



INTISARI

PRESERVASI PREVENTIF DI MUSEUM TAMAN TINO SIDIN: DIGITISASI ARSIP SKETSA GAMBAR

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Tugas akhir ini menjelaskan mengenai pengelolaan arsip, jenis koleksi, volume koleksi, dan kondisi koleksi di Museum Taman Tino Sidin. Selain itu menjelaskan mengenai kegiatan preservasi preventif terhadap koleksi di Museum Taman Tino Sidin serta proses digitisasi sketsa di Museum Taman Tino Sidin. Proses akses dan publikasi juga dijelaskan setelah tahapan digitisasi dilakukan. Beberapa kendala yang dihadapi dalam proses digitisasi sketsa juga dipaparkan dalam tugas akhir.

Terdapat tiga metode pengumpulan data yang digunakan dalam penyusunan tugas akhir ini yaitu studi pustaka, observasi, dan wawancara. Studi pustaka dilakukan dengan menggunakan literatur berupa buku, *e-book*, maupun jurnal yang berkaitan dengan preservasi dan proses digitisasi sketsa. Selanjutnya observasi, penulis menggunakan metode observasi dengan ikut secara langsung dalam setiap kegiatan di Museum Taman Tino Sidin. Metode terakhir yaitu penulis melakukan wawancara untuk melengkapi dan menambah data berdasarkan informasi yang disampaikan secara langsung.

Kesimpulan dari tugas akhir ini membuktikan bahwa Museum Taman Tino Sidin telah melaksanakan kegiatan preservasi preventif. Kegiatan preservasi membantu memelihara kondisi fisik arsip yang rentan terhadap kerusakan. Proses digitisasi dapat memberikan kemudahan akses dan publikasi secara cepat dan mudah, sehingga memungkinkan masyarakat melihat arsip terutama sketsa tanpa menyentuh fisik secara langsung.

Kata kunci: Preservasi, Arsip Sketsa, Museum Taman Tino Sidin

ABSTRACT
**PREVENTIVE PRESERVATION AT TAMAN TINO SIDIN MUSEUM:
DIGITIZING ARCHIVES OF PICTURES**

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This research describes the management of archives, types of collections, and condition of collections at the Taman Tino Sidin Museum. In addition, it explains the preventive preservation activities of the collections at the Taman Tino Sidin Museum and the stages of digitizing the sketches at the Taman Tino Sidin Museum. The access and publication process is also explained after the digitization stage is carried out. Some of the obstacles faced in the process of digitizing the sketch are also described in the final research.

There are three data collection methods used in the preparation of this research, namely literature study, observation, and interviews. The literature study was carried out using literature in the form of books, e-books, and journals related to the preservation and digitization process of sketches. Further observation, the author uses the observation method by participating directly in every activity at the Taman Tino Sidin Museum. The last method is the author conducts interviews to complete and add data based on the information submitted directly.

The conclusion of this research proves that the Taman Tino Sidin Museum has carried out preventive preservation activities. Preservation activities help maintain the physical condition of archives that are vulnerable to damage. The digitization process can provide quick and easy access and publication, allowing the public to view archives, especially sketches without touching the physical directly.

Keywords: Preservation, Archive of Sketches, Taman Tino Sidin Museum