JISC

WORKPACKAGES	Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
		Apr 09	May 09	Jun 09	Jul 09	Aug 09	Sep 09	Oct 09	Nov 09	Dec 09	Jan 10	Feb 10	Mar 10	Apr 10	May 10	Jun 10	Jul 10	Aug 10	Sep 10
1: Project management		▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓
2: Evaluation methodology development		▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓
3: Subject metadata evaluation		▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓					
4: Implementing best tool(s)										▓	▓	▓	▓	▓	▓	▓	▓		
5: End-user study							▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	
6: Dissemination			▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓	▓

Project start date: 1 April 2009

Project completion date: 30 September 2010

Duration: 18 months

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
WORKPACKAGE 1: Project management _Objective:_ Given the number of partners involved, strong management needs to be in place					**KG**
1. Putting together a project plan	1 Apr 2009	1 May 2009	**D1.1 Formal project plan**	Project plan submitted to JISC	DH, DT, GB, **KG**
2. Putting together a consortium agreement	1 Apr 2009	1 Jul 2009	**D1.2 Consortium agreement**	Consortium agreement signed	DH, DT, GB, **KG**
3. Holding an initial start-up meeting	1 Apr 2009	15 Jun 2009	Important issues discussed and agreed on		**All**
4. Putting up and maintaining a project Website	1 Apr 2009	30 Sep 2010	**D1.3 Project Website**	Project Website available to public	**KG**
5. Holding a mid-term meeting	1 Dec 2009	1 Mar 2010	Important issues discussed and agreed on		**All**
6. Putting togather the first progress report	20 Aug 2009	30 Sep 2009	**D1.4 Progress report 1**	Progress report submitted to JISC	DH, DT, GB, **KG**
7. Putting togather the second progress report	20 Feb 2010	31 Mar 2010	**D1.5 Progress report 2**	Progress report submitted to JISC	DH, DT, GB, **KG**
8. Holding a closure meeting	1 Aug 2010	15 Sep 2010	Important issues discussed and agreed on		**All**
9. Putting together a final report	15 Aug 2010	30 Sep 2010	**D1.6 Final report**	Final report submitted to JISC	DH, DT, GB, **KG**
10. Putting together a completion report	15 Aug 2010	30 Sep 2010	**D1.7 Completion report**	Completion report submitted to	DH, DT, GB, **KG**

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	JISC Milestone	Responsibility
WORKPACKAGE 2: Evaluation methodology development <u>Objective</u>: Review related literature and develop evaluation framework					**KG**
11. Reivew evaluation literature	1 Apr 2009	1 Oct 2009	Rough draft of the proposed methodology.		DS, **KG**
12. Revise evaluation methodology draft with feedback from project participants	1 Oct 2009	1 Dec 2009	**D2.1 Evaluation methodology framework**	Evaluation methodology submitted to JISC	
13. Revise evaluation methodology with feedback from evalutions in the project	1 Jul 2010	30 Sep 2010	**D2.2 Updated evaluation methodology framework**	Final evaluation methodology submitted to JISC	DH, DS, DT, EE, **KG**, MLN, VB

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
WORKPACKAGE 3: Subject metadata evaluation Objective: Conduct evaluation of the software					**DT**
14. Select and extract datasets (Intute)	1 May 2009	1 Jul 2009	Datasets ready		**DH**
15. Find cataloguers (Intute)	1 May 2009	1 Aug 2009	Cataloguers ready		**DH**
16. Form a focus group of end-users (Intute)	1 May 2009	1 Sep 2009	End-users focus group ready		**DH**
17. Evaluation plan	1 May 2009	1 Sep 2009	Evaluation plan in place		DS, **DT**, KG
18. 'Gold standard' production plan	1 May 2009	1 Sep 2009	'Gold standard' production plan in place		DS, DT, **KG**
19. 'Gold standard' production	1 Sep 2009	1 Dec 2009	**D3.1 'Gold standard' data**	'Gold standard' data ready for use	DS, DT, **KG**
20. Select the tools	1 Jul 2009	1 Nov 2009	Tools selected		DS, **DT**, EE, KG
21. Implement and train the tools	1 Nov 2009	1 Feb 2010	Tools ready for testing		DT, **EE**
22. Buy controlled vocabularies	1 Sep 2009	1 Oct 2009	Controlled vocabularies obtained		DT, EE, **KG**
23. Prepare controlled vocabularies	1 Nov 2009	1 Feb 2010	Controlled vocabularies prepared		DT, **EE**
24. Evaluate the tools	1 Jan 2010	28 Feb 2010	Tools evaluated		DT, **EE**
25. Putting together the evaluation report	1 Jan 2010	30 Mar 2010	**D3.2 Evaluation report of chosen tools**	Evaluation report submitted to JISC	DS, **DT**, EE, KG

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
WORKPACKAGE 4: Implementing tool(s) as part of a workflow **Objective**: Conduct evaluation of best tool(s) as part of the Intute workflow.					**GB**
26. Find cataloguers (Intute)	1 Dec 2010	1 Jan 2010	Cataloguers ready		**DH**
27. Learn about the Intute workflow	1 Jan 2010	1 Feb 2010	Knowledge needed to implement the demonstrator obtained		DH, **GB**
28. Develop and implement the demonstrator in the Intute workflow	1 Feb 2010	15 Apr 2010	**D4.1 Demonstrator**	Demonstrator ready for evaluation	**GB**
29. Evaluate the tool(s) in the workflow	15 Apr 2010	30 Jun 2010	**D4.2 Workflow evaluation analysis report**	Evaluation report submitted to JISC	**GB**

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
WORKPACKAGE 5: End-user retrieval study Objective: Determine the value of automated subject metadata for end users in retrieval					**KG**
30. Plan the end-user study	1 Aug 2009	15 Nov 2009	End-user retrieval study plan		DS, DT, EE, **KG**, MLN
31. Collect end-users	15 Jan 2010	15 Feb 2010	End-users ready		DH, **KG**
32. Develop during- and post-study questionnaires	15 Nov 2010	15 Dec 2010	Questionnaires		DS, DT, EE, **KG**, MLN
33. Develop a user interface and system for recording end-user decisions	15 Dec 2010	1 Apr 2010	**D5.1 End-user retrieval study system**	End-user retrieval study system ready	DS, DT, **EE**, KG, MLN
34. Pilot test evaluation methodology and system	1 Apr 2010	1 May 2010	Finalized evaluation methodology and retrieval study system		DS, DT, EE, **KG**, MLN
35. Conduct the user study	1 May 2010	15 Jun 2010			**KG**
36. Analyze results	15 Jun 2010	1 Aug 2010	**D5.2 End-user retrieval study report**	Evaluation analysis report submitted to JISC	DS, DT, **KG**, MLN

WORKPACKAGE 6: Dissemination Objective: Disseminate ideas, results, recommendations to JISC and at relevant national and international events					KG
37. Make relevant documents available at project Website	1 May 2009	30 Sep 2010	Dissemination at project Website		KG
38. Presentations at relevant conferences / Submit to a journal	1 May 2009	30 Sep 2010	Formal publication(s)		DS, DT, EE, GB, KG, MLN
39. Participation in JISC programme events	1 May 2009	30 Sep 2010			All

Members of Project Team:

DH = Debra Hiom
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