# **DDI Training Working Group**

**Tuesday 01 November 2022**

9am (EST), 2pm (UTC), 3pm (CEST), 4pm (CAT/EET)

Zoom-Meeting: [https://us02web.zoom.us/j/86184492910?pwd=V2lnT0FrVkcrOVd2clVvcStaRzVOQT09](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fus02web.zoom.us%2Fj%2F86184492910%3Fpwd%3DV2lnT0FrVkcrOVd2clVvcStaRzVOQT09&data=05%7C01%7Ch.mills%40ucl.ac.uk%7Cc0504012dd2c4317a24408daa12693da%7C1faf88fea9984c5b93c9210a11d9a5c2%7C0%7C0%7C637999484306481296%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=w%2F8t%2FrpWFy45mbJpW%2B6gDelqy2rRe0%2BrM0d1yuWf%2Fdg%3D&reserved=0)

Password : Train

Group email alias: ddi-training@icpsr.umich.edu (<https://groups.google.com/g/icpsr-ddi-training>)

Group information and documents in [Confluence](https://ddi-alliance.atlassian.net/wiki/spaces/DDI4/pages/7864375/Training%2BGroup)

Group information and documents in [Google](https://drive.google.com/drive/folders/1k7QbPH2QgpUr5ikBAp15siY_9tg_3YZm)

DDI Training Material: <https://zenodo.org/communities/ddi_training_material/>

*\*Please* ***‘bold’*** *your name if you are here!*

**Present: Hilde Orten (Sikt)**, Arofan Gregory (Consultant), **Kaia Kulla (Statistics Estonia), Hayley Mills (CLOSER)**, **Dan Gillman (US BLS)**, **Adrian Dusa (RODA),** **Jared Lyle (DDI Alliance)**, Flavio Rizzolo (Statistics Canada), Jennifer Zeiger (ICPSR)

**Apologies**:Christophe Dzikowski, Lucie Marie, Geneviève Michaud, Laura Molloy, Catharina Wasner, Kathryn Lavender, Alina Danciu.

**Chair:** Hayley Mills **Note taker:** Hayley.

**NEW ACTION:** Since the DDI zoom link is now working for HM/AD it might be preferable going forward to use this link consistently to remove confusion for group members. AD to update the invites to this link instead of the sciencespo meeting link.

**Agenda/Notes:**

### **1. Previous Meeting notes -**  [October 2022](https://docs.google.com/document/d/17fY19LBB_-1J236kiFF30wysBj_BL5dDUjZjNbL23MY/edit)

### **2. Reports from chairs**

Ideas for making the meetings (the group’s activity) more dynamic? Alina and Hayley started brainstorming about this and will make a proposal at one of the next meetings. Get in touch or speak up if you have ideas!

* Jared - the meeting could be structured based on the goals of the WG for the year. Reminding us of what the goals are either summarizing them or breaking them down to discuss each and how we can address them. This would make the meeting more proactive rather than reactive.
* Hilde- The sub-groups could bring tasks which they need help with for to make progress. This could be in addition to what has been achieved.
* **NEW ACTION:** All to think of any ways to improve the monthly meetings

### **3. Reports from the subgroups (please add notes before the meeting)**

#### **4a. Training Opportunities sub-group (Chair- Hilde)**

**4a.1 Conferences/events:**

* **RDA for Social Sciences and Humanities, virtual meeting November 2, 2022.**

Benjamin and Hilde will present DDI and practical examples from Sikt’s use of Colectica. **NEW ACTION:** Hilde will make slides available to the Zenodo community group.

* **Training for a North American Audience** - The event will take place on January 25th (Wednesday) from 10-11.30am EST, 16-17:50 CET about the benefits of using DDI at your statistical agencies. Jared is organizing in collaboration with the Training opps group. Dan G., Cory and Christophe will present. Laura pointed out that there were no women on the Panel. Jared will try to reach out for female panelists. Once descriptions are finalized then it can be advertised.
* **ACTION:** Outstanding LM to check if there are any FAIR events we should attend In addition to those which are listed [conferences](https://docs.google.com/document/d/14az5PmrUZSDyNv5djY0B7_FjE-oF70_ak-6InKBcojs/edit).
* **EDDI (registration ends on November 15 and you should register even if you want to attend virtually)**

Free virtual training on November 28 (22 people registered):

The EDDI Program Committee agrees we can keep the registration to the free tutorial open until November 22

The Training Opportunities group had a [proposal](https://docs.google.com/document/d/1zAsKvag90KAOnF6gUD-2T6O6yCSMP8FnHWIFywfhUVo) for this event.

Laura confirmed that CODATA is hosting.

Laura will need the names of the people who registered and the names of the speakers at least one week in advance.

Alina will do the door keeping, Adrian the housekeeping and Christophe the Q&As, Arofan to run tools session -check that.

Session starts at 13:00 CET running for 2.5 hours. Training Opps Subgroup confirmed hours.

 The free tutorial is now described on the EDDI website, but we still need the names of everybody speaking.

<https://eddi22.sciencesconf.org/program>

**ACTION DONE** Laura - setup the Zoom

**ACTION** Arofan: Provide names of the speakers for every session until November 15 the latest (but sooner would be better, for communication purposes)

**ACTION** Alina: handling the registration platform and providing the names of the registered people to Laura on November 22 the latest.

**ACTION** Alina/Jon: modify EDDI page: (names of speakers) <https://eddi22.sciencesconf.org/program>

* Do we need to send Zoom invites to presenters or should they register for the event? - We need their names and email addresses up to November 15 (should send them to Laura and cc Alina and Hayley). No need for them to register.
* HM updated the slide template (with latest attributions) and theme if needed - see [confluence](https://ddi-alliance.atlassian.net/wiki/spaces/DDI4/pages/7864375/Training%2BWorking%2BGroup).

