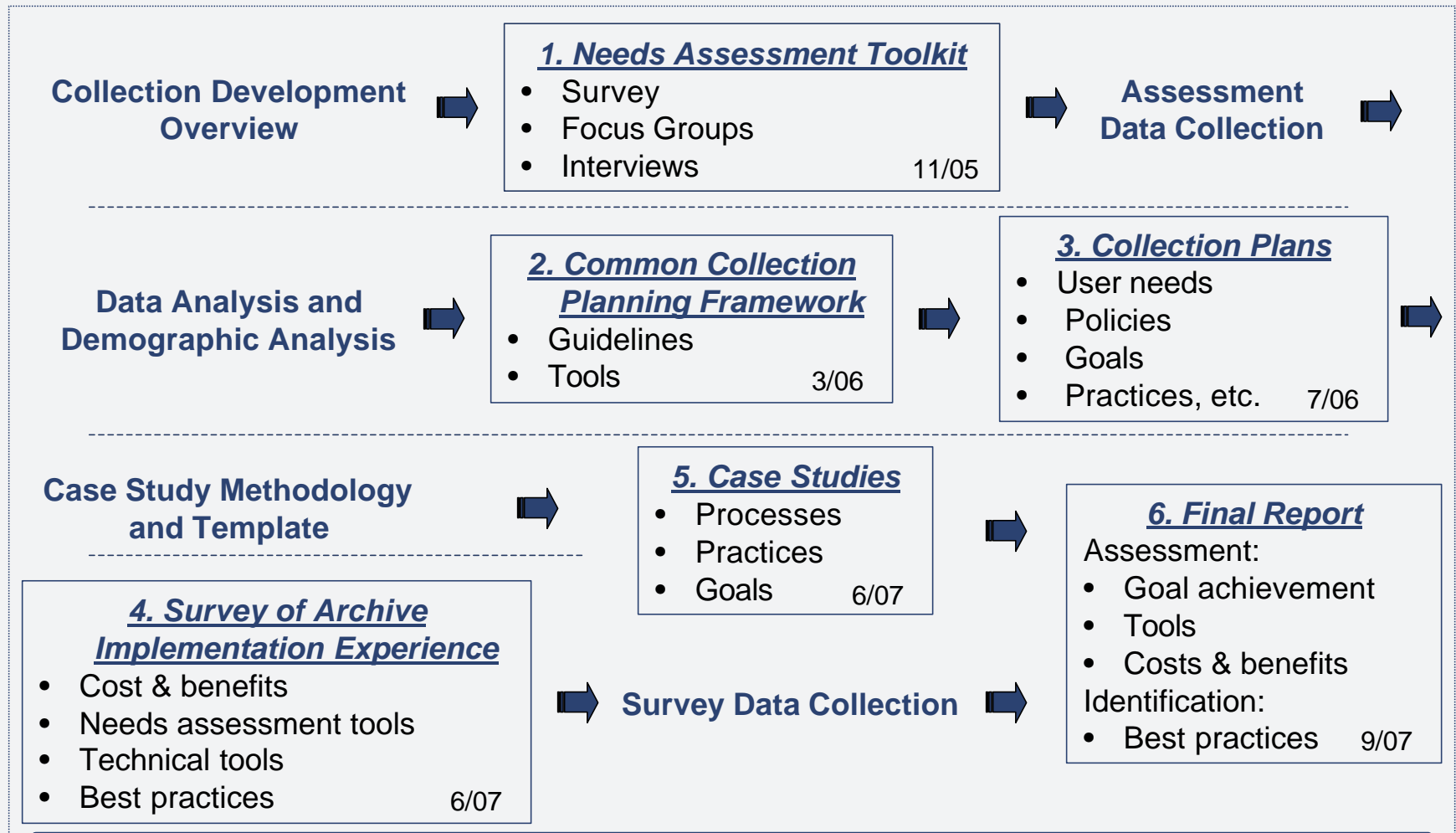


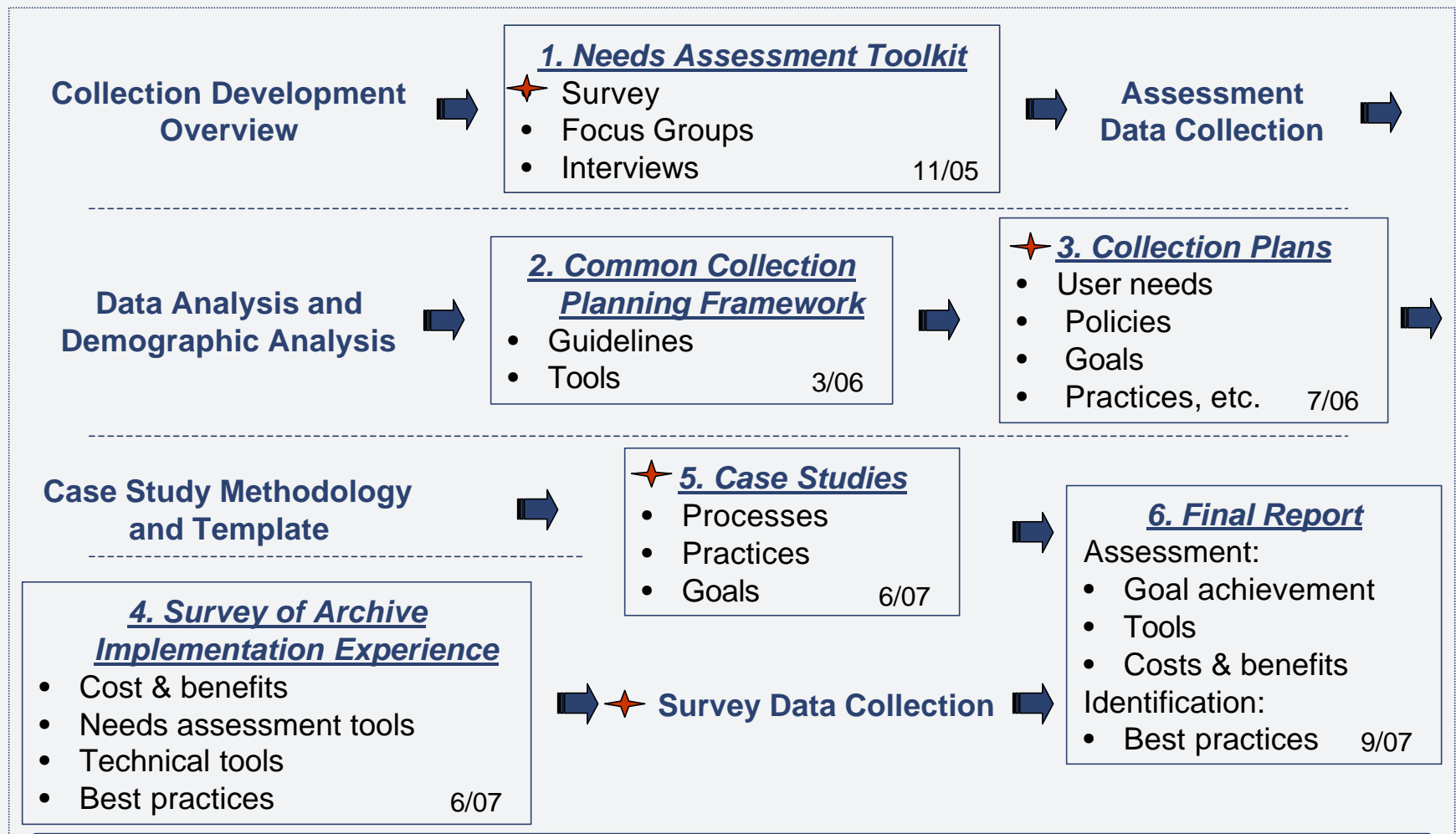
# Needs Assessment Toolkit

Kathleen Murray  
Assessment Analyst

