# **DDI Training Working Group**

**Tuesday April 2, 2024 -** 9am (EST), 2pm (UTC), 3pm (CEST), 4pm (CAT/EET)

**Zoom-Meeting:**  <https://umich.zoom.us/j/97694785794?pwd=RGF4Y1J6VE81Zk9xdDdpZWs0NnN3UT09>

**Passcode:** dditrain

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

1. Alina Danciu (Sciences Po, CDSP),
2. Flavio Rizzolo (Statistics Canada),
3. Christophe Dzikowski (INSEE) - notetaker
4. **Adrian Dusa (RODA)**
5. **Jared Lyle (ICPSR & DDI Alliance)**,
6. **Jennifer Zeiger (ICPSR),**
7. Hayley Mills (CLOSER),
8. Kaia Kulla (Statistics Estonia),
9. Lucie Marie (CDSP),
10. Arofan Gregory (Consultant),
11. **Catherine Yuen (University of Essex**),
12. Dan Gillman (US BLS),
13. Hilde Orten (SIKT),
14. **Kathryn Lavender (ICPSR) - chair**,
15. Irene Koraki Folli (University of Essex),
16. **Nicole James (University of Essex),**
17. Jieun Jeong (Sciences Po)
18. Thibaud Ritzenthaler (INED)
19. **Alicia Urquidi Diaz (Scholars Portal)**
20. Laura Molloy (CoData)

**April 2 Agenda**

1. **Icebreaker** (10 min)

As a warm-up, a question for everyone - how many seasons do you have where you live and what is your favorite season?

1. **Announcements:** (2 min)
	1. Last meeting notes are linked below/at end of the agenda - if you have edits please comment in the document.
	2. The DDI Alliance is pleased to announce its draft Strategic Plan, 2024-2027. The draft plan was informed by a recent membership survey, as well as reviewed by the DDI Scientific Board. We welcome and encourage community feedback on this new draft strategic plan! Please send all feedback to **secretariat@ddialliance.org**. We will discuss and finalize this new strategic plan at the June Annual Meeting of Members.
2. **Discussions:** (15 min)
	1. Funding requests for the upcoming fiscal year - deadline is 22 April (Previous [budget request 2023/2024](https://docs.google.com/document/d/1yVKMVbc3HJZkxG-hYYTSqPBX0L2KNzm_3OngEBG5lUQ/edit))

A funding request is usually submitted by the WG and includes any requests by any sub-groups. Support can also be obtained, for example, to conduct a DDI training or webinar.

* + 1. What do we want to achieve this upcoming year?
		2. Do we require funding for any events e.g. EDDI24?
		3. Subgroups to provide ideas by 12th April?

Notes: Adrian: we could do more to advertise events. Interest was high for workshops/trainings (for instance at EDDI) but attendance maybe could be better. CLOSER event at the end of June - Adrian presenting about R and using it to edit codebook; he wants to build a replacement for NESSTAR.

Editing xml directly is not for everyone; a ready-made out of the box tool is needed for DDI (Codebook) - this contributes to the lack of knowledge about DDI; people need something easy to work with. We should advertise around the ready made tools.

Alicia is planning to attend EDDI and can help with events. Adrian hoping to be at EDDI if no conflicting conference.

Funding requests - what do we really want to target? A specific user activity or group? Maybe choose something and have that be the focus for the year. Also, it might make sense to target 3-5 different conferences and spread the word. Or hold workshops at conferences on a specific topic. (Related to 4a a bit)

We need volunteers for trainings and whatnot.

The webinars group is really really interested in sharing about tools - so Adrian’s idea resonates with this.

A specific topic is emerging - focus requests on ready made tools and this NESSTAR replacement. Alicia: [DDI Tools is a high-priority topic a webinar in 2024](https://docs.google.com/document/d/1aVWXgFt-PO8mp_PKD3hAaoeeGW8k1UUbvSq9-2CaJgw/edit?pli=1#heading=h.e4pprlhs1rbl) – Q: should we schedule that topic for the EDDI-adjacent webinars?

Jennifer - how would this work overlap with the technical committee?

