# **DDI Training Working Group**

**Tuesday 03 October 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:** [icpsr-ddi-training@umich.edu](mailto:icpsr-ddi-training@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+Group) 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: Flavio Rizzolo (Statistics Canada), Christophe Dzikowski (INSEE), (CDSP), Adrian Dusa (RODA), **Jared Lyle** (ICPSR & DDI Alliance), Jennifer Zeiger (ICPSR), Catharina Wasner (GIGA), Hayley Mills (CLOSER), **Kaia Kulla** (Statistics Estonia), **Lucie Marie** (CDSP), Arofan Gregory (Consultant), Catherine Yuen (University of Essex), Dan Gillman (US BLS), Hilde Orten (SIKT), Hayley Mills (CLOSER), **Kathryn Lavender** (ICPSR)

**Apologies:** Catherine Yuen (Understanding Society), Christophe Dzikowski; many are in Dagstuhl this week

**Chair:** Alina Danciu (Sciences Po, CDSP) **Note taker:** Kathryn Lavender (ICPSR)

**ACTION DONE:** HM to follow-up with those who have not received the emails through the e-mailing list.

* Flavio, Arofan, Kaia and Hilde confirmed they did not receive email and not in junk. No response from Adrian. Their emails should be included in all emails.
* Plan for now is to add people in the cc field
* Lucie confirmed she received the email

**Agenda:**

### **Previous Meeting notes -** [September 2023](https://docs.google.com/document/d/18xmVlx-eN8DzuQgdAhgQ_3fx-N7l3Rh039hEs87eiDs/edit)

**Report from the chairs:**

World Preservation Day on November 2 : <https://www.dpconline.org/events/world-digital-preservation-day>

* **ACTION DONE**: HM to contact DPC and ask if they would be interested in publishing a blog for the World Preservation Day. No reply yet.
* **ACTION**: HM If so, send email to the group to see if anyone would like to write the blog.

**Webinars**

* **Update:** new proposal on how to divide the work and other details. Alina will share this with the whole group. We should discuss it in a future meeting. A possibility is to discuss this at EDDI or after EDDI, as this is linked to the WG’s mission statement to be discussed at the EDDI side meeting.
* **ACTION**: All to review [webinar topics](https://docs.google.com/document/d/1K6W1s1-FN96uFnhjWyE30Q3wpRDT_OKR/edit?usp=sharing&ouid=101356918831263873668&rtpof=true&sd=true) using this [spreadsheet](https://docs.google.com/spreadsheets/d/1KLsy6236yj4Aq4flZRC1D-cjPlGrKwGbfPlQKTZv5Hs) by 25 September
  + The stars represent the training opportunities sub group preference each person added a star.
* **ACTION DONE**: HM/AD Close to the deadline send out a reminder email to the group for the feedback. Aim to have a final list before the next group meeting in order to proceed in obtaining speakers and the like.

**Past Webinars**

* Discussed how we can make 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?
* ACTIONS to be discussed in November meeting.

**Come to EDDI 2023 webinar**

Outline added by Jennifer.

1. 90-minute format (20/20/20)
   1. General overview - historical walkthrough up to…
   2. Cutting-edge tools, radical shift in tech space
   3. QA

* Laura to be kept up-to-date so she can update the webinar page.
* Jared will help promote
* Details and link to the event to be added by Alina after this meeting : https://ddialliance.org/announcement/codata-ddi-training-webinar-%E2%80%98the-ddi-standards-and-technology-adapting-to-change%E2%80%99-17

Note: The subject of the webinar was slightly changed at the “Come to EDDI” is no longer in the title.

**In-person EDDI training**

* **Submitted abstract shared by Jennifer with the TG on Tuesday 13 (end of this** [**document**](https://docs.google.com/document/d/1WRl1D8CvEj6ipWyg7oy3Uxv-jmdXS69AU9y4aQvHFOE/edit#heading=h.7eur19uy2ja5)**)**
* Alina sent out an email asking several people if they would be interested to be the trainers. Arofan, Adrian, Maja Dolinar confirmed. **Final list of speakers?**
* **ACTION Arofan :**  List of trainers to be sent to Jon Johnson for the EDDI Program update
* **ACTION DONE:** AL to check budget, confirm costs with Adrian and ask Jared about the process. Thanks Jennifer for your help on this!

**EDDI 2023 side meeting proposal**

* Alina and Kathryn are working on this. A first draft submitted to Jared and Hayley. An update will be made to the whole group in the next meeting.
* The room can host up to 20 people, so we can include people outside the group. The meeting will take place on Thursday morning. We’ll send an email to EDDI organisers to include non members in the meeting (an announcement at the beginning of the conference).

