



Getting to Know Each Other

ARSIP, OUTREACH, dan PENGETAHUAN

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First Day of Class Activity

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Publikasi Kearsipan untuk Pengetahuan dan
Peradaban



Sejarah Kearsipan

Kita mengetahui sejarah kearsipan adalah dari "arsip" yang dikomunikasikan
Produksi dan reproduksi dokumen/arsip adalah pembuka pengetahuan

Definisi Arsip (1)

Sebagai rekaman/dokumen

Sebagai tempat simpan

Pusat Arsip

Depo Arsip

Sebagai Lembaga

Pemerintah

Swasta

Komunitas

Famili

Individu

Definisi Arsip (2)

Spesifik

Profesi

Peraturan Perundang-undangan

Official

General

Produk Budaya

Multisemesta Arsip (Archival Multiverse)

Manajemen Arsip

Records Management

Akuisisi

Pengolahan

Preservasi

Arsip

Archives Administration

Outreach

Penerbitan Naskah Sumber

Pameran

Publikasi (website, medsos, wiki, dll)

Pelayanan Kepada Publik
dalam Penyediaan
Sumber Pengetahuan

**Lini Masa Penting Sejarah
Kearsipan (Barat)
Abad IXX dan XX**

Tahun 1789

Revolusi Perancis

pendirian Arsip Nasional Perancis

1889

**Publikasi Manual Kearsipan Belanda
Karya Trio Belanda: Muller, Feith and Fruin**

Handleiding voor het ordenen en beschrijven van archieven

Buku Babon Kearsipan di Seluruh Dunia

1936

**Pendirian The Society of American Archivists
(SAA)**

1934

**Pendirian Arsip Nasional
Amerika Serikat**

1992

Publikasi Karya Sir Hilary Jenkinson dari Inggris

Manual for Archive Administration

1948

Pendirian ICA

1956

**Publikasi Karya
T.R. Schellenberg**

*Modern Archives:
Principles and Techniques*

1960-1980-an

Sejarah Sosial "Baru"

Gagasan "Strategi Dokumentasi"

1996

**Kelahiran Arsip Internet
oleh Brester Kahle**

1992-1994

**SAA menerbitkan
*Archival Fundamentals Series***

First Day of Class Activity

Definisi Arsip: dari Spesifik ke General



1

Sebagai bukti bisnis dan aset (ISO 15489-1:2016) --> Records/Arsip Dinamis

2

documentary by-product of human activity retained for their long-term value (ICA) --> Archives/Arsip Statis

3

encompassing oral and written records, literature, landscape, dance, art, the built environment and artefacts insofar as they provide traces of social, cultural and organizational activity that evidence and memorialize individual and collective lives ... and meet their identity, memory, evidence, information and accountability needs (McKemmish, 2005, 1).