<https://ddialliance.org/membership/working-groups-%26-committees>
collaboration with TC? We’ll need to see how this takes shape and see what overlap would be

Adrian’s connection with the TC so far has been positive; they welcome questions/feedback.

We also need clear step by step guides at the introductory level - this could be another focus for this year. Adrian is working on a video currently and expects to have that done soon-ish.

* 1. EDDI 24 (Dec 2-6, 2024) - what should the training offer be?
		1. Side meeting
		2. Train the trainer event in person (instead of in person DDI training)
		3. Pre conference beginners webinar? What value can we add?
		4. Discussion of training activities - during conference, or side meeting (open to all with experience of delivering training, or received training, what has worked, what hasn’t, sharing of best practice, exercises etc.)
1. **Actions across TG and sub-groups** (for context - [previous meetings](https://drive.google.com/drive/folders/1ohaw04e7i4RgQwiotpb-_UhlztlbLBt6)) (15 min)

These are voluntary groups. If there are no volunteers, nothing can be done, so there is a lot of flexibility, although some things are still priorities, but they are communicated.

* 1. New document to review: [DDI Audiences and Products: Reference for Training/Marketing/Communications](https://docs.google.com/document/d/1ZOchH0jZYuPeYnU_Jdsmlo3xbcZdywCw/edit?usp=sharing&ouid=102857415366317006266&rtpof=true&sd=true)
		1. Thanks to Arofan for writing this!
		2. Please leave feedback in the document comments by the next meeting in April

Notes: This doc came out of the Getting started page group. Last summer there was user testing/user interviews with data manager, programmers, researcher - each person explored the DDI TG site and shared screens while trying to complete tasks. They couldn't find the getting started page. Within 10 seconds of not finding it, they clicked the help button. Segmenting the audiences should help us make a bigger impact. Should we target a specific audience like data managers or developers?

Alicia: There's a lot of insights we can reuse to refine a strategy that, while perhaps mainly targeting 1 audience at first, does seek to adopt a strategy that meets as many needs as possible. **Distinguish beginners to DDI from beginners to data.**

**ACTION**: Kathryn will extend the timeline on this doc and send out email about this alone for TG to review. We need to identify a highest priority group/audience for this year (such as data managers or developers) and start with intro materials. Training opps group would like to be involved - this group will meet to discuss the doc and provide feedback. (emails sent, KL)

* 1. Subgroups
		1. If you are in this group and not currently also in a sub group, please join one
		2. Each group should determine its own aims and priorities and update confluence pages for the group, including the members list.
		3. Group chairs should provide status updates to TG chairs before the TG monthly meeting, which will be included in the agendas
	2. [**Confluence actions list**](https://ddi-alliance.atlassian.net/wiki/spaces/DDI4/pages/7864375/Training%2BWorking%2BGroup)- TG chairs - needs updating
		1. If there are items with your name on them please resolve them or provide updates
	3. **Marketing tasks lists** - TG chairs are working on this/in progress
	4. [**YouTube channel**](https://www.youtube.com/%40ddialliance2982) **maintenance** ilg21@yahoo.com

Note from Jared: the CODATA webinars are not on the DDI Alliance YouTube site. Most existing content is from EDDIs or DDI meetings. (Kathryn will check this)

Notes: CODATA sponsored recordings need to be added. This YouTube channel is used by other groups and we will need to keep that in mind when organizing content.

From Jared: I think the goal is to add new or missing Training videos -- especially the joint CODATA Webinars that have been posted on the CODATA Vimeo channel (but not yet posted on the DDI YouTube channel). Other groups add videos to the YouTube channel, as well.