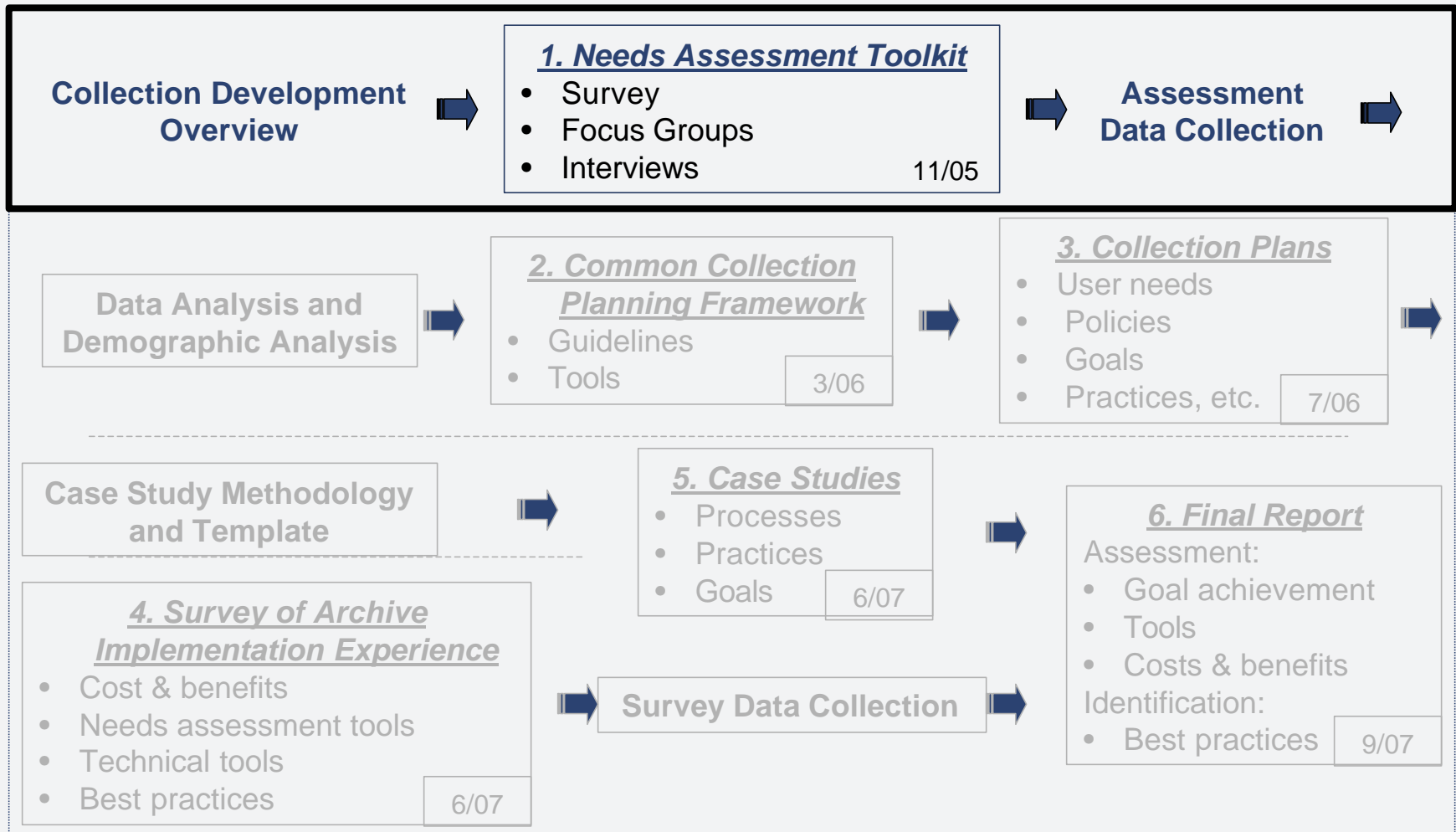
# Flow of Assessment *Deliverables*



# Curators: ✦ Assessment Responsibilities ✦



# Needs Assessment Activities



# Collection Development Overview

- Traditional Collection Development
- Web Archive Development Process
  1. Selection
  2. Curation
  3. Preservation