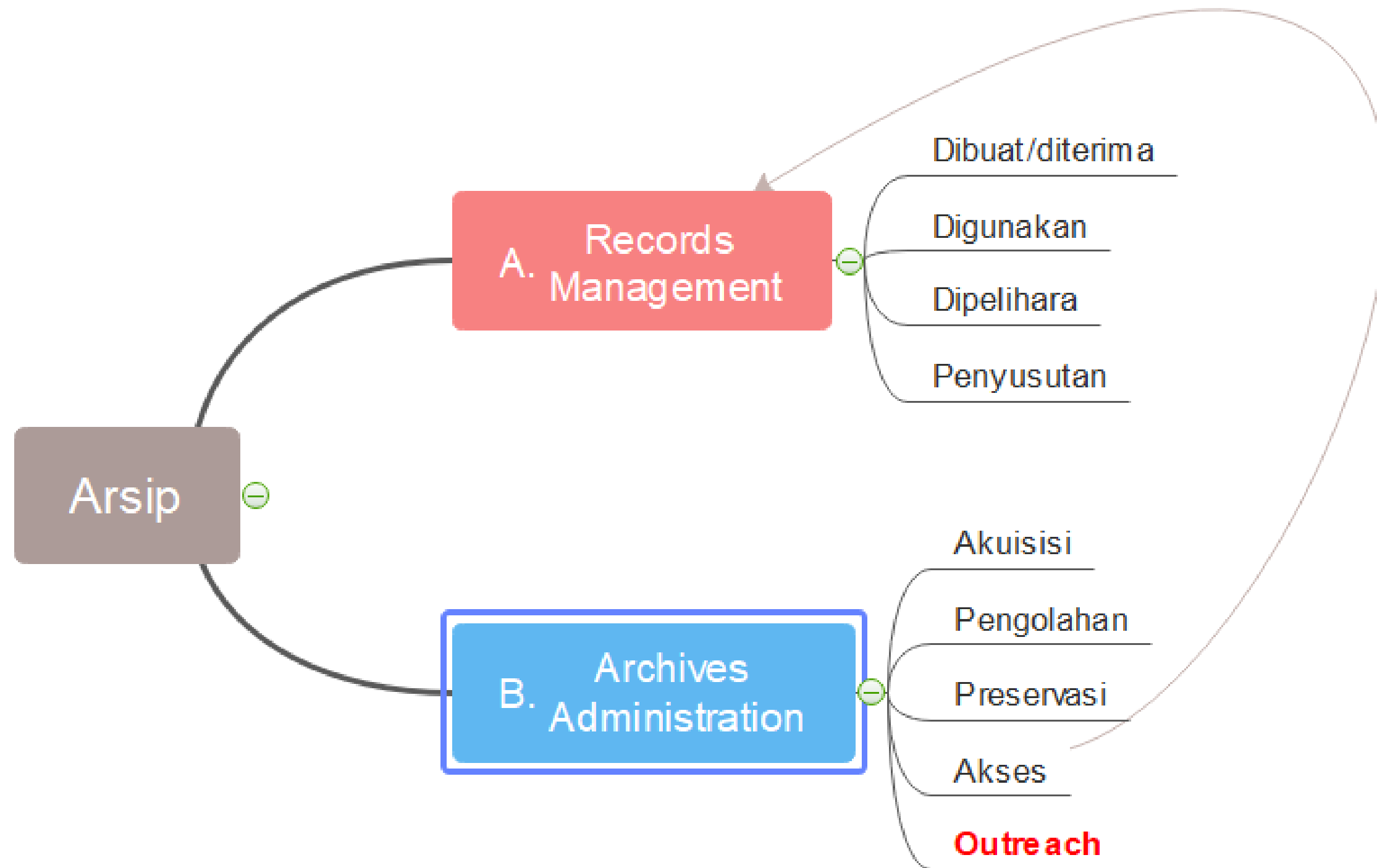


Arsip harus dikelola

Records Management

Archives
Administration

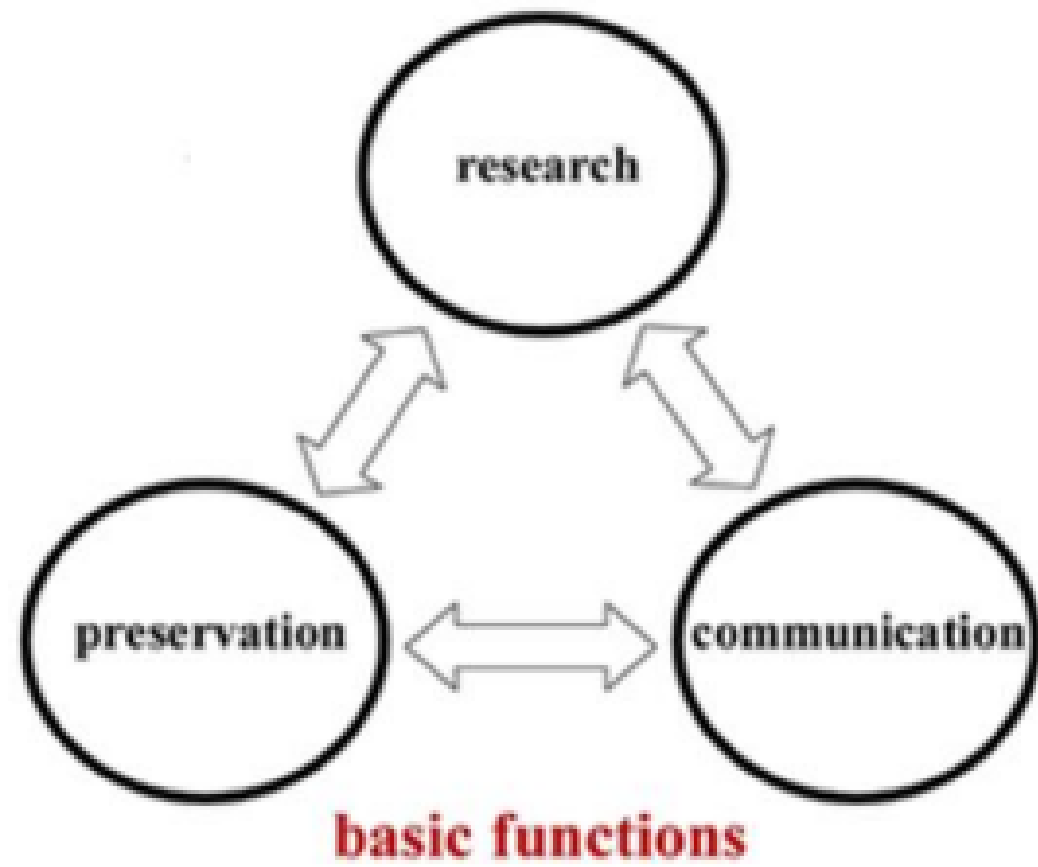




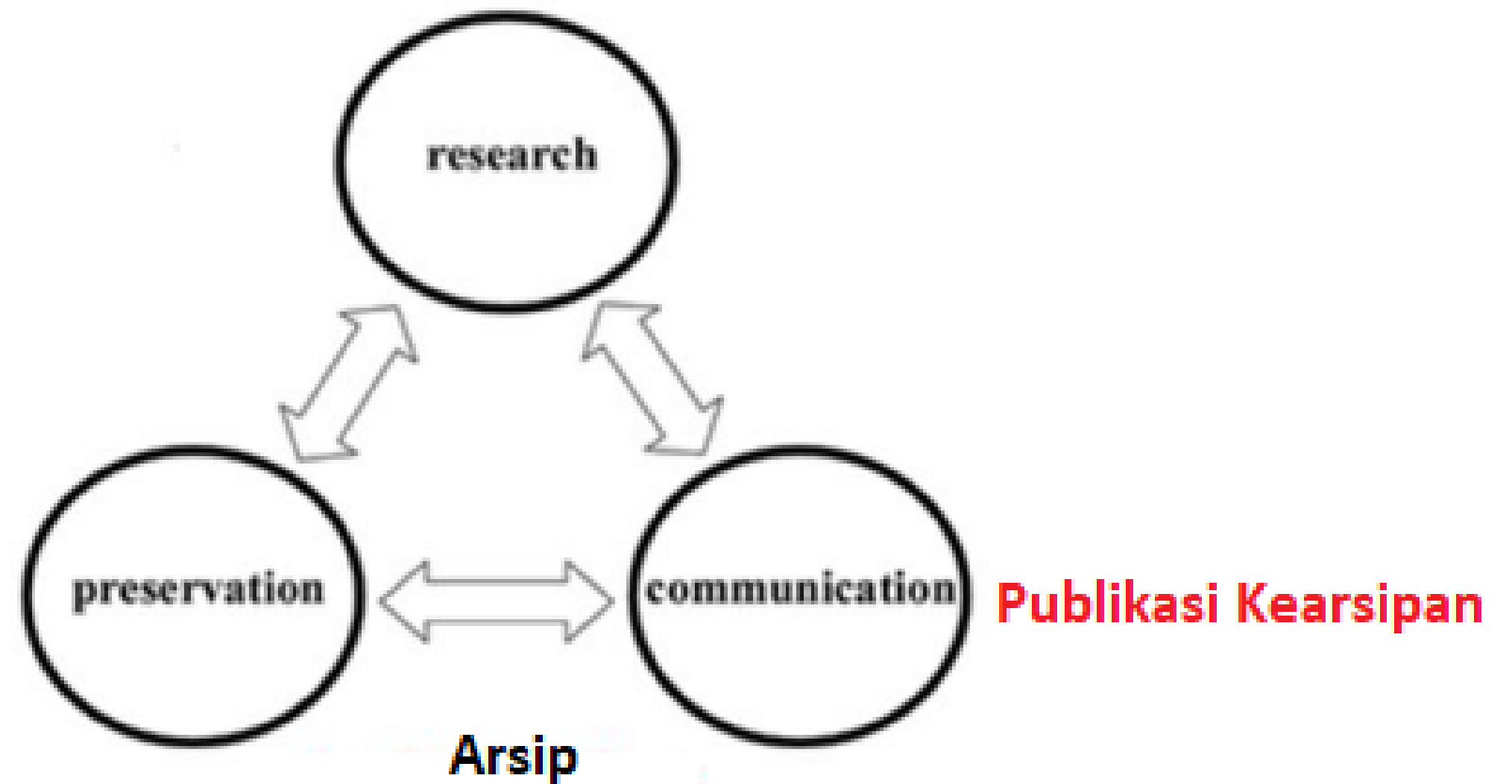


Outreach

- “Proses mengidentifikasi dan memberikan layanan kepada konstituen dengan kebutuhan yang relevan dengan misi repositori, terutama kelompok yang kurang terlayani, dan menyesuaikan layanan untuk memenuhi kebutuhan tersebut” (Perace-Moses, 2005)
- "Mengomunikasikan" / Publikasi arsip adalah salah satu bentuk Outreach

