The list below is a non-exclusive sample of born-digital media formats which are generally accepted and can be retained by Northwestern University Libraries as part of archival collection material for a Distinctive Collections unit. Donations may include additional formats that are not listed here. The Curator of the Distinctive Collections unit receiving the collection and the Digital Archivist retain the right to deny donations of born-digital material if its content does not fall within the scope of the collection and/or its quality cannot be ingested and retained adequately.

**Accepted Media Formats**

**Cloud storage transfers**
Examples include, but are not limited to:
- Amazon Drive
- Box
- Dropbox
- G Suite/GoogleDrive
- iCloud
- MEGA
- OneDrive

**Computers**
All generations and brands
- Desktop
- Laptop
- Personal Digital Assistants (PDAs)
- Smartphone
- Tablet

**Digital Audio Tape (DAT)**

**Digital Cameras**
See, Memory Card

**Digital Compact Cassette (DCC)**

**Digital Video Tape (DV)**
Examples include, but are not limited to:
- DVC PRO
- DVCAM
- MiniDV
Email transfers
We can provide instructions for exporting your mail
Examples include, but are not limited to:
- AOL
- Gmail
- Outlook
- Yahoo

External Hard Drives
Including, but not limited to:
- Jaz drives
- PC Cards

Floppy Disks
Examples include, but are not limited to:
- 3 ½ floppy disks
- 5 ¼ floppy disks
- Zip disks

Hard Disk Drives (HDD)
aka: Hard drives
Found in desktop and laptop computers

Memory Card
Examples include, but are not limited to:
- Compact Flash
- Memory Stick
- MicroSD
- MultiMediaCard (MMC)
- Secure Digital (SD)
- Smart Media/xD

Optical Discs
Examples include, but are not limited to:
- Blu-ray
- Compact discs (CDs) – all formats
- Digital video discs (DVDs) – all formats
- LaserDiscs
- M-DISC
- MiniDiscs
- Photo CDs
- Zip CDs

Personal Digital Assistants (PDA)
Examples include, but are not limited to:
- Apple Newton
- Blackberry PDAs
- Microsoft Pocket PCs
- PalmPiliot
Portable Media Players (PMP)
aka: Digital Audio Player (DAP)
Examples include, but are not limited to:
  • Apple iPod
  • Creative Zen
  • SanDisk Sansa

SIM cards
Found in mobile phones

Smartphones
All generations and brands

Solid-state Drives (SSD)
Found in desktop and laptop computers, smartphones, tablets

USB Flash Drives
aka: thumb drives, pen drives, flash sticks, jump drives, memory sticks, USB memory, etc.
  • USB 2.0 connectivity
  • USB 3.0 connectivity

Websites
Including publicly-accessible social media accounts