**ACTION:** HM to send email and ask if he has contacted tools presenters. Remind that we need presenter’s email addresses until November 15(to be sent to Laura and cc Alina and Hayley)

* Plans for promotion?

**ACTION:** Jared to send to the user list. one email for EDDI which includes the training offer. HM to draft the content and send it to Jared to ask ICPSR marketing group to spruce it up for email and social media.

**NEW ACTION:** HO to send to IASSIST list and mention in the RDA training, LM to send to CODATA list , AD french list, HM to check Research Data Management list.

**4a.2 Training requests:**

* Rachel Raider from Cognitive Neuroscience of Religious Cognition (remote)

it was agreed at the last Training Opps meeting for Arofan to continue to follow up on this.

##### Related actions:

* **ACTION**: Outstanding. Hilde to share a spreadsheet of the number of training requests received and their outcome.

Update : spreadsheet exists, should check if updated and compile a summary of number of requests by country, main topic and outcome of the contact. Share a summary with the full group. This was created for the last report, but Hilde requires a volunteer to keep this up to date.

**Any volunteers ?**

**4a.3 Webinar series:**

* Wed 12 Oct 2022: DDI Controlled Vocabularies, the CESSDA Workbench, SKOS and XKOS:[**view recording and presentation slides**](https://codata.org/initiatives/data-skills/ddi-training-webinars/ddi-controlled-vocabularies-the-cessda-workbench-skos-and-xkos/)
* A feedback survey (Alina, Laura) was sent to registered people the next week after the webinar. The survey is open until November 7.
* The current budget’s webinars have not been agreed or scheduled. **ACTION:** Arofan to provide a plan for the next set of webinars for 2022/2023.

**4a.4 CODATA RDA Data schools contact**

* **ACTION**: Hilde to contact and set up a meeting to understand what CODATA RDA schools do/teach and what they would be interested in. Hilde will meet with Venkat in Prague the week of November 14th and will discuss arranging a meeting.

#### **4b.** [**Slide Review sub-group**](https://ddi-alliance.atlassian.net/wiki/spaces/DDI4/pages/1831305239/Meetings%2Band%2BActions) **(Chair - Kathryn)**

* Met on Oct 25 to work through [**feedback**](https://docs.google.com/document/d/1k9wtirayIOkla96ROO_O8YB7mgzlY5WHleEQn1x82aA/edit?usp=sharing) from training group members on 5 previous slide decks; added notes to feedback doc to mark what we implemented and what we will not implement; updates to decks are still in progress
* Hayley, Dan, and Catharina are currently working on Implementing fair with DDI slide deck - changing focus of decks to FAIR with respect to DDI and metadata and how it can help people in these areas

Related actions:

* **ACTION**: KL - emailed slide group about translation priorities; idea to start with “what is metadata” and “what is DDI” decks; pending discussion - KL

##### **ACTION**: KL - to email Ingo to explain the plan to create a DDI for programmers training slide deck and see planned hackathon content. - no updates, KL

* **ACTION**: On hold - AG to consult with KL to volunteer to help with drafting the announcements of the release of the slide decks.This will need to be coordinated.

### **5. Publication of webinars and slide decks**

Hayley’s proposal to Flavio on October 18 2022, to be discussed with the SB

* Sub-WG shares slide decks with the whole WG and the TC chairs (1 month).
* Sub-WG makes updates to the slide decks where necessary or provides comments to feedback if not necessary.
	+ Sub-WG add comments to what has been changed or why.
	+ Sub-WG decides when the slide decks are final. WG chairs make any final decisions if they cannot be resolved.
	+ Sub-WG share the final slides and comments to the WG.
* WG chairs submit the slide decks to the SB for approval (2 months).

Hilde- This has not been discussed in the SB meeting, the next meeting is Tuesday 8th November. The SB is likely not going to disagree with the process suggested, but will be thinking about how much if any review of the materials will be made before signing off.

The sub-group is working through these steps so we can iron out any issues with them as we go through them.

* **ACTION DONE**: Alina sent e-mail to Dagstuhl participants on October 31, making them aware that the [DDI Community Zenodo collection](https://zenodo.org/communities/ddi-train/?page=1&size=20) exists.

### **6. Marketing/website**

JL has taken over the marketing/website tasks. - Any updates on this? - no changes yet, anything in the meantime we can send to Jared.

**Getting started pages:**

* Please refer to notes from the [May 2022](https://docs.google.com/document/d/1M0Q0mgjyyCHJIp3N9R5TCAtO22DKin4CgGbi_T6JmRQ/edit) meeting for previous discussion.
* **ACTION:** **- DONE** Hilde to circulate the previous document relating to the Getting Started pages
* **ACTION: - DONE** When previous getting started documents from Hilde received, HM/AD to circulate these along with Arofan’s suggestions to AG, LM and HM/AD and JZ to kick-off the creation of the new page proposal.
* Who is leading this and what are the next steps? **NEW ACTION** - HO will pick up in the next training ops group.

### **8. Next meeting**

* + Tuesday 6 December 2022
	+ [Note Taker](https://docs.google.com/document/d/1AiMhHm7wWwUjEQaQSlz1hyTVv7hDS39tbF6spqCI9Mk/edit): Lucie Marie
	+ 9am (EST), 2pm (UTC), 3pm (CEST), 4pm (CAT/EET)