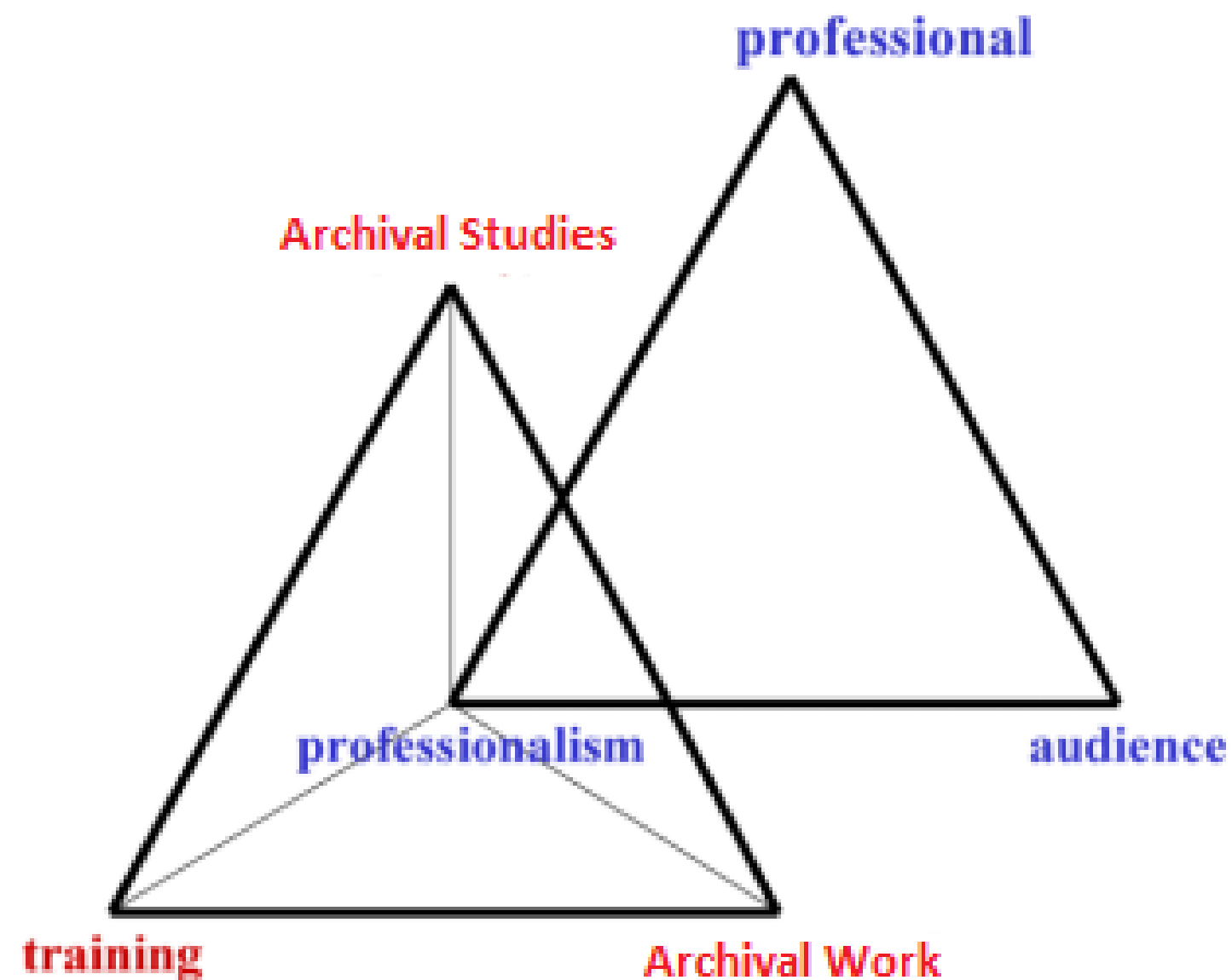


Segitiga Fungsi Dasar Museum (Van Mensch, 2003)





Relasi Arsiparis & Publik



