

BIC Metadata Map Project

Monthly update to the BIC Executive and Operational Boards

July 2018

Peter Mathews, Project Consultant.

Summary of Current Position:

The Project remains on track to deliver all phase 1 aspects of the project brief by December of this year, with approx. 35% of this phase completed to date.

Having completed the initial draft, we are now in the process of reviewing the questionnaire, with interviews and trial completion of the questions by members of the Steering Group. Each review meeting has been face-to-face wherever practical. Interviews are almost concluded, with 8 interviews now completed, but a little behind plan due to re-scheduling – the last is now due on 12th July. Aggregation of the review feedback therefore continues with a new draft of the Questionnaire to be produced prior to the next Steering Group meeting on 24th July.

In addition, research into possible presentation options continues

Initial deliverables achieved to date:

- Presentation and launch at the 'Building a Better Business' seminar at LBF, April.
- Terms of Reference for participating contributors to the Map are now published
- Benefits Statement for participating contributors are now published
- Dedicated Metadata Map page on the BIC website established
- Draft Questionnaire circulated to SG
- 8 Initial interviews undertaken with SG members to review and refine the Questionnaire

Next Steps:

- Complete individual meetings with each SG member (and Waterstones, who volunteered to provide a retailer point of view, although not on the SG).
- Summarise changes and update Questionnaire and means of communicating to potential contributors – the BIC Metadata Sub-committee and the BIC Operational Board are to be the initial 'Pioneer' group of responders to the revised questionnaire plus Cambridge University Press who have already committed to be Contributors to the Map.
- Research potential Map presentation ideas and hosting options including sustainability cost estimates.

Peter Mathews

Project Consultant for BIC