



## How to capture a moment in history? The Royal College of Nursing digital archive

The Royal College of Nursing (RCN) has been the voice of nursing since 1916, publishing guidance, reports and policies in support of its members.

Today, the challenges of nursing shortages, Brexit and now the tragic COVID-19 pandemic has required a rapid response from the RCN. The corresponding rise in born-digital publications has presented new challenges and opportunities for the library and archive team as they work to provide swift access to the RCN's output and history.

The RCN digital archive is a key tool in capturing and preserving this rich history as it happens.

### The role of the digital archive:

- Accessible to all online, the archive provides access to a selection of key historical resources relating to the history of nursing. RCN members can also research their voting history, tracing the development of key RCN policies using the members-only area of the digital archive.
- The flow chart illustrates the journey RCN publications take from publication to the digital archive. The library and archive team manage the life-cycle of publications, balancing access to out-dated resources with providing timely access to key resources from the history of nursing.

To explore the archive please visit the RCN website <https://rcn.access.preservica.com/>

Picture credit: RCN Archives, Ref: P/18/76/7

From publication to preservation, managing the life-cycle of an RCN publication

Publications are produced with a unique number and review date and recorded in the Customer Relationship Management system (CRM).

New publications are published on the RCN website and added to the library and archive collections. A PDF copy is uploaded to the staff area of the digital archive.

A CRM report alerts authors, website managers and the library and archive teams when a publication is past its review date and obsolete.

Obsolete publications are removed from the RCN website and the library lending collections.

The digital archivist uploads a watermarked publication to the public area of the digital archive, the library catalogue points the user to the archive also.