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## DRI File Formats

### DRI and Digital File Format Choices:

As part of DRI's overall strategy to be a certified Trusted Digital Repository (TDR), DRI is developing policy guidelines to assist depositing institutions in their long term digital preservation. These include recommendations regarding the file formats that will be accepted for ingestion into DRI.

File format choices are an extremely important component of any digital preservation strategy. As technology develops, digital formats can change quickly and old formats become unreadable. If they are proprietary formats, long-term support for them may not be guaranteed as companies disappear or simply stop supporting older versions of a particular format. For this reason, DRI's strategy is to recommend formats that are as sustainable as possible in the long term.

### File Formats in DRI

The DRI policy for ingestion of file formats will be reviewed regularly to reflect changes in technology and data collections. Below is a list of the file formats currently accepted for

ingestion into DRI. Preferred formats are recommended archival formats, best suited for long-term digital preservation; accepted formats are commonly used, but not ideal for long-term digital archiving. They are often lower quality or proprietary. If you have a choice, we recommend capturing in preferred formats.

DRI does not recommend converting files from an accepted to a preferred format [for instance, from MP3 to WAV, or JPEG to TIFF], as this will not improve quality, and may in fact reduce it.

### Textual:

Preferred: PDFa, rtf, txt, xml  
Accepted: PDF, DOC, DOCx

### Audio:

Preferred: WAV, BWAV  
Accepted: MP3 MP2

### Image:

Preferred: TIFF  
Accepted: JPEG

It is important to stress that these are the formats DRI is currently recommending, and the range of ingestible formats will continue to grow over time.