**ACTION**: Kathryn will reach out to Arofan and Alina to address this - **done.**

* 1. **Mandate discussion** - action item from Nov side meeting, to be discussed in **May** ahead of the next fiscal year. Wait until May to discuss.
1. **Updates from sub-groups** (20min)

| **Sub Group and Chair** | **Monthly updates** |
| --- | --- |
| [Slide review group](https://ddi-alliance.atlassian.net/wiki/spaces/DDI4/pages/894500886/Slide%2BDeck%2BReview)Chair: Cat Yuen | * Kathryn has created [Zenodo steps](https://docs.google.com/document/d/1aQDLjOF9UfPWMmGc33MjOosyrVJ9FfHOLOjcnC08V4k/edit) (instructions for uploading slide decks to Zenodo) and Cat has added a link to the slide deck confluence [main page](https://ddi-alliance.atlassian.net/wiki/spaces/DDI4/pages/894500886/Slide%2BDeck%2BReview) together with some other new links
* Published - [How to use the DDI Training Materials](https://zenodo.org/records/10732188) (using the instructions above)
* WIP - Data Quality and Understanding Metadata
* Listed out webinars which could potentially be added to the slide decks for discussion in the next meeting
* On hold slide deck topic: controlled vocabularies - Arofan may have resources helpful to this; Kathryn can reach out when the slides group is ready to work on this topic
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| [Training opportunities](https://ddi-alliance.atlassian.net/wiki/spaces/DDI4/pages/894500893/Training%2BOpportunities%2BGroup)Chair: Jennifer Zeiger | * **Conferences**
	+ **IASSIST 2024** Poster - KL, HM, and AD leading this
	+ **SciDataCon** says a proposal submitted for 2024, but we don’t have details on that. Can someone update? (JZ will email Laura/Arofan)
* Next meeting 4/10
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| [Requests](https://ddi-alliance.atlassian.net/wiki/spaces/DDI4/pages/3066986544/Requests%2BWorking%2BSubgroup) Chair: Jennifer Zeiger | * 2:1 training scheduled March 25 - Done! Went well
* Pending [confluence page](https://ddi-alliance.atlassian.net/wiki/spaces/DDI4/pages/7864375/Training%2BWorking%2BGroup) - Done!
* [Request history spreadsheet](https://docs.google.com/spreadsheets/d/1xOW06e7Ahg_IHD9XdVtT-P0mrCYoFEppaE-2L4s5MPY/edit?usp=drive_link)
* No active requests. Members welcome to attend Training Opps meeting 4/10, but with no current requests, there will be no separate meeting.
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| [Getting started pages](https://ddi-alliance.atlassian.net/wiki/spaces/DDI4/pages/2899738625/Getting%2BStarted%2Bpage) Chair: Arofan Gregory | not present/ no updates |
| Webinars Chair: Alicia Urquidi Diaz | * Pending [confluence page](https://ddi-alliance.atlassian.net/wiki/spaces/DDI4/pages/7864375/Training%2BWorking%2BGroup)
* [2024 DDI Webinar Series Porposed Topics](https://docs.google.com/document/d/1Gdts-Goc4oWunnN87WT_QU4yQETybbHwLZfBkKJWtGQ/edit) - SB agreed with topics list
* alina.danciu@sciencespo.frto check if link to the webinars on DDI Alliance website & if a Zenodo webinars collection exists.
* [Webinar template](https://docs.google.com/document/d/1aVWXgFt-PO8mp_PKD3hAaoeeGW8k1UUbvSq9-2CaJgw/edit#heading=h.vvw1jg1waqvk)
* **April 5 webinar!** - speakers nearly confirmed; this has not been advertised yet. Should this be postponed to next month? This is a webinar remaining from 2023 series so we will see. Alicia will check with Arofan and group. Jared can help promote.
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**Next meeting will be May 7, 2024 - note taker will be Arofan Gregory**

**References**

* [**Previous meeting notes (March 2024)**](https://docs.google.com/document/d/1-HTdX7U_j9amloGexMan_c9RyZ9EO5BvoQwNvqvpboc/edit?usp=sharing)
* **Group email alias:** 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%2BGroup) and [Google](https://drive.google.com/drive/folders/1k7QbPH2QgpUr5ikBAp15siY_9tg_3YZm)
* **Zenodo (published) DDI Training Material:** <https://zenodo.org/communities/ddi_training_material/>
* **DDI TG Linktree (feel free to share!):** [**https://linktr.ee/DDItraining**](https://linktr.ee/DDItraining)