



## LEAF - Linking and Exploring Authority Files

IST-2000-26323

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### Dissemination and Use Plan

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AUTHOR	Ulrike Beermann, Jutta Weber
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# 1 Introduction

## 1.1 Scope

This document is the Dissemination and Use Plan prepared for the project LEAF (Linking and Exploring Authority Files; project number IST-2000-26323). This document was prepared under Work Package 2 (*Dissemination and Concertation*), Task 2.2 (*Dissemination of results*) of the current project.

The document sets out to describe the scope of the dissemination activities of the LEAF project. Particular attention will be given to the various levels on which the numerous dissemination activities will unfold. Future dissemination activities may be evaluated against intentions as specified below, thus making it possible to indicate a measure of success in this area.

This document is intended to be a “living document”, a “work in progress” in other words. It is assumed that major parts of the Dissemination and Use Plan can only be written/specified as the project evolves. It is therefore expected that various updates of this document will occur during the project duration.

The intended readership of this document are all project participants and the European Commission.

## 1.2 Document Overview

This document will firstly present a very general description of the expected project results and their respective due dates. It will then describe the intended dissemination activities from an overall project perspective giving special focus to the concept of the “Observing Partners”. These general notes will be followed by the description of domain specific dissemination activities, by the provision of statements about intended dissemination activities per country and, lastly, by the description of individual partners’ specific intentions.

# 2 General Dissemination Activities

It should be noted firstly and explicitly that dissemination in LEAF does not only concern the actual dissemination work package (WP 2), but also others, notably WP 3 (Standards Representation), some of which span the entire duration of the project. It is therefore expected that the overall scope of the LEAF dissemination activities will be very sound.

## 2.1 The Website

The LEAF website (<http://www.leaf-eu.org>) was established in March 2001 (month 1 of the project). Being now only available in English, it is planned to provide versions in all other languages of the project partners, i.e. French, German, Norwegian, Portuguese, Slovene, Spanish and Swedish.

- The index page provides general information about LEAF. Further information is distributed throughout the website. The index page provides the following links: Home, Partners, Newsletter, More Information, Newsletter, Related Links, Feedback, Contact Us, Partners Only.
- The “Partners” section lists Co-ordinator, Full Partners, Associated Partners, Observing Partners and Sponsoring Partners. Links to every single institution are provided. The “Partners” section also presents a map of Europe with those countries representing partners within the LEAF consortium marked in red, and those countries represented by observing partners marked in blue, thus indicating the regional distribution of the LEAF consortium.

- The “Newsletter” part provides download facilities for the Newsletter as well as an e-mail function where those interested in the Newsletter can subscribe to it. It will then be e-mailed to them directly.
- The link “More information” presents a somewhat more extended project synopsis, describing the objectives and innovative aspects of the project and specifying relevant criteria for the measure of the project’s success.
- “Publications” lists those project deliverables that will be made accessible to the public together with their due dates. It is planned to provide here Powerpoint presentations in different project languages about various aspects of the project.
- “Related links” offers links to several projects with related interests and objectives.
- The “Feedback” and “Contact Us” section provide feedback facilities and thus give the opportunity to comment on aspects of LEAF.

## 2.2 Newsletter

The project’s Newsletter will not be published at fixed dates but at intervals thought to be appropriate by the LEAF consortium. The Newsletter will give contextual information about actual project proceedings and results as well as general information about the project, e.g. about our observing partners. It will also provide links to Power Point Presentations used by various partners for the presentation of LEAF on certain occasions, provided in the respective languages. Thus the Newsletter, though mainly being in English, will also have a multilingual aspect.

The initial response to the announcement of the publication of a Newsletter was already very promising. Especially during the LEAF user survey subscription to the Newsletter increased considerably.

## 2.3 Publications in Journals

The diversity of the LEAF consortium will ensure that the dissemination of project results will take place on a wide platform. The LEAF project partners will publish articles and news about LEAF in relevant national and international journals, both in paper and in electronic form. It is planned to make use of a large variety of journals, thus presenting the project not only to the world of libraries and archives but also to a larger interested public. Scholars of all areas of academia are expected to be a major user group of LEAF. Dissemination of project results to this user group will therefore be a particular focus.

