Year 3 Kickoff Meeting: UT

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Recommended Citation
https://trace.tennessee.edu/utk_dataone/188
Roles and Responsibilities

- Ben Birch, GRA – assessment surveys
  o Will work with Becca Anderson.
- Anthony Ahn, GRA – usability assessments and experience lab.
  o Will work with Becca Anderson.
- Miriam Davis, PostDoc
  o User Experience Lab/Usability Assessments
    ▪ Make sure that all the pieces are moving and working
    ▪ Get e-mails from internet that people want to schedule something
    ▪ Notify Becca and Anthony that a study is starting and make sure it’s covered
    ▪ Oversee but don’t get in the weeds
  o Administration and Logistics
    ▪ major task will be keeping track of and updating at weekly meetings on all tasks.
  o Communication
    ▪ Help WG’s with communication.
- Mary Beth West
  o Eye tracker training and set up.
  o User experience lab.

Summary and Action Items By Person

Miriam
  - August
    o Finish IBIS reports
    o Get debriefed by Liz
      ▪ Look at Exp Lab website together and revise contact information and calendaring as needed
      ▪ Discuss communication style with WGs
        • Maybe one status update between meetings, keep your calendar open, etc. what the tasks are
    o Get debriefed by Lei
    o Meet with Robert
    o Meet Mary Beth West and get refamiliarized with lab
    o Review everything on the public website
    o Review all docs from Liz
    o Quarterly report
      ▪ All UT staff involved in D1 – Robert, look at past versions.
      ▪ Everything that UT has done
      ▪ Working Groups each one page
  - September
    o Postdoc mentoring plan
  - For October
    o Help prep ASIST and D1 All Hands presentations

Anthony
  - Write NPN Assessment IRB once we know more about what they want.
DataONE Organization

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July 28, 2011

- TN Library Association User Experience Study (Wendy Cornielson contact)
  - IRB is done
  - Do at beginning of the term with students in Comm 210
  - Becca and Anthony would run the tests and write the draft report

**Ben**
- Stay up to date with baseline assessment launches and responses
- Provide weekly updates by e-mail and at in person meetings

**Carol**
- Follow up with academic library association to announce and distribute baseline assessment.
- Send finished Phase 2 Usability Assessment after receiving Mike F’s comments.

### Summary and Action Items By Topic

#### Usability Assessments
- Phase 1 D1 Public Website report (undergrad. Sample) – completed May 2011, on D1 Plone site (members only)
- Phase 2 D1 Public Website report (faculty and grad student sample) – finished and waiting for Mike Frame’s edits. Carol will send finished report.
- Next steps:
  - public release of D1 nodes and members site
    - may do this at Oct. All Hands meeting
  - NPN assessment in fall, needs IRB written

#### Baseline Surveys
- Academic libraries and librarians surveys are up and running
  - Carol to follow up on invitations
  - Ben to stay up to date on responses and preliminary analysis
  - Others involved include: Arsev, Todd Suomela, summer interns, Bonnie Carroll, Lisa Zolly, Bob Sandusky, Viv Hutchison
- Federal libraries and librarians is up and running
  - Others involved include: Arsev, Todd Suomela, summer interns, Bonnie Carroll, Lisa Zolly, Bob Sandusky, Viv Hutchison
  - Distribution: Viv Hutchison, Lisa Zolly, Bonnie Carroll
  - Analysis: Ben Birch
  - Preliminary results: Ben Birch, Miriam, Carol for Oct. all hands meeting
- Data managers survey is drafted, uploaded to server, and been piloted
  - Distribution: Viv Hutchison

#### Meetings
- ASIST October 9 – 12 – will need presentations on surveys
- D1 All Hands October 17 – 21 – will need presentation on surveys

