>Count</th>
<th>Percentage</th>
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<td>Autodesk - 3DsMax</td>
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<td>Autodesk - Ecotect</td>
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<td>Other, please specify</td>
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<td>34.0%</td>
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Total respondents: 50

Which software are used for processing digital data?
In what capacity are the digital files available to researchers?

<table>
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<td>Reading room access</td>
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<td>Remote access</td>
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<td>Files provided directly to researcher on request</td>
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Do you have access to old digital material?

- Yes: 87
- No: 9
- Hvis nei: Kan dere angi årsak? 2

What is the best way of disseminating the preserved material in the future?

- Bevare gammel programvare, for å kunne vise gamle formater: 32
- Konvertere gamle formater til nye for å visualisere i ny programvare: 76
- Andre tanker: 15

RISK TO LONG-TERM ACCESS (US + NORWAY)
Knowledge Management
KNOWLEDGE MANAGEMENT COMPONENTS

People — Relationships — Knowledge
Know what you have

- Databases
- Digital Asset Management Tools
- Labeling boxes and tubes
- Project Close Out Process
- Electronic file and folder naming
- Records Retention
Ease of Access and Use

- Digital Asset Management
- Portfolio Development
- Quick Reference for thought leadership pieces
- Resource to former and repeat clients
- History at your fingertips
THE CONTINUUM

- Knowledge Transfer
- Risk Management
- Succession Planning
Thank You!

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