## 2.4 Presentations at Conferences and Meetings

As is the case with all European projects, LEAF is justifiably expected to observe current developments in the area of its activities. The attendance of project partners at relevant conferences and meetings will be one means to ensure both that the public will be, at all stages, informed about the work of LEAF and that LEAF will be aware of other projects’ activities.

Relevant conferences, meetings and events organised and hosted by the European Commission will be attended as appropriate. Meetings of other communities will also be attended as thought appropriate. The project will ensure to carefully consider individual project partners’ attendance to meetings with a view on maximising the effect of the project’s travel budget.

## 2.5 Public Project Reports

Public versions of the quarterly progress reports to the Commission will be prepared. They will be made available through the website in the form of executive summaries and will give detailed information about the LEAF activities of every institution involved in the project. Thus, all major project activities and proceedings will be reported to the public and are therefore traceable.

## 2.6 Standard Activities

Due to the nature of the LEAF project, standard activities were, even in the proposal stage, recognised to be of utmost importance. The consortium answered the need to cooperate with other standard activities by integrating a WP in the Description of Work (DoW) that spans the entire project.

LEAF is participating in the development of an XML format for authority records and archival context information - EAC (Encoding Archival Context). Results from testing the first version of EAC within LEAF will contribute to the development of the public version, which is expected to be launched in 2002.

## 2.7 Participation in Concertation Actions

The project's focus will always be on European cooperation. Events hosted by the EU will be visited as appropriate.

LEAF will also be presented in a DELOS working group on "Metadata and Agents", which is supposed to include the requirements of DC-Agent and LEAF. Besides this, information about LEAF will also be distributed in the DELOS Network of Excellence (NoE) via one partner.

## 2.8 Thematic Mailing List

As Internet applications are among the best means of dissemination (this fact was also proven by the LEAF user survey), a thematic mailing list will be established and administered by the project for the discussion of related topics.

## 2.9 The LEAF User Survey

The interest in the LEAF user survey and thus also in the project as such was sparked by addressing more than twenty national and international mailing lists. In these communications to the mailing lists the project was introduced in short offering links to the website and to the survey which was available in English, German, French and Spanish. Responses to the survey were very positive and resulted in many subscriptions to the Newsletter with some explicit expressions of interest in cooperation. Thus, the user survey was the first activity within LEAF by which a broad public could be reached.

## 3 Observing Partners

An important aspect of dissemination are the observing partners within LEAF. The LEAF consortium has set up a network of observing partners from all over Europe, including Eastern Europe, and from the USA. At present 29 observing and sponsoring partners are involved in the LEAF project. These are institutions from various areas within the cultural world: libraries, archives, and also commercial institutions like manuscript dealers and publishing houses. In the USA, such renowned institutions/consortia as the Library of Congress, The Research Libraries Group, OCLC and CIMI act as observing partners.

This network aims at the integration of a variety of needs and requirements into the project and at the propagation of LEAF within the various countries. The observing partners have access to most project documentation and can voice their needs whenever appropriate. Thus, LEAF hopes to profit from other current projects in the area of authority files, to ensure high quality standards and to avoid duplication of effort. Furthermore, it is to be expected that the observing partners will spread information about LEAF and disseminate project results.

