

**Archives on Science: International Outlook and Comparison**

Name .....  
Country .....  
Institution .....

**Please, answer the questions below by ticking the most appropriate answer or answers:**

*A. How extended is the definition of science in your country/institution*

- all sciences: physical, life sciences, mathematics, engineering, philosophy, history, languages, social sciences etc.
- all sciences except social sciences and humanities
- other definition (please describe below)

.....  
.....

Comments:

-----

*B. How do you define the term " research "*

- systematic and detailed study, analysis, writing and reporting of results; only academic
- detailed study of a subject: academic and non-academic
- other definition (please describe below)

.....  
.....

Comments:

-----

C. *How do you define the term “records of science”*

- records created during a scientific project
- records created during the entire research activity
- all records concerning a specific scientist/researcher
- private papers of a scientist
- other definition (please describe below)

.....  
 .....

Comments:

-----

D. *What external and internal rules are available for handling of records of science*

- archival law
- university/institution policy
- rules stated by the research team
- request of the donor
- others (please describe below)

.....  
 .....

Comments:

-----

E. *Who is the owner of records of science*

- records of science are private property of the scientist/scientific group
- the university/institution
- records of science are public property

others (please describe below)

.....  
 .....

Comments:

-----

*F. How do you collect records of science for the archives*

- scientist/scientific group is obliged by the archival/national law to deliver records to the archives when a project is finalized
- scientist/scientific group is obliged by the university policy to deliver records to the archives
- scientist makes a donation to the archives
- archives persuade scientists to donate records
- archives purchase records
- other way (please describe below)

.....  
 .....

Comments:

-----

*G. Which of records listed below are occurring/ preserved in your archives*

- projects description/plan
- funding application/budget/contracts
- correspondence/contracts with sponsors
- application to ethical committees
- methods description
- raw data (e.g. surveys, laboratory/field notebooks, radiographs, increment cores, soil samples etc)

- analyzed data (e.g. report drafts, calculations as a part of data processing, excerpts etc)
- results reporting (all reports, final report, publications, articles)
- personnel records
- other records (please describe below)

.....  
 .....

Comments:

-----

*H. Are records of science of any type (e.g. raw data, results) created and preserved electronically*

- all scientific records
- raw data
- results
- other records (please describe below)

.....  
 .....

Comments:

-----

*I. Are there any policies for digital preservation of records of science agreed at your university/institution:*

- yes (please describe shortly what kind of policy)

.....  
 .....

- no

Comments:

-----

*J. How do you preserve in your archives records of science created electronically*

- by storage in natives formats (original format)
- using emulation
- by migration (please describe to which format)  
.....  
.....
- by conversion to analogue media (please describe to which medium)  
.....  
.....
- other methods (please describe below)  
.....  
.....

Comments:

-----

*K. Who makes the decision on appraisal (preservation/disposal) of records of science at your university*

- university board
- faculty dean
- scientist conducting the research project/activity
- scientist group
- chief of the department
- archivist
- others (please describe below)

.....  
.....

Comments:

- 
- L. *Please describe briefly what types of scientific collection do you keep in your archives? How old is the material?*

.....  
.....  
.....  
.....  
.....  
.....

**Thank you!**

Please **send your answers** by e-mail, fax or mail to the address below:

Renata Arovelius  
SLU (Swedish University of Agricultural Sciences)  
Rector Office  
Box 7070  
SE-750 07 Uppsala  
SWEDEN

Fax: +46(0)18 – 67 12 83  
E-mail: [Renata.Arovelius@adm.slu.se](mailto:Renata.Arovelius@adm.slu.se)