Format Support Policy

Morris Library will use standard data management practices to protect the items stored in OpenSIUC. The database will be backed up regularly and will be kept secure against unauthorized deletion or modification.

Morris Library will take all possible steps to assure continuing access to items deposited in OpenSIUC. Every item deposited will remain retrievable from the repository. However, computer files depend on the availability of the appropriate software to render the functions and appearance intended by the file's creator; over time older software applications may no longer function on new computer platforms, leaving the files created with those applications inoperable. The level of access that the Library can assure to items stored in OpenSIUC may therefore range from preservation of the full functionality and appearance of the original file to preservation of the mere bit stream with no assurance that the file's original functionality or appearance can be recreated. In general, files created with open or non-proprietary software offer the greatest likelihood that their functionality and appearance can continued to be rendered as computer environments change. Faculty and other creators of digital content are urged to carefully consider the implications of choosing one or another file format or software application, and to balance the importance of the functions provided by a software application against the importance of being able to preserve those functions over a period of years or decades.

The Libraries identify three levels of assurance for the continuing operability of digital files in OpenSIUC:

- **Supported:** we support this format. There is a high likelihood that its content, appearance, and functions will be preserved over time.
- **Known:** we recognize this format but cannot guarantee its support over time.
- **Not Supported:** we do not recognize this format. At best, the bit stream will be preserved but not appearance or functionality.

Format Support Levels

Name	Extensions	MIME Type	Support Level
Unknown		application/octet-stream	unknown
Adobe PDF	pdf	application/pdf	supported
XML	xml	text/xml	supported
Text	txt, asc	text/plain	supported
HTML	htm, html	text/html	supported
Microsoft Word	doc	application/msword	known
Microsoft Powerpoint	ppt	application/vnd.ms-powerpoint	known
Microsoft Excel	xls	application/vnd.ms-excel	known
MARC		application/marc	supported
JPEG	jpeg, jpg	image/jpeg	supported

GIF	gif	image/gif	supported
PNG	png	image/png	supported
TIFF	tiff, tif	image/tiff	supported
AIFF	aiff, aif, aifc, iff	audio/x-aiff	supported
audio/basic	au, snd	audio/basic	known
WAV	wav	audio/x-wav	known
MPEG	mpeg, mpg, mpe	video/mpeg	known
RTF	rtf, rtx	text/richtext	supported
Microsoft Visio	vsd	application/vnd.visio	known
FMP3	fm	application/x-filemaker	known
BMP	bmp	image/x-ms-bmp	known
Photoshop	psd, pdd	application/x-photoshop	known
Postscript	ps, eps	application/postscript	supported
Video Quicktime	mov, qt	video/quicktime	known
MPEG Audio	mpa, abs, mpega	audio/x-mpeg	known
Microsoft Project	mpp, mpx, mpd	application/vnd.ms-project	known
Mathematica	ma	application/mathematica	known
LateX	latex	application/x-latex	known
TeX	tex	application/x-tex	known
TeX dvi	dvi	application/x-dvi	known
SGML	sgm, sgml	application/sgml	known
WordPerfect	wpd	application/wordperfect5.1	known
RealAudio	ra, ram	audio/x-pn-realaudio	known
Photo CD	pcd	image/x-photo-cd	known
AutoCAD	dwg		known
AutoCAD Exchange Format	dfx		known
AutoCAD Internet Files	dwf		known
DejaVu	djv		known
RealVideo	ra, ram	video/x-pn-realvideo	known
sid	sid		known

What To Do If Your Format Isn't Listed

Please contact OpenSIUC if you have questions about a particular format.