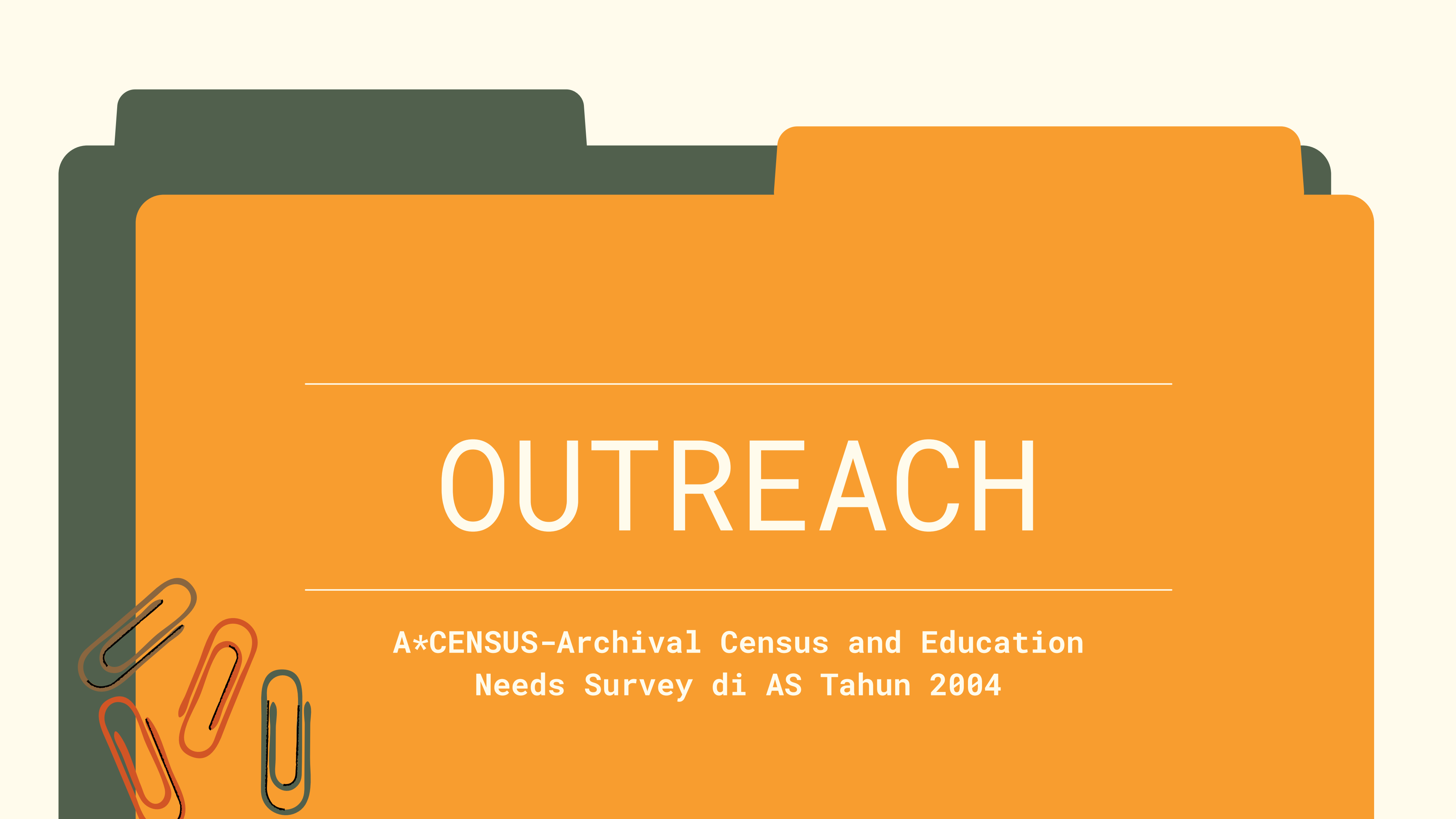
Hubungan Profesionalisme Arsip dan Masyarakat
(Diadaptasi dari Van Mensch, 2003)





