

Data management pilot project report

Report date	24.11.2016	Report #	1
Project title	VDM – Video Life Cycle Data Management		
Grant holder	Prof mso Kathrin Otrell-Cass Institut for læring og filosofi Aalborg Universitet (AAU)		
Partner institutions	Nationalbiblioteket/Statsbiblioteket, KU, SDU		
Project start	August 2016	Project end	June 2018

Details about the reporting

On site visit (Kroghstræde 3 room 4.257) + participation via video conference (Zoom) November 23rd 2016, 16.00 – 17.00
 Participants:
 Project side: Kathrin Otrell-Cass, Bjarne Andersen (SB), Lene Offersgaard (KU), Thomas Wesley Antonsen (AAU), Helle Birch Andersen (AAU),
 Evaluator side: Henrik Pedersen (DM Forum chairman), Josva Kleist (DM CAB), Rene Belsø & Diba Markus (DM Secretariat)

Overall assessment at this point in time

On track – good momentum – competent project management

Action points for grant holder, DM Secretariat or others

	Assignee	When	Who's in the loop?
Book June 19 th 2017 – Kathrin will suggest a time schedule	RB, JK, DM, Kathrin	ASAP	
Ask Lene Krøll Andersen about NeIC application options	HP	ASAP	Report back to Kathrin
Follow up on the promised deic.dk page (who should be editors?)	DM	ASAP	Report back to Kathrin
Investigate when data.deic.dk will start sending invoices and what the warning period is + what the grace period is	RB	ASAP	Report back to Kathrin

16:00 - 16:05 Welcome

16.05 - 16:30 Update of project progress so far and plans ahead (forecast next 6 months)

Kick off beginning 19th of August as promised.

Since then several meetings, where several objectives has been reached:

- A risk management plan has been produced
- The budget has been allocated between the partners
- Communication/collaboration form has been identified
- External involvement with Oslo University has started (VDM has similarities with the Norwegian eVIR project <http://www.uv.uio.no/ils/english/research/projects/evir/>) and AU will be invited at a later stage
- A project DMP has been produced via DMP-online
- Started planning of a meeting for the whole project group 19th of June 2017 in connection to a conference that AAU hosts <http://www.avpc2017.aau.dk>
- Elements of a video data life cycle has been identified
- The first, existing IT services have been investigated

The project has thus initiated three out of six WPs:

- WP 1: Project management
- WP 2: Needs Analysis (based on three cases from AAU, KU, SDU)
- WP 3: Design of Prototype (utilizing existing infrastructure - including data.deic.dk)

Forecast

- Expect to finish by June 2018 as promised

- Prototyping (based on Edumedia) will be started

Discussion around the fact that sharing of sensitive video data across borders is a problem:

- Henrik suggested making an application to NeIC together with Oslo University and other Nordic universities to obtain assistance for this particular kind of collaboration and maybe co-funding
- Bjarne mentioned, that Norway is not part of EU, and thus sharing is perhaps even more challenging
- Josva suggested a twist to the proposed NeIC application: To seek funding with purpose of investigating these challenges, their legal basis and possible solutions
- Henrik will bring the question to Lene Krøll Andersen

16:30 - 16:35 DeiC update on data.deic.dk – to tell what is operationalised/what we may be able to use

DDDK is used for some of the videos and project documents. This spurred questions:

- When will DeiC send out invoices?
- Will VDM be warned before invoices are send out? Rene suggested a “fair warning” of six months – this must be confirmed
- Is data.deic.dk a sustainable solution? For how long can storage been guaranteed? What is the grace period? Rene explained that DDDK operations depends on the future of DeiC, but that till end 2018 should be OK

16:30 - 16:40 Budget and Financing – reporting about processes and current status

- A template for quarterly, internal reporting has been developed
- One of the work packages (2) had to adjust the timing however this will not affect the budget
- The individual expenditures are described in details, and developments are tracked

16:40 - 16:50 Outputs and dissemination plans – DeiC website

- Gitte Kudsk has promised that the project can have a page on deic.dk. Kathrin gets in touch with Gitte as soon as there are results or information to be spread.
- 16:50 - 17:00 Summing up
- The project is research and development of a support-tool at the same time - making the science better
- Henrik will report back to DM LedelsesCAB and DM Forum that VDM is on track
- Next meeting: June 19th 2017 Kathrin will suggest a time schedule