Manuscripts Online - Project Meeting Agenda

Friday 5th September 2012
Humanities Research Institute

Present: Michael Pidd, Kathy Rogers, Matthew Groves, Sharon Howard, Orietta Da Rold, Wendy Scase, Peter Findlay (JISC)

Apologies: Linne Mooney, Estelle Stubbs, Jeremy Smith, John Thompson

1. Dissemination Activities

WS: attending Schloss Dagstuhl Perspectives Workshop on Computation and Palaeography 18-21 September.

Quadrivium VIII (1-2 November) Provisional title "Getting Digital"

Programme etc is nearly ready, sessions organised and speakers from Sheffield lined up
Andrew Prescott agreed to speak (OR to remind him)
Josie Dixon was to come for the publishing session, can't make it; OR will try Phil Smith of Blackwells instead

Should aim to schedule a hands-on MSSO session

Two Sheffield students to help out, plus one of OR's PhD students

Website will be hosted at Leic, clone previous site

Need a Sheffield accommodation list - ask Sheffield students for help
Also, somewhere for the evening meal - not expensive

Size - previously 25-40 students; room at HRI for considerably more if wanted (though limits on funding for bursaries)

OR - when completed (next week?), let MP and SH know to coordinate publicity on Twitter + blog post

Would also be good to invite someone from Shef to do Welcome/intro - MP to ask Andrew Linn

Project conference (11 Jan, Leicester)

Subtitle: "Exploring early written culture in the digital age"

William Noel is lined up to come (and his employer (U.Penn) will pay travel!)

PF suggested we should video the event - OR to look into facilities.
Will need to liaise with JISC press office.

Have 4 speakers including Noel, with a project presentation and roundtable discussion this should be plenty for a one-day conference.

Facilities
Room booked holds up to 50 people - may need something bigger, OR to look into it and check flexibility
Ensure technical facilities for access to the resource

Advertising
What's the target audience? Main goal is to promote further dissemination to networks
Medievalists, academics, heritage professionals, advisory group, resource providers

OR has drafted a short description for publicity - will circulate version

2. Search Engine and User Interface

At the moment about 8 resources have been uploaded, more to come soon (but no subscription resources yet).

Much of the search functionality is in place, including
- variant searches
- wildcard searching
- keyboard for special characters
- reference search
Not yet working includes
- language search
- date faceting

Dates
source date = date of document; cited date = date in document
it was argued that the content coverage option was confusing and unnecessary
problem with limitations of Lucene indexing - can't input eg "1302" and get results for covering range "early 14th century"
- Agreed to leave out content coverage option
- Add a text box for exact dates (but will need warning that this is *exact*)
- date ranges 25 years
Remove sliders from Custom search page

Some resource descriptions are in place (will need checking/revision)

In some places still using short codes, full human-friendly text to come.

3. Web 2.0 features

Registration implemented
Saved searches when logged in
Workspace
Comments feature not yet built

4. Testing

- Need testing by experts in the data resources to test that the results are right
- Test complex searches

Students - WS students, and will speak to her colleagues
Quadrivium students

MP/SH to set up mailing list survey and focus group

MP to circulate research questions to editorial group - responses/comments should be emailed to KR

5. Data Processing

The National Archives API
- MP visited them last week and discussed this. The API is currently broken but should be available again at the end of September. They explained how we can pull down the data once it's working again.

6. Material Transfer Agreements (content licences)

Most MTAs have now been completed (or are in the process of signing).

7. AOB

MP agreed with JS and JT that QUB and Glasgow travel allowances should be redistributed

to the project budget (they will claim from Sheffield as and when needed).

OR: Production and Use will be getting an update in the next few weeks - to send new material to KR.

Next meeting: will hold a short project meeting during the morning before Quadrivium opens. SH to circulate a Doodle poll for the November stakeholder meeting