

BIC Metadata Map Project

Monthly update: December 2020

Peter Mathews, Project Consultant.

Summary of Current Position:

- The MCD is now LIVE for Pioneer Group submissions
 - 6 submissions now completed – thank you for your support!
 - 4 others have confirmed they are working on a submission
 - 6 new organisations have expressed an interest in joining the Pioneer Group: 3 have been invited, 2 are currently inappropriate to join, one to be followed-up.
 - Chasing and support for invited organisations will continue.
- The MCD Excel has not yet been made available to contributors and the MCD webpage has not yet been published on the BIC website. See 'Next steps' below
- Further request to extend consultancy budget by 12 days to support submission chasing currently and future user analysis and training has been approved.

Initial deliverables achieved to date:

- Launch at LBF 2018 and Key Documentation published on BIC Website
- Pioneer group members test survey created and completed by 21 organisations
- Project Update delivered to LBF 2019
- Strategy review of project resulting in decision to build the Metadata Capabilities Directory.
- Full revision of the Formstack survey to increase structured responses (to optimise the aggregation of responses) and enable minimum contribution requirements to be met
- Full specification of Webpage, database and automated process to support the Directory now completed and ready for development.
- Webpage design (including responsive layouts) delivered
- Initial Marketing Plan agreed and now initiated
- Webpage and back-end system development completed.
- All testing of the MCD has now been completed successfully.
- Invitations to Pioneer Group sent on 22 September 2020
- Live submissions collected, aggregated and presented in MCD (not yet published)
- Webpage updated weekly routinely (but not yet published)
- Successful BIC Brunch and EDItEUR seminar sessions to introduce MCD
- Metadata Map page on BIC website updated in lieu of launching MCD webpage

Next Steps:

- Approve Press Release with Steering Group and BIC Board – solicit appropriate endorsements of the MCD to be included.
- Encourage Pioneer Group submissions to reach threshold level to enable full launch of MCD
- Provide 'beta' access to MCD for early adopters in Pioneer Group at same point
- Launch the MCD to whole BIC membership
- Ensure the maintenance of the MCD is fully supported after the end of the development phase of the project.
- Develop Post-Launch training and promotional plan for 2021

Peter Mathews

Project Consultant for BIC

30/11/2020