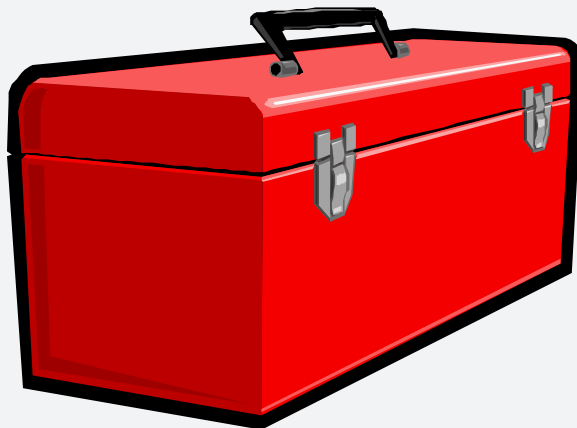
## Web Archive Development Process

Policy Setting	Factors: Political mandates, organizational mission, financial parameters, and technical capabilities.
Selection	Factors: Focus of the collection, unit of selection, web boundaries, copyright obligations, and authenticity of materials.
Acquisition	Requirements for crawling tools: Global or selective capture.
Description	Baseline metadata: Machine-generated Enriched metadata: Specific to an organization; both human-generated & machine-generated metadata.
Organization	Considerations: Retain or modify the organizational structure of the materials as they existed on the web.
Presentation	Considerations: Mirror the web at the time of their capture or selectively present (searching & browsing).
Maintenance	Functions: Training, hardware and software maintenance, performance optimization, backups, upgrades, & duplicate detection.
Deselection	Reasons: Duplication, errors, legal or social considerations.
Preservation	Challenges: Persistent naming, format migration and/or emulation, inventory management, volatility, replication, re-validation, & storage.

## Needs Assessment Activities: Partner Responsibilities

		CDL	NYU	UNT
1	Survey			X
2	Focus Group: National			X
3	Focus Group: Local	X	X	X
4	Interviews: End Users	X	X	X
5	Interviews: Content Providers	X	X	X

# Needs Assessment Toolkit



- Responsibilities
- Timeframes
- Participants
- Guidelines
- Consent Forms
- Instruments
  - Survey
  - Questionnaires



## Needs Assessment Activities: Timeframes

		Jun	Jul	Aug	Sep	Oct
1	Survey	X	X			
2	Focus Group: National	X				X
3	Focus Group: Local	X	X	X		
4	Interviews: End Users			X	X	
5	Interviews: Content Providers			X	X	

# Survey

- Participants: 19 Curatorial Partners
- Purpose
  - End Users' Needs
  - Curators' Needs
  - Functional Requirements for Web Crawler Tool
- Online Survey
  - 4 Sections
  - 47 Questions
- Review Off-line First
- Available Online: June 15, 2005
- Completion Date: July 15, 2005



# Focus Groups: Librarians

- National
  1. ALA-ACRL-LPSS
  2. GPO-FDLP
- Local
  - 3 Groups
  - 6-10 Participants
- Purpose
  - Librarians Needs
  - End User Needs
- Completion Date: October 31, 2005



## End User Interviews

- Face-to-Face Interviews
- Participants
  - Researchers
  - 9–15
- Focus
  - End User Access Needs
- Completion Date: September 30, 2005



# Content Producer Interviews

- Telephone Interviews
- Participants
  - 6-9 Web Publishers
- Purpose
  - Needs
  - Concerns
- Completion Date: September 30, 2005



## Needs Assessment Activities: 2005 Completion Dates

1	Survey	July 15
2	Focus Group: National	October 31
3	Focus Group: Local	August 31
4	Interviews: End Users	September 30
5	Interviews: Content Providers	September 30

# Contact Information

Assessment Website

<http://web2.unt.edu/webatrisk>

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