Usability and Assessment Working Group Meeting Agenda

UAWG

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Usability & Assessment Working Group Meeting, May 3rd–5th, 2016 Scripps Convergence Lab, 4th Floor Communications Building, University of Tennessee, Knoxville

Lodging: Four Points by Sheraton-1109 White Ave. Knoxville TN, 37916 Ph: 865-971-4663

Remote Participation Connections: gotomeeting or webex

Tuesday:

Wednesday:

Thursday:

Tuesday May 3

8:00-9:00  Breakfast/coffee (on own, coffee will arrive on break)

9:00-10:20  Block One
1) Welcome, Introductions (Suzie, Mike, Carol)

2) Overview since AHM and RSV (Rebecca)

3) Overview of Member Nodes (Laura)

10:20-10:45  Break (refreshments provided)

10:45-12:00  Block Two
1) RSV U&A Summary Mike, Suzie
2) Task identification for this meeting (Mike, Suzie, Carol)
   a) UX testing, DUG questions/preparations
   b) Finalizing design on new and emerging communities
   c) Finalize 2nd Scientists Follow-Up survey instrument
   d) Complete LIBER/European Libraries article draft

12:00-1:00  Lunch (provided)

1:00-3:00  Block Three-Working in subgroups
Select subgroups to work on tasks/deliverables

1. Scripps theatre (2 groups)  All day T – TH  projector, screen, whiteboard, flip charts
2. Scripps conference room  All day T – Th  monitor, video conferencing, whiteboard, flip charts
3. Scripps focus group room  All day T – Th  monitor, video conferencing, whiteboard, flip charts
4. SIS Conference room (back of suite 451, 4th floor)  All day T, W 8 – 1, All day TH  Projector, screen, flip charts

3:00-3:30  Break (refreshments provided)
3:30-4:30  Block Four: Subgroups work on tasks/deliverables
4:30-4:45  Reassemble for any questions and logistics. Begin cleaning Move easels etc. into meeting room from theater so theater is clear for another event (put in CICS)
5:00  Out by 5
6:30  Dinner reservation at Tupelo Honey, Market Square

**Wednesday May 4**

8:00-9:00  Breakfast/coffee (on own, coffee will arrive on break)
9:00-10:00  Block Five: Work with subgroups.
10:00-10:30  Break (refreshments provided)
10:30-12:00  Block Six
1) Five minute initial progress reports from subgroups & subgroup needs
2) Subgroups continue their work
3) Subgroups begin new tasks as needed
12:00-1:00  Lunch (provided)
1:30-3:00  Block Seven
a. Continue work in subgroups

3:00-3:30 Break (refreshments provided)

3:30-4:30 Block Eight
Subgroup prepare for tomorrow’s report out

4:30-5:00 Debrief. Logistics.

6:30 Dinner at Blue Coast

**Thursday May 5**

8:00-9:00 Breakfast (on own)

9:00-11:30 Block Nine
1) Subgroup report out and feedback
2) Plans for AHM
3) Plans for DUG

11:30-12:00 Refreshments/Departure/wrap up (box lunch for travelling provided)

12:00 Clean up