

## **Fred Browne's Website Policies 2013**

**1. Once People post documents, they are available forever, unless, ...**

- 1.a Current publicly available tool suites evolve to different versions,**
- 1.b Original locations of evolving stored documents may be difficult to recreate.**
- 1.c Original documentation sources may become lost to newer sources containing similar documentation.**
- 1.d Ownership and/or other search terms may change over time.**

**I choose to preserve my own personal copy reflecting the documentation that I reference.**

**I choose to preserve my own personal copy with modified formatting to indicate the original intent to the best of my ability. This may include deletions, substitutions, or other reuse in different formats.**

**I will attempt to preserve attribution back to the original source. However, I may choose not to seek permission to post/re-post my preservation copies due to the many difficulties in following the original ownership of posted documentation.**

**I may choose to post a thumbnail or other low resolution view of the document as it was displayed. I will attempt to mark the low resolution copy as not original and preserve attribution back to the original source. I may choose not to seek permission to post/re-post my low resolution thumbnail due to the many difficulties in following the original ownership of posted documentation.**

**2. People sometimes lose interest in maintaining personal websites.**

**2.a Services such as the Wayback Machine may be able to preserve pages, but may not overcome the many difficulties in locating original documentation.**

**2.b Original documentation may be posted in formats which do not allow easy reuse in other formats or for other purposes.**

**2.c Original documentation which may have been scanned from hardcopy documentation may not allow easy reuse in other formats or for other purposes.**

**2.d Scans of second or third generation hardcopy documents may be difficult to restore the original formatting intent.**

**I may choose to preserve my own personal copy with modified formatting to indicate the original intent to the best of my ability. This may include deletions, substitutions, or other reuse in different formats.**

**I may choose to re-post preserved high resolution copies or recreate documents using OCR and Spell Check tools. I may choose not to seek permission to post/re-post my preserved and/or reformatted copies due to the many difficulties in following the original ownership of posted documentation.**

**3. In order to protect PII, I will make reasonable efforts to remove PII prior to posting/re-posting any documentation.**

**4. In order to preserve the original format and attribution of my documentation, I prefer to post my documentation in PDF format where possible. However, I recognize the need to make my documentation available for others to reformat and reuse, I will attempt to also offer multiple formats including Microsoft Word (DOC) and plain text copies where possible.**

**5. I WILL NOT perform cross platform testing. I will assume that any HTML I post will be sufficiently readable to capture the substantive data. I assume that my Microsoft Word and Adobe Acrobat versions will remain readable.**