Usability & Assessment and Sociocultural Working Groups Meeting, May 1 - 3, 2012
University of Tennessee, Knoxville. *Howard Baker Jr.* Center for Public Policy.
**Logon info for Wifi in Notes section on last page.*

Tuesday May 1st

8:30-9:00 Toyota Auditorium	Breakfast (provided) and technology set up. (Miriam Davis and Mary Beth West, Amber Budden.)
9:00-10:30 Toyota Auditorium	Block One 1) Welcome (Carol Tenopir), purpose and structure of meeting, and brief introduction to priority tasks (Mike Frame) 2) Introductions (Suzie Allard, Kimberly Douglass) 3) Update on DataONE since All Hands Meeting: roll outs, EAB, other DataONE WGs (Amber Budden), Personas (Kevin Crowston), and Member Nodes subgroup (Kimberly Douglass) 4) Demonstrations and discussion of latest CE products (Amber Budden, Viv Hutchison via web) a. New DataONEorg public website b. Data Management Planning tools c. Tutorials d. Documentation
10:30-11:00	Break (refreshments provided in Toyota Auditorium)
11:00-12:30 Toyota Auditorium	Block Two (John Cobb, Bruce Wilson) 1) Update on development and CCIT work 2) Demonstration of DataONE Cyberinfrastructure 3) Discussion of Cyberinfrastructure 4) Groups organize and discuss dinner plans (Suzie Allard)
12:30-1:30 Toyota Auditorium	Lunch (provided)
1:30-3:00	Block Three 1) Briefings for subgroup topics: status to date and deliverables from this meeting a. FAQs, Other Documentation and Environmental Scan of Institutional Policies (Suzie Allard) b. Assessments group (Carol Tenopir, Ben Birch, Ellie Read)

	1. Baselines completion 2. Follow up assessments of existing stakeholders 3. New stakeholders (eg. Students, policy makers (informed by the group working on policy makers)) a) Personas (Kevin Crowston) b) Policy makers: white paper, strategy for assessment and personas (Kimberly Douglass, Theresa Pardo) 2. Usability Testing (Mike Frame, Anthony Ahn, Mary Beth West) a) 4. Develop a Usabilty analysis strategy for public website and DataONE system 5. Design usability tests for both systems/websites 6. Conduct pilot usability tests with joint meeting participants via UT equipment b. Metrics and statistics (Allison Specht) 1. Member Nodes 2. User Statistics g. Effective Communication Across DataONE (Amber Budden and CI Representative and interested working participants) 2) Select subgroups to work on tasks/deliverables
3:00-3:30	Break (refreshments provided in Toyota Auditorium)
3:30-5:00 Toyota Auditorium, Reading Room, Room 203	Block Four 1) Subgroups work on tasks/deliverables and decide what to report to full group tomorrow
5:00-5:30	Reassemble for any questions and logistics (rides, etc.)

Wednesday May 2nd

8:30-9:00 Toyota Auditorium	Breakfast (provided)
9:00-10:30 Toyota Auditorium, Reading Room, Room 203	Block Five 1) Work with subgroups
10:30-11:00	Break (refreshments provided in Toyota Auditorium)
11:00-12:30 Toyota Auditorium then move back to break out rooms	Block Six (Suzie Allard) 1) Five minute initial progress reports from subgroups & subgroup needs 2) Discuss dinner plans 3) Subgroups continue their work 4) Subgroups begin new tasks as needed
12:30-1:30 Toyota Auditorium	Lunch (provided)
1:30-3:00 Toyota Auditorium, Reading Room, Room 203	Block Seven 1) Subgroups continue their work and deliverables 2) Post draft deliverables to DataONE docs site/plone 3) Subgroups decide how they will report to full DataONE
3:00-3:30	Break (refreshments provided in Toyota Auditorium)
3:30-5:00 Toyota Auditorium, Reading Room, Room 203	Block Eight 1) Subgroups continue their work and deliverables
5:00-5:30	Debrief

Thursday May 3rd

8:30-9:00 Toyota Auditorium	Breakfast (provided)
9:00-10:30 Toyota Auditorium, Reading Room, Room 203	Block Nine 1) Subgroups finish up work and prepare for presentation
10:30-11:00	Break (refreshments provided in Toyota Auditorium)
11:00-12:30 Toyota Auditorium, Reading Room, Room 203	Block Ten (Kimberly Douglass) 1) All projects and deliverables presented 2) Recommendations for DataONE adoption 3) Next steps and planning for future meetings
12:30-1:30 Toyota Auditorium	Boxed Lunch (provided). Introduce drivers for field trip. (Miriam Davis)
1:30 – 5:00	Field trip of Oak Ridge National Laboratory projects being conducted at University of Tennessee Arboretum. Depart from Baker Center parking lot at 1:30pm. Drivers: Miriam Davis, Ben Birch, Caroline Mann, Jerry Lundeen.

Notes

University of Tennessee Wifi Logon, Monday May 30 – Friday May 4, Connect to UT Visitor network. Choose the enter username and password option on the page you are directed to when you open your broswer.
The username is DataONE2012
The password is: DataONE2012

For breakout work:
Projection and white board in Room 203. Toyota Auditorium has projection. Flip charts in all three rooms, plus a box of supplies such as markers, sticky notes, tape, etc.

Water pitchers and ice in kitchen. Help yourself.

Catering only provided in Toyota Auditorium, if you take any service items with you into any of the break out rooms, please dispose of them.

Optional dinners within walking distance of the hotel will be organized each evening. Options include:

- Cafe4 (Market Square) cafe4ms.com
- LaCosta (Market Square) lacostaonmarketsquare.com
- Chaiyos (Thai) (James Agee and Clinch Avenue) http://www.chaiyosrestaurant.com/
- Laurel Mountain Eatery, Gay Street http://www.laurelmountaineatery.com/index.html