1. Questions
   1. General
      1. What is the title of the artwork?
      2. What is the date it was created?
      3. Who created this artwork? (if you, say yourself)
      4. What is your/his/her/their background(s)?
      5. What is your area of expertise?
      6. How would you describe the artwork?
      7. How was the artwork originally intended to be displayed?
      8. For how long was the artwork originally intended to be displayed?
      9. How long should the artwork be preserved for?
      10. How should the artwork be displayed? On a single page? Multiple screens? Different type of ‘canvas’ altogether?
      11. What kind of details for the artwork should be displayed?
      12. Try to give a summary of the general technical environment of the current date, as it relates to your artwork.
      13. What has changed between when you started developing the artwork and the finished product?
      14. When did you begin developing this artwork?
      15. When was it completed?
   2. Legal
      1. Who owns the copyrights?
      2. How long are the copyrights good for?
      3. Who will own the copyrights once the artist has passed away?
      4. Are there any copyright issues?
      5. Are there any patented ideas/software/hardware/algorithms used for this artwork project that the artist does not own that requires mention?
      6. Are there any foreign copyrights or patents associated with this artwork?
      7. Are there any open source or other components in this artwork that is licensed and thus requires mention?
      8. Should the copyright information be displayed along with the artwork?
   3. Technical
      1. How many files are required in the digital artwork?
      2. What is the uncompressed size of the artwork?
      3. What is the compressed size of the artwork?
      4. What is the form of compression used to compress the artwork?
      5. What artifacts are required to display the artwork?
      6. If video:
         1. What format was the video originally intended to be displayed in?
         2. Are there any objections to converting/copying the artwork to other formats?
         3. What player was the artwork intended to be played in?
         4. What resolution was the artwork intended to be played in?
      7. If images:
         1. What image type(s) was/were the images intended to be displayed in?
         2. Are there any objections to converting/copying the images to other formats if/when necessary?
         3. What resolution was the images intended to be displayed in?
         4. What was the size of the intended display for the images?
      8. If software:
         1. What companies/people developed the technologies used to develop this software?
         2. Who developed the software?
         3. What technologies and versions were used to develop this software?
         4. What operating systems (including version and service updates) was the software originally developed?
         5. What operating system was the software originally deployed on?
         6. What operating systems was the software expected to be run on?
         7. Describe the environment used to develop the software
         8. What language(s) and versions of said languages is the software developed in?
         9. What environments/apis/libraries were used in development?
         10. What IDE/text editor and versions of ide/text editor was used for development?
         11. What database systems and versions of the database systems (if any) were used for the project?
         12. Is there a dump SQL file that can be used to recreate the database?
         13. Are there a series of backups at different points in time?
         14. Do they correlate to the version control system?
         15. What type of software is this?
         16. What was the original file format for the project?
         17. How were the graphical elements of the software developed?
         18. Were the graphical elements of the software designed separately from the code of the software?
         19. If so, please include any additional documentation/images used in the development of the software.
         20. Is the software web-based?
         21. If so:
             1. What browser(s) and versions was this artwork intended to be displayed in?
             2. Did this artwork render the same in all browsers?
             3. What html and css specifications, if any, are required to render this artwork correctly?
             4. What plugins, if any, were required for the original project?
         22. What version control system was used in the development of this project?
         23. If any, please include all information/files relating to the version control system utilized, including information on any remote repositories used to store the project.
      9. Hardware
         1. What is the manufacturer of the computer this was developed on?
         2. How difficult is the computer architecture for the original project?
         3. What was the CPU in the computer?
         4. How file space did the original project take? (Memory)
         5. How much storage was required to store the project? (Disk drives)
         6. What was the Original Display adapter (manufacturer, model, chipset) used?
         7. What types of peripherals were used to run the project?
         8. Were there any specific requirements for hardware deployment, such as compatible processor?
         9. How the original project was physically stored?
         10. Are there any audio requirements?
         11. Are there any video requirements?
      10. Networking
          1. Is the artwork a standalone application or does it collaborates with other systems?
          2. What kind of collaboration does it require (e.g. peer-to-peer, client-server)?
          3. Is the artwork a client/server application?
          4. Is the artwork a peer-to-peer application?
          5. Does it require networking resources to be installed/allocated (e.g. LAN, WAN, etc.)?
          6. If so, is the network closed (self-contained?) or does it require resources outside the museum's confines?
          7. If external, what is the nature of these resources, their availability, and mode of accessibility?
          8. What are the networking requirements (wired, wireless, both)?
          9. What are the network speed requirements?
          10. Does the system require special network protocols?
          11. What is the network configuration used for the original project?
          12. Any other Requirements?
      11. System Installation
          1. Please describe the installation of the software as intended in as much detail as possible.
          2. Is the software supplied as executable or source files?
          3. If executable, is there an auto installer or must it be installed manually?
          4. If source code, what resources are supplied or required for compilation? (e.g. make files, development environments, etc.)
          5. Are there any system speed/timing requirements or constraints?
          6. Other Requirements
      12. Documentation
          1. Is there an installation manual?
          2. Is there an architecture/design document that discusses the system as a whole, each system component and how these components work together?
          3. If the system contains source code, is it documented, and to what degree?
          4. Is there maintenance manual?
          5. Is there any accompanying historical information for the system?
          6. Are there any universal standards defined for the digital artwork preservation?
          7. Can the system be converted to these standards?
          8. How problematic is to make digital artwork standards for this project?
          9. Is there a marketing plan to keep digital artwork active once being stored?

Other Requirements

* + 1. Quality Assurance and Reliability
       1. Was the installation of the artwork software tested on another computer that did not have the development environment pre-installed?
       2. Was the artwork program tested with other standard applications resident in-memory? For example, Word, Excel, or Email clients?
       3. Was the software, if web based, tested on different browsers. For example, Internet Explorer 7, Safari, Firefox.
       4. Is the artwork considered the same if converted to another platform and functions the same way?
       5. Are there any special graphic rendering requirements specific to one operating system and/or libraries?
       6. Was the artwork application stress tested; run multiple times for an extended period of time?
       7. Are there different versions of the artwork software for multiple environments?
       8. Can the artwork software be reproduced? Can it be installed and/or compiled/linked from a set of instructions?
       9. Are the versions of the artwork software's components available or supported by the vendor?
       10. How long did it take to design and develop the artwork application?
       11. How many people were involved with the software development process?
       12. How can this application be tested?
       13. Are the data sources for this application dependent on external sources, i.e. web services, web sites, proprietary software and/or data feeds?
    2. Digital Art-specific Questions
       1. Each one of the following subtypes needs a set of questions specific to the type of artwork – beyond my expertise
          1. List taken from http://en.wikipedia.org/wiki/Digital\_art
       2. Digital Installation Art
          1. Art game
          2. Computer art scene
          3. Computer music
          4. Cyberarts
          5. Digital illustration
          6. Digital imaging
          7. Digital painting
          8. Digital photography
          9. Digital poetry
          10. Dynamic painting
          11. Electronic music
          12. Evolutionary art
          13. Fractal art
          14. Generative Art
          15. Generative music
          16. Immersion (VR)
          17. Interactive Art
          18. Machinima
       3. Algorithmic art
       4. Computer art
       5. Computer graphics
       6. Electronic art
       7. New Media Art
       8. Virtual Art

1. Specification Form

|  |  |
| --- | --- |
| **General Spec** | |
| Brand |  |
| Model |  |
| Type |  |
| Processor |  |
| Processor Main Features |  |
| Memory |  |
| Hard Drive |  |
| Optical Drive 1 |  |
| Optical Drive 2 |  |
| Graphics |  |
| Audio |  |
| Ethernet |  |
| Power Supply |  |
| Keyboard |  |
| Mouse / pointing device |  |
| Operating System |  |
| Special Features |  |
| **Motherboard** | |
| Chipset |  |
| Motherboard Name |  |
| **CPU** | |
| CPU Type |  |
| Installed Qty |  |
| CPU Speed |  |
| CPU Socket Type |  |
| CPU Main Features |  |
| **Graphics** | |
| GPU/VPU Type |  |
| Graphics Interface |  |
| **Memory** | |
| Memory Capacity |  |
| Memory Speed |  |
| Form Factor |  |
| Memory Spec |  |
| **Hard Drive** | |
| HDD Capacity |  |
| HDD Interface |  |
| HDD RPM |  |
| **Optical Drive 1** | |
| Optical Drive Type |  |
| Optical Drive Spec |  |
| **Optical Drive 2** | |
| Optical Drive 2 Type |  |
| Optical Drive 2 Spec |  |
| **Audio** | |
| Audio Chipset |  |
| **Communications** | |
| LAN Chipset |  |
| LAN Speed |  |
| **Front Panel Ports** | |
| Front USB |  |
| Front IEEE 1394 |  |
| Card Reader |  |
| **Back Panel Ports** | |
| Rear USB |  |
| Rear IEEE 1394 |  |