

DIGITAL LIBRARY PROJECT TIMELINE AND MANAGEMENT PLAN

PROJECT TIMELINE

The following timeline presents the major project tasks involved in building (Tasks 0-9) and evaluating (Eval 1-3) XXDL, our digital library of reusable science and math resources. See our Project Description for details of the activities involved in each task. The timeline calls for the project to begin on May 15, 2000.

	2000									2001												2002			
<i>Task</i>	<i>M</i>	<i>J</i>	<i>J</i>	<i>A</i>	<i>S</i>	<i>O</i>	<i>N</i>	<i>D</i>		<i>J</i>	<i>F</i>	<i>M</i>	<i>A</i>	<i>M</i>	<i>J</i>	<i>J</i>	<i>A</i>	<i>S</i>	<i>O</i>	<i>N</i>	<i>D</i>	<i>J</i>	<i>F</i>	<i>M</i>	<i>A</i>
Task 0																									
Task 1																									
Task 2																									
Task 3																									
Task 4																									
Task 5																									
Task 6																									
Task 7																									
Task 8																									
Task 9																									
Eval 1																									
Eval 2																									
Eval 3																									

Legend

- Task 0: Develop core XXDL metadata tools for creating IMS metadata and managing it in repositories
- Task 1: Collect baseline data from existing SECDL and CSTC repositories
- Task 2: Establish content cataloging policies and procedures using IMS metadata tools
- Task 3: Make already-reviewed materials in the SECDL and CSTC repositories IMS-compliant
- Task 4: Do preliminary cataloging of unreviewed materials currently available from UNCW, CCP and Mathwright
- Task 5: Establish content review policies and procedures and apply them to initial unreviewed materials from UNCW, CCP and Mathwright
- Task 6: Build the initial library repository and search tools
- Task 7: Configure the initial XXDL Web-based user interface and tools
- Task 8: Collect, review and refine IMS metadata extensions
- Task 9: Establish and grow the XXDL user community
- Eval 1: Usability Evaluation
- Eval 2: Assessments of Success and Comparative Evaluation
- Eval 3: Investigating the use of IMS metadata to index XXDL learning resources

PROJECT MANAGEMENT

Managing this project will pose many challenges. Not only does it have an ambitious technical agenda of development tasks (primarily in the first year) and empirical investigations (mainly in the second), but the project partners also are distributed across many sites. Well-established working relationships among the project partners should meet some of these challenges. Eduprise and UNCW have collaborated to develop many

distance learning materials and courses; Eduprise also has close ties with EDUCAUSE and with the Mathwright Project. UNCW and Eduprise have working relationships with the mathematics department at Duke (one of the three CCP institutions); Eduprise and Virginia Tech (part of the CSTC) are both investment members of the IMS Project; finally, CNJ and GVSU (from CSTC) have collaborated on NSF projects with Georgia State (which manages the SECDL). These existing relationships will greatly simplify communication and coordination in the proposed project. Effective collaboration will also be ensured through a project management plan that will schedule meetings and deliverables and will establish roles and responsibilities for each partner group for each of the tasks outlined above. Highlights of this plan are listed below.

Primary Project Roles

This section discusses the main roles of each partner at an aggregate level; some details of the roles of specific institutions and their staff can be found in budget justifications (Section F of the full proposal); the qualifications and experience of specific project members are summarized in Biographical Sketches (Section E of the full proposal).

UNCW will:

- Administer the project as a whole.
- Work with other partners, as described below, to contribute content to XXDL, catalog it, suggest IMS extensions and participate in XXDL evaluation.

Eduprise will:

- Work with content providers and developers and IMS to establish cataloging policies (Task 2).
- Along with IMS, support the cataloging of existing digital materials and of new materials developed during the grant (Tasks 3 and 4).
- Work with EDUCAUSE to develop review policies and oversee their implementation (Task 5).
- Take primary responsibility for designing and implementing the XXDL repository, tools and interfaces (Task 6 and 7); apply results of usability evaluation to redesign interface and repositories as needed.
- Along with IMS, coordinate metadata extensions (Task 8).
- Coordinate overall evaluation; organize design and implementation of all (usability, success, and IMS metadata investigation) evaluation activities; and contribute to the data collection measures, instruments, and design (Task 1).
- The CSTC and SECDL institutions as well as UNCW and content affiliates CCP and Mathwright will:
 - Coordinate with Eduprise to develop baseline data measures and collect baseline data for their existing repositories (CSTC and SECDL only; see Task 1).
 - Take primary responsibility for preliminary cataloging of their existing digital materials and of new materials developed during the grant (Tasks 3 and 4).
 - Take primary responsibility for generating IMS metadata extensions, as needed, and submitting them to IMS and Eduprise (Task 8).
 - Contribute to the design of evaluation tasks and to the analysis of evaluation results (Grissom at GVSU, Fox at VT, Vetter at UNCW).

The IMS Project will:

- Work with content providers and developers and Eduprise to establish cataloging policies (Task 2).
- Along with Eduprise, support the cataloging of existing digital materials and of new materials developed during the grant (Tasks 3 and 4).
- Work with Eduprise to make XXDL repositories and tools IMS-compliant.
- Along with Eduprise, coordinate the metadata extensions provided by the various content developer and provider partners, and use them, as needed, to modify the IMS specifications (Task 8).

EDUCOM will:

- Work with Eduprise and content developer and provider partners to develop and implement content review policies (Task 5).
- Take primary responsibility for managing the review process of resources submitted to XXDL.

Administration and Coordination

The proposed project has dual leads: as the awardee organization, UNCW will be the administrative lead; as the organization of the PI (Bill Graves), Eduprise will take the research lead.

UNCW will assume primary responsibility for overall project administration, including the timely submission of reports to NSF and of papers to journals and conferences. UNCW, through its Authorized Organizational Representative (AOR), will also coordinate various communications and requests to NSF (these will typically require signatures of both the AOR (Pam Whitlock from UNCW) and the project PI (Bill Graves from Eduprise)).

As the research lead, Eduprise will manage the coordination of partners as they fulfill the research roles outlined above. Most ongoing communication will be electronic, and weekly online progress reports (possibly becoming bi-weekly in Year 2) will be submitted by co-PIs for the four main partners (Eduprise, UNCW, SECDL and CSTC). These will be supplemented by teleconferences as needed. In addition, we propose day-long face to face meetings to review project progress and problems at least once a month during the first four months of the project, and bi-monthly thereafter. These planned interactions may, of course, be rescheduled depending on how successfully the project accomplishes its milestone tasks. Finally, conferences and NSF workshops will permit additional discussions—among project members and with others in the digital library community.