### Background and Summary
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- Bill Michener lead PI, UNM Albuquerque
- Rebecca Koskela Executive Director
- Dave Vieglas – Director of Development and Operations
- Amber Budden – Director of Community Engagement and Outreach
- 12 members Leadership Team (Bruce Wilson, Carol, Suzie, Mike Frame, Bill Michener, Rebecca K, Dave Vieglas, Amber Budden)
- Working Groups of volunteers
  o Socio-cultural working groups – Suzie and Kimberly are the leads, also Mary Beth Manoff
    ▪ Interface between people and technology
    ▪ Improving data sharing, preservation, best practices, personas
  o Usability and Assessment - Mike Frame and Carol are the leads, Ellie Read, Lisa Zolly
- DIUG – DataONE Users Group – 50 members

Usability Assessments
- Phase 1 D1 public site – done
- Phase 2 D1 public site – done and in write up
- Planning for assessment of member/coordination nodes site

Baseline surveys
  1. Scientists – done
  2. Academic libraries
  3. Academic librarians
  4. Federal libraries
  5. Federal librarians
  6. Data managers

Version 1 release of data sharing/archiving infrastructure – CICT Team (Rober at UT)
- Look for the video on the internal site that shows the relationships
- 6 member nodes –
  o Exist before DataONE
  o Have datasets
- 3 Coordinating nodes – fewer
  o UT, UNM, UCSB
  o Collect metadata from member nodes, coordinate interactions from member nodes,
  o Draw in metadata from the member nodes and centralize the metadata so you can search across all the member nodes
  o Preserving the member nodes data
  o Coordinate between member nodes, backing up information
  o Maintain compatibility between member nodes
- Tools
  o Help integrate scientific work flows, different types of searches, data creation tools, preservation tools

Reference Items
Ppt presentations – NSF, UC
- DataONEassessement2.20.2011
- UC Librarians Webinar
May 2011 meeting UT Knoxville

- Summary report – final is called DataONE_Spring_2011_Meeting_of_UA and Sociocultural_Working_Groups_Summary_Report
  - Includes notes from subgroups – Assessments, toolkit/tools, personas, policies and best practices. We had a fifth item that we didn’t have time to cover – development of a feedback mechanism
- Catering – we used Jason’s Deli and this worked very well.
  - Keep up with dinner attendees
  - Contact is Melissa Coverdale - Darlene Coverdale mcoverda@unm.edu
  - Sheraton proposal – Darlene (Melissa) Coverdale has final hotel contract
  - Several versions of the schedule/agenda. Final version is called DataONE Working Groups Meeting Final Agenda.
  - WG May Meeting matrix.doc has a lot of wg member info.
  - Important to keep up with dinner attendees

Lab
  - Lab manuals
    - Lab Exit Interview Questions.doc
    - Lab Guide Researchers
    - Lab Guidelines for Student Employees
    - Lab Information
  - Lab photos – The folder lab photos for Mary Beth has some of the best ones.
  - Eye tracker – www.asleyetracking.com
    - Gaze Tracker - Eyetellect.com
    - registered under Liz – need to get Mary Beth or Liz to change this

Quarterly Reports
- DataONEUT-ORNL Y2Q2report
- DataONEUT-ORNL Y2Q3report_draftLW

URL’s
- UT-ORNL User Experience Lab: http://cci.utk.edu/user_exp_lab
- CCI ORNL User Experience Lab Reservation Request form: http://cci.utk.edu/cics/reservation-request
- UT-ORNL User Experience Lab Calendar: http://cci.utk.edu/cics/calendar
- DataONE Member Area: https://docs.dataone.org/acl_users/credentials_cookie_auth/require_login?came_from=https%3A//docs.dataone.org/member-area
  - Working groups: https://docs.dataone.org/member-area/working-groups (There are many documents under Usability and Assessment.)
    - Scientist baseline assessment data: https://docs.dataone.org/member-area/working-groups/usability-and-assessment/scientist-baseline-assessment-dataset
  - Reporting templates: https://docs.dataone.org/member-area/working-groups/working-group-reporting-templates