Outreach, tidak terbatas pada

- genealogical workshops
- seminars on the management of personal archives
- on-site or travelling exhibits and displays
- print or digital publications such as guides, brochures and souvenir books
- newspaper or magazine articles
- screenings of archival films in a local auditorium
- local history tours
- open houses or 'visit the archives' events
- local television or radio advertisements or programmes
(Millar, 2017, p.256)



OUTREACH

A*CENSUS-Archival Census and Education
Needs Survey di AS Tahun 2004



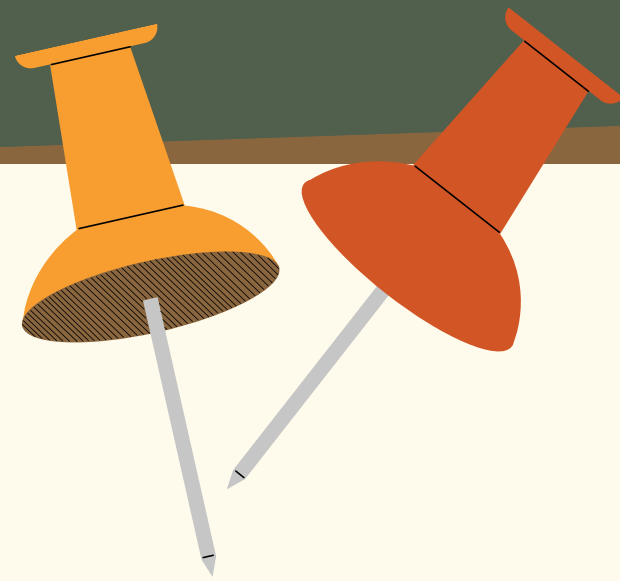
Table 3.5.1. Mean percentage of time spent on each function, by employer

	All respondents	Academic institution	Govt agency	Nonprofit org	For-profit org
n =	4,741	1,729	1,492	1,086	258
Reference services and access	19.9%	18.9%	22.7%	18.9%	16.9%
Activities not directly related to archives	18.3%	18.8%	15.2%	20.2%	23.1%
Arrangement and description	17.6%	17.7%	16.5%	20.1%	13.9%
Managing archival programs	10.0%	9.2%	12.2%	8.9%	9.3%
Selection, appraisal, acquisition	8.5%	9.5%	7.3%	9.2%	7.1%
Preservation and protection	8.3%	7.1%	8.3%	8.9%	8.9%
Outreach, advocacy, or promotion	6.5%	7.4%	6.3%	6.1%	4.7%
Other archives-related activities	5.3%	4.2%	6.7%	5.1%	5.6%
Professional development	4.0%	4.7%	3.5%	3.8%	3.1%
Consulting	2.4%	1.5%	2.5%	1.9%	3.4%
Teaching archives-related courses	1.2%	1.9%	0.9%	0.7%	0.2%
Seeking degree	0.9%	1.1%	0.6%	0.9%	1.3%

