

BIC Physical Supply Chain Map Workshop

CILIP Building, 7 Ridgmount Street, London WC1E 7AE

Wednesday 18th July 2018, 2-5pm

AGENDA

- 1:30 Welcome and Tea & Coffee
- 2:00 Introductions: Delegate Name, Organisation Name, Organisation Location,
Main activity of organisation (SE)
- 2:10 Project Brief – Purpose of this Workshop and BIC Physical Supply Chain Map (SE/KU)
- 2:20 Exercise One – Split into syndicates and explore the following questions:
- Identify the names and types of organisation in your syndicate
 - Identify your main trading partners (organisation types with named examples)
 - Identify the main flows between organisations/entities (e.g. work, contracts, rights?, print instructions, books, galleys, proofs, marketing materials, rep instructions? metadata, orders/invoices, sales reporting, stock reporting, other flows, money, returns, credits, statements etc.)
 - Decide if these entities and flows should be in or out of scope.
- 2:40 Discussion and charting of syndicate findings (ALL)
- 3:10 Tea & Coffee break
- 3:25 Discussion of next steps and presentation methodology (in one session):
- How can we capture all the detail we need to make the supply chain map useful? Who do we need to talk to? Are there other sectors which need to be researched?
 - How could this information be stored usefully so it could be viewed, drilled down into detail, observe dimensions such as metadata flows, EDI flows, book flows, etc. as layers under the one map?
- 3:55 Syndicate Exercise Two (with different syndicates – validate the work done so far):
- Identify any entities/flows missed by previous session
 - Discuss standards already in place if any
 - Document top level issues
- 4:20 Discuss syndicate findings
- 4:45 Draw up a timeline for the work done so far so that we can identify a sequence
to the flows (ALL)
- 4:55 Conclusion (SE/KU)
- 5:00 Close