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

* [DDI TO - possible new conferences](https://docs.google.com/spreadsheets/d/1zm_LXYq6iWiKxKmBLY2zN1NMjfAaFfYwfazYRXPT9gQ/edit#gid=0) Updates ?
  + COSMOS submissions due Oct 13
  + Alina will ask the organizers about a training.
  + DONE : Thomas Dubois from the French organization confirmed that even if no training sessions are proposed DURING the “official” conference, there are discussions about workshops before and after the conference.
* [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 ?. Arfoan has submitted a proposal, but we don’t know what. Updates ?

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

* **ACTION DONE**: FAIR and Concepts deck sent to SB. Deadline for the FAIR deck was on September 30th.
* **ACTION DONE**: All to review Slide deck: [*How\_to\_use\_the\_DDI\_Training\_Materials\_v4*](https://docs.google.com/document/d/1qExf8XFFjKPifKmpCySJcUNeO8rOlAdKLB0LNUmwQoA) by 5 September
* Feedback from SB will be received after next week.
* Feedback closed on How to use the DDI Training materials deck.
* Group works on a new slide deck on Universe. This is close to being sent for review to the SB.
* **ACTION:** Discuss location of suggested training sets took place in the September meeting. No decision made on the location (website, google doc…). Next steps?
* **ACTION** **DONE**: French translations published on Zenodo. The new training material that will be created in French (and hopefully English) with [DORANUM](https://doranum.fr) will cite these slides. The added value : work with a pedagogical advisor.
  + We should keep in touch with this
  + The French national repository working group (ResearchDataGouv) proceeded with translating DDI Controlled Vocabularies and is very interested in DDI training. Alina wrote to Training Opps on this.
* **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? No updates on this for Oct.
* Current slide decks and statuses:
  + Concepts deck - sent to SB.
  + Implementing\_FAIR\_w\_DDI\_2023 deck - sent for SB
  + DDI\_for\_researchers\_and\_data\_managers\_July\_2023 - sent to SB.
  + How\_to\_use\_the\_DDI\_Training\_Materials\_v4 deck - update - revisions in progress
  + Unit-Unit\_Type-Universe-Population deck -editing in progress - almost ready for SB
  + DDITL\_12\_1\_0\_Data\_Quality\_Webinar - no updates; needs edits from [TG feedback](https://docs.google.com/document/d/1k9wtirayIOkla96ROO_O8YB7mgzlY5WHleEQn1x82aA/edit?usp=sharing)
  + DDITL\_11\_1\_0\_Understanding\_Metadata\_Feb2023 deck - no updates - needs edits from TG feedback

**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

Update for Oct - no updates/skip this today

* **ACTION**: subgroup to draft recommendations/plan for getting started pages to discuss in this group and then to go to the TC to sign off.
* Next steps are analysing interviews and proposing actions. What timeline ?
* How can we link this activity with the marketing group?
* Jared gave an overview about the web pages - the web page needs to be better organized, more approachable and easier to understand, and especially for those who start learning DDI. Some content will be simplified with a structural transition from Drupal to Wordpress. Jared made a proposal of getting a team of students to review sites and content.
* The getting started pages fits into this wider discussion about information on the website. This work will likely need input from several WGs and SB and so a new group may be needed to lead this. This will be discussed in the next sub-group meeting and then next steps determined.

**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.

**ACTION DONE:** HM to send proposed questions to the group to receive feedback

**ACTION**: All to check and comment on [questions](https://docs.google.com/document/d/1tjQVbFdy4JhwKE1EVNfnolG-LOwZRWr1z59PynsUg_4) to gather information about trainersby 30 September.

Notes: Feedback will be closed and final version will be created after today.

Discussion: How many trainers do we currently have? Ans: no formal list. Possible that everyone in this group would be considered a “trainer.” Jared remembers that maybe there is a list of 30 people identified as trainers in the past (at Dagstuhl) and we should revisit that list and see who is still active. Alina has tried contacting Dagstuhl attendees a few times and received no response (with some exceptions that are people in this group).

**ACTION** Kathryn - make sure that the topic of trainers is included in the EDDI side meeting agenda.

**ACTION**: Jennifer to create a survey to send to DDI user group at the end of September. (this will likely be in October/after final version is finalized)

**Next meeting**

* + [Note Taker](https://docs.google.com/document/d/1AiMhHm7wWwUjEQaQSlz1hyTVv7hDS39tbF6spqCI9Mk/edit): Arofan Gregory
  + November 3, 2023, 9am (EST), 2pm (UTC), 3pm (CEST), 4pm (CAT/EET)
  + Potential topic for next meeting: should we meet less often? For instance, every 6 weeks instead of every month? This topic may also be good for the EDDI side meeting. How to ensure everyone receives needed info? Maybe a digital checkpoint (people add their initials when they have read the info they need to read)?