Table 3.8.1. Number of respondents citing specific issues as among the three most important, by type of employer

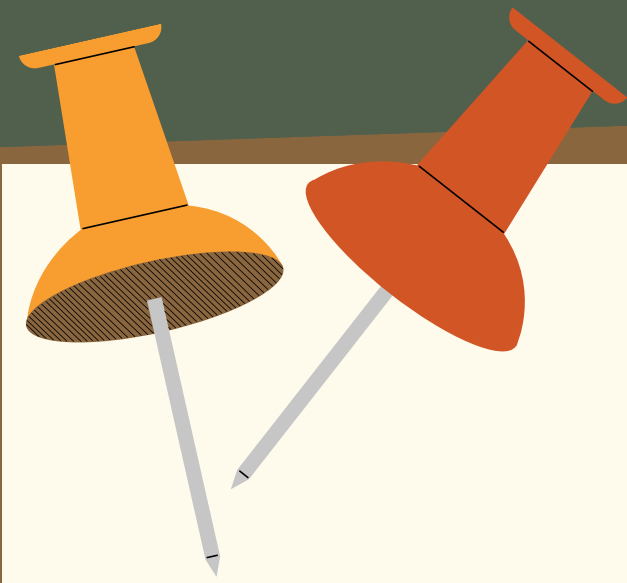
The shaded cells indicate those issues/topics that more than 20% of respondents in that category cited.

	All respondents	Academic institution	Government agency	Nonprofit org	For-profit org
	n = 3,195	n = 1,063	n = 871	n = 581	n = 137
[Archives and records functions]					
Access, arrangement & description	26.5%	29.0%	27.0%	23.4%	22.6%
Electronic access / EAD	12.1%	12.1%	14.6%	11.9%	6.6%
Metadata	1.6%	2.4%	0.9%	1.9%	1.5%
Appraisal	2.8%	2.9%	3.0%	3.3%	2.2%
Acquisition	2.6%	3.1%	2.5%	3.6%	1.5%
Facilities/space	2.6%	1.0%	3.1%	1.7%	0.7%
Records management	1.7%	0.9%	2.4%	2.4%	2.9%
[Professional issues]					
Certification	1.7%	1.7%	1.6%	2.6%	2.2%
Ethics	3.5%	3.2%	2.6%	5.2%	4.4%
Leadership	1.0%	1.0%	1.4%	0.7%	0.7%
Standards	7.7%	10.2%	6.2%	7.9%	6.6%
Collaboration	6.3%	6.6%	6.1%	6.4%	8.0%
Archivist of the US	1.2%	1.5%	1.4%	0.2%	2.2%
Staffing	1.2%	0.8%	1.8%	1.9%	2.9%
Diversity	3.1%	4.3%	3.0%	3.4%	1.5%
Recruitment	6.3%	6.5%	7.6%	5.5%	8.8%
Salaries, better pay	7.9%	8.7%	7.1%	9.1%	10.2%
Funding	22.8%	22.8%	23.5%	24.3%	11.7%
Advocacy	25.7%	28.0%	23.1%	26.2%	28.5%
Outreach	9.8%	9.3%	10.6%	7.7%	7.3%
Education/training	15.7%	17.3%	16.8%	14.3%	15.3%
Graduate	4.0%	5.0%	4.2%	4.0%	0.7%



PENUTUP

Arsiparis/Pengelola Arsip harus menjadi partisipan aktif dalam kegiatan outreach dan mengedepankan pendekatan partipatoris, baik berbagi secara online, terlibat dalam proses seni dan budaya yang berhubungan dengan arsip, menambahkan riwayat pribadi ke khazanah arsip, atau hanya membuat komentar tentang gambar online, outreach berupaya untuk memungkinkan orang terlibat dalam pengalaman yang bermakna dan berbagi pengetahuan, sehingga dapat membantu menghilangkan kesan stereotipe arsip yang selama ini dianggap bisu dan berdebu.



TERIMA KASIH