Here is an up-to-date list of the observing partners in LEAF:

Archives de France pour les technologies de l'information et de la communication (Archives of France for information technologies and communication), Paris France

Det Arnamagnæanske Institut (The Arnamagnæan Institute), Copenhagen, Denmark

Biblioteca Nacional de España (National Library of Spain), Madrid, Spain

Biblioteca Nazionale Centrale di Roma (National Central Library of Rome), Rome, Italy

Biblioteka Jagiellonska (Jagiellonian Library), Krakow, Poland

Koninklijke Bibliotheek (National Library of the Netherlands), The Hague, The Netherlands

Bibliothèque Nationale de France (French National Library), Paris, France

CIMI consortium (Computer Interchange of Museum Information), Chicago, USA

Biblioteka Publiczna Miasta Stołecznego Warszawy - Biblioteka Główna Województwa Mazowieckiego (Warsaw Public Library - Main Library of the District of Mazowsze), Warsaw, Poland

Biblioteka Uniwersytecka, Uniwersytet Mikołaja Kopernika w Toruniu (Torun University Library), Torun, Poland

Biblioteka Uniwersytecka w Warszawie (Warsaw University Library), Warsaw, Poland

Constantijn Huygens Instituut voor Tekstedities en Intellectuele Geschiedenis (Constantijn Huygens Instituut for text editions and intellectual history), 's-Gravenhage, The Netherlands

Dansk Biblioteks Center (Danish Bibliographic Centre), Copenhagen, Denmark

Die Deutsche Bibliothek (The National Library of Germany), Frankfurt am Main, Germany

DS Group Holdings Ltd., Nottingham, United Kingdom

National Documentation Centre, Athens, Greece

Franz-Michael-Felder-Archiv der Vorarlberger Landesbibliothek / Vorarlberger Literaturarchiv (Franz-Michael-Felder-Archive of the Vorarlberg County Library/Vorarlberg Literary Archives), Bregenz, Austria

J.A. Stargardt, Autographenhandlung, Berlin, Germany (sponsoring partner)

Jewish National & University Library, Jerusalem, Israel

K.G. Saur Verlag, Munich, Germany (sponsoring partner)

Det Kongelige Bibliotek (Royal Library of Denmark), Copenhagen, Denmark

Library of Congress, Washington, USA

Magyar Tudományos Akadémia (Hungarian Academy of Science), Budapest, Hungary

Onderzoekssteunpunt en Databank Intermediaire Structuren in Vlaanderen (ODIS, Research-point and Database Intermediary Structures in Flandres), Belgium

Online Computer Library Center (OCLC), Dublin/Ohio, USA

Research Libraries Group (RLG), Mountain View/California, USA

Tartu Ülikooli (Tartu University), Tartu, Estonia

University of Virginia, Charlottesville/Virginia, USA

Wiener Stadt- und Landesbibliothek (City Library of Vienna), Vienna, Austria

## 4 Dissemination per Partner

UCM as member of the Network of Spanish University and Research Libraries (REBIUN) will disseminate the LEAF project results to its members. Moreover, this dissemination does also entail the Consortium of Spanish University Libraries. The information about the project will be distributed to the Spanish professional mailing lists referred to libraries, archives and museums. These lists have a widespread scope within the Spanish speaking communities in South America as well as Spanish University departments in North America. Within the library activities related, it is foreseen the presentation of the LEAF project. The UCM website does also link to the LEAF website ( <http://www.ucm.es/BUCM/frames01.htm>).

SBB intends to disseminate project results to the German librarian community. It will present LEAF on national and international occasions in the field of librarianship (e.g. Deutscher Bibliothekartag). Information about LEAF is also available at the manuscript department section of the SBB-website (<http://Staatsbibliothek-Berlin.de/deutsch/abteilungen/handschriftenabteilung/aufgaben.html>). SBB is a contributing partner institution to the national authority files PND and GKD and will use these special relations for the distribution of the LEAF results. SBB also has the option to establish a discussion forum on the national level. SBB will provide LEAF information to the museums' and archives' world using already connections to existing institutions being parts of the Prussian Cultural Heritage Foundation. This is also a basis for world wide actions. The MALVINE Maintenance Agency which is run by SBB is another opportunity for world wide dissemination activities. Finally the good relations of SBB to international publishers and manuscript dealers will facilitate the dissemination of LEAF results in this sector, co-operation with other relevant projects is another obvious way for dissemination.

ONB intends to centrally disseminate project results to the Austrian librarian and archival communities. They will give presentations of LEAF at the ONB (one has already taken place), inviting all relevant persons and institutions. Due to their function as a national library contacts are widespread. They will also give presentations of LEAF at meetings of Austrian librarians and archivists. Information about LEAF is also spread via the major Austrian mailing lists for libraries and archives. The ONB has also established their own LEAF-website ([www.onb.ac.at/koop-litera/leaf/](http://www.onb.ac.at/koop-litera/leaf/)).

FDOEP, like ONB, intends to disseminate information about LEAF to Austrian librarians and archivists. In this respect close cooperation with ONB will take place. Besides this, FDOEP plans to especially disseminate the results of the project among their special user community, which is the international community of philosophers being interested in Austrian and analytical philosophy.

GSA presents project results in GSA project reports and in GSA statements of account. It will disseminate project information within the "Verband Deutscher Archivare" (Union of German Archivists) and in the special field of research "Ereignis Weimar Jena: Kultur um 1800" at the Friedrich-Schiller University Jena where GSA cooperates with running projects in the field of prosopography.

DLA is one of the most important and oldest literary archives in Germany. It is concerned with editorial projects in the broadest sense and thus has a strong reach in scholarship and in the academic world as such. DLA intends and continues to disseminate project results to the Philosophical Editions Working Group (AGPhE), to the Germanist Editions Working Group (EkaGe) and to the library community of Baden-Wuerttemberg. DLA announced the LEAF project and its web pages to the mailing lists e-edition@dla-marbach.de (public) and agphe@bbaw.de (commission members only).

RA intends to inform the International Council of Archives about the progress of LEAF, and within that organization especially the members of the European regional branch, and ICA committees working on related issues. RA will also disseminate project results to archives and libraries in Scandinavia and has already informed about LEAF on two European Archival conferences.

BN intends to use the results of LEAF to promote the cooperation at both the national and international level. At the national level, BN has the main responsibility for the maintenance and promoting of PORBASE, the national bibliographic database, resulting from the collaboration of nearly 150 libraries. In this context, BN intends to use the LEAF results in the development of a common framework for the sharing of information and services concerning authority information. This same framework will be open to other relevant organizations, such as the national archives, museums, etc. For this context, BN is promoting a heterogeneous national working group, with representatives of these complementary areas. At the international level, BN intends to promote the LEAF results among the national libraries, especially in the main scenarios where these activities are discussed and actions for cooperation are developed (CENL, IFLA, UNIMARC working groups, etc.). BN has been promoting also the activities and results of LEAF in the DELOS - Network of Excellence for Digital Libraries, of which it is an active partner.

CNS will reference the project suitably to the customers and the UK public sector customers of its sister company, DS Ltd., who have products in public libraries, archives and museums. Crossnet is hosting the LEAF web site and will have references to the project on the Crossnet web site, too. The UK government has published a framework called the eGIF – Government Information Framework, where use of XML, thesauri, Dublin Core and sector interoperability standards are recommended. Crossnet and its sister company will disseminate LEAF at any relevant opportunities where they have discussion with the UK government e-envoy. The software developed for the model compatibility suite will be disseminated to the customers, together with the principals of its use.

## 5 Definitions, Acronyms and Abbreviations

The following list provides the definitions and abbreviations used within this document.

- AGphE** Arbeitsgemeinschaft philosophischer Editionen
- CENL** Conference of European National Librarians
- CIMI** Computer Interchange of Museum Information
- DC** Dublin Core
- DoW** Description of Work
- EAC** Encoded Archival Context
- EkaGe** Kommission für editorische EDV-Anwendung in der Arbeitsgemeinschaft für germanistische Edition
- EU** European Union
- GKD** Gemeinsame Körperschaftsdatei
- ICA** International Council on Archives
- IFLA** International Federation of Library Associations
- IST** Information Society Technologies
- LEAF** Linking and Exploring Authority Files
- MALVINE** Manuscripts And Letters Via Integrated Networks In Europe
- OCLC** Online Computer Library Center
- PND** Personennamendatei
- RLG** Research Libraries Group
- UNIