# **DDI Training Working Group**

**Tuesday 01 August 2023**

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

**Zoom-Meeting:** [**https://ucl.zoom.us/j/3924606632?pwd=OWIzbVFabWVpYm9MTXZFRzdTYkFEdz09**](https://ucl.zoom.us/j/3924606632?pwd=OWIzbVFabWVpYm9MTXZFRzdTYkFEdz09)

**Password**: **417906**

**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) and [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:  **Alina Danciu** (Sciences Po, CDSP), **Dan Gillman (US BLS),** Flavio Rizzolo (Statistics Canada), Christophe Dzikowski (INSEE), (CDSP), Adrian Dusa (RODA), **Jared Lyle (ICPSR & DDI Alliance),** **Jennifer Zeiger (ICPSR**), Catharina Wasner (GIGA), **Kathryn Lavender (ICPSR)**, **Hayley Mills (CLOSER)**

**Apologies:** Kaia Kulla (Statistics Estonia), Lucie Marie (CDSP), Arofan Gregory (Consultant), Hilde Orten (SIKT), Catherine Yuen (University of Essex),

**Chair:** Alina Danciu (Sciences Po, CDSP) **Note taker:** Hayley Mills (CLOSER)

Removed Carol Roan from the list.

**ACTION: DONE** HM to add Catherine Yuen to the mailing list and group.

Note that Jennifer and Kathryn didn’t receive the agenda email sent to the list.

**ACTION:** AD to test the email mailing list.

Received: Christophe, Catharina, Dan, Jennifer, Kathryn, Jared.

No response yet: Flavio, Adrian, Kaia, Lucie, Arofan, Hilde.

**Agenda:**

### **Previous Meeting notes -**  [June 2023](https://docs.google.com/document/d/1-oLF3EVesiVW0g9MQqmMVuVHKBe2MI4zK63UYHIVSr4/edit)

**Report from the chairs:**

* Priorities for the meeting to discuss EDDI23 - the ‘come to EDDI’ webinar and the [in person EDDI](https://docs.google.com/document/d/1o0-B5KJd_XMaDB-igYFGjXmxutrpx6uwCy4iK46giYs/edit) training session (what and who). EDDI side meeting (could be hybrid)?

**Continue collaboration with different organizations to reach out to new communities of users (e.g. CSDI, US federal agencies). This includes CODATA, FAIR related organizations (FAIRsFAIR, GO FAIR, RDA, EOSC etc.).** Owner: Jennifer Zeiger

* **ACTION:** JZ to explore working with CODATA RDA schools further?

No update to add, JZ to ask Laura for any info about background for this.

**Webinars**

* **ACTION** : Arofan and Laura to organise a meeting with Alina and Hayley to discuss further the webinar situation including the timings of the webinar cycle.
* [Topics for the next series of webinars](https://docs.google.com/document/d/1K6W1s1-FN96uFnhjWyE30Q3wpRDT_OKR/edit?usp=sharing&ouid=101356918831263873668&rtpof=true&sd=true) sent by Jennifer on July 24.

Sent to the group by JZ and reminder from Alina.

The stars represent the training opportunities sub group preference each person added a star.

There are topics which have marketing? next to them. AD asked if Laura was part of the new marketing group. Laura is not joining the marketing group and so these topics would be planned separately.

The marketing group is semi-established. The group is putting a proposal to the Scientific Board. Alicia Urquidi Diaz is leading this. The current parameters set out would be the marketing group doing basic introduction and outreach events, whereas the training group doing more specific and advanced topics.

Where it states “Happy to facilitate if leading groups want to run this, but will not lead” this is from the training sub-group, who require the Working Groups of that topic to contribute and have more buy-in.

Next steps- how do you want to receive feedback for these? Kathryn suggests a survey or a spreadsheet to collate opinions and suggestions.

**ACTION:** Jennifer to set up a spreadsheet by the beginning of September to collate topic feedback, to be received by the group by the end of September, which should give enough time to plan for next year.

**EDDI 23**

* **ACTION:** Arofan to organize an online webinar as a part of a “Come to EDDI” marketing plan. What is the proposal for this?

The sub-group is working on this with Arofan and Laura.

Jennifer stated that the proposed webinar is taking into account the feedback received from the PC.

Alina suggested discussing with local organisers/EDDI Programme committee (PC) in order to clarify who will be hosting this webinar and organising the registration. Most likely handled the same way as the other CODATA webinars, but best to make sure, and get any feedback if needed.

**ACTION DONE:** AD to get in touch with local organisers/PC and pass on details to Jennifer.

Discussed how we can made sure that we point people to the introduction webinars which have been recorded and how we do this? AD suggested whether we can advertise this event on the EDDI or DDI Alliance site, or perhaps write a short blog?

There is no date for this webinar yet other than September, it will be good to have the date soon, so we can advertise it. HM has also separately asked Arofan for dates of this years webinars.

* **ACTION:** TO subgroup to discuss and propose a face to face event in December (as the EDDI PC suggests) to this group.

See[Proposal for Training at EDDI 23](https://docs.google.com/document/d/1o0-B5KJd_XMaDB-igYFGjXmxutrpx6uwCy4iK46giYs/edit#heading=h.orfgs6201yvn)

All agreed that it was a good idea to submit an abstract. We need someone to volunteer to lead this. This usually falls within the training opportunities subgroup.

Kaia and Christophe are both on the EDDI PC so might want to do this?

Potential trainers who are new to training to do the first part of the training and are more local.

Arofan and Alina have contacts. Jared also suggests having a trainer from Slovenia if possible.

Jennifer and Kathryn will not arrive until after the training takes place.

**ACTION DONE**: Alina to send Jennifer a list of contacts for trainers.

First step is to submit the abstract, we don’t need to know trainers yet.

All agreed on the two part approach of basic beginner level training followed by activities using simple tools. We don’t want to use tools which are too complex, have not been released or are not available widely, so would need to check the tools suggested.

**ACTION**: HM to draft abstract and circulate

Side meeting proposal

All agreed that it was a good idea to have a meeting where we discuss the upcoming plans for next year. Kathryn proposed we send out a survey of 3/4 questions to see who is going to EDDI and who would be available for the side meeting and what day.

**ACTION:** Kathryn to draft questions and share with HM/AD before sending to the wider group.

**ACTION:** Kathryn to draft a side meeting abstract to submit to EDDI.

**Identify conferences and further outlets where DDI training can take place.** Owner: Jennifer Zeiger

* **ACTION:** TO subgroup to lay out the list of known possible conferences and prioritise by this group.
	+ List send out by Jennifer on July 24 : [DDI TO - possible new conferences](https://docs.google.com/spreadsheets/d/1zm_LXYq6iWiKxKmBLY2zN1NMjfAaFfYwfazYRXPT9gQ/edit#gid=0)

Note this list is for conference which have not had DDI training before to reach new audiences.

What are the next steps with this list? We have a budget of 2 people to attend 4 conferences. Some people may be attending already, so need to establish that. Then decide which are the most important conferences and who wants to attend.

How does train the trainers fit in with this? The training opportunities sub-group has a plan to organise a train the trainers at some point, until that is done, it will be those who can and are happy to do, either within or outside the training working group.

The training opportunities sub-group will help plan what the training is.

This is a running list to keep up to date.

**ACTION:** Discuss again in September HM to add to agenda.

AD has already added another conference to the list.

**ACTION:** HM to add ESRA to the list

* [International Data Week’s SciDataCon 2023:](https://internationaldataweek.org/) **ACTION:** Arofan to follow-up (proposal for a workshop) Update from Arofan: Tentative outline to come, deadline extended by a month. - update ?

**Continue the development of training materials.** Owner: Kathryn

Slide deck sub-group has fianlised two slide decks which have been sent to the Scientific Board. HM also sent to TC to let them know. **ACTION**: AD to send any feedback from Jon Johnson to Kathryn if there is any.

SB have added to their agenda for the next month, so should here back soon.

One slide deck has been sent for feedback to this working group.

The feedback google document has also been improved to help this be more efficient

The Slide deck sub-group would like to discuss the need for a place to contain details about which decks should be used together. The slide decks didn’t seem to be the best place for this, as they would be difficult to maintain when changes are made. It would be easier to do this online which is easier to update (e.g. google doc, website, or github). Kathryn has added this request for feedback to the Google document too.

**ACTION:** Discuss location of suggested training sets in the next the meeting in September. HM to add to agenda.

* **ACTION DONE** : Alina to send e-mail to the group and TC about this new slide deck.
	+ [**Slide Deck TG Feedback - Implementing FAIR w/DDI April 2023**](https://docs.google.com/document/d/1SnumUCE-l_VxQ8raq7djEjl9Oh6uErIuvz5fFHy_HLw/edit?usp=sharing)
* **ACTION** : French translations - ready. Alina submitted them to a French learning platform, doranum.fr and is waiting for their response. She’ll publish them after the response is received.

Submitted them to French learning platform and they are revising them and making a decision about whether they would like to publish them. Who should publish the DOI?

Would we want to make sure that we have a french version and english version in the same place in Zenodo? and so have the zenodo DOI

Alina to ask if they can use the Zenodo DOI first, then if they want to edit and create their own DOI for that they can?

* **ACTION** : Arofan to get in touch with Kathryn regarding slides from CV webinar held. Is a new CV webinar needed to provide more comprehensive content?

**Review and update web pages which the WG is responsible for and work with the Technical Committee to update the Getting started page.** Owner: Arofan

* **ACTION**: subgroup to draft recommendations/plan for getting started pages to discuss in this group and then to go the TC to sign off.
* Interviews conducted with 2 FORS developers, 1 metadata officer from CLOSER and 1 researcher from US National Institute On Alcohol Abuse and Alcoholism (NIAAA)
* Next steps are analysing interviews and proposing actions. What timeline ?
* How can we link this activity with the marketing group?

 Not discussed.

**Recruit additional instructors to be able to teach DDI to a wider audience.** Owner: HM/AD

* + Member list to be produced with interests and skills.
	+ Identify gaps in expertise.
	+ Recruit new members based on gaps, if some are found.

We would like to send a questionnaire to see who can/would like to provide DDI training. **ACTION:** HM to send proposed questions to the group to receive feedback before Jennifer creates a survey to send to DDI user group at the end of September.

**Next meeting**

* + [Note Taker](https://docs.google.com/document/d/1AiMhHm7wWwUjEQaQSlz1hyTVv7hDS39tbF6spqCI9Mk/edit): Christophe Dzikowski
	+ September 5, 2023, 9am (EST), 2pm (UTC), 3pm (CEST), 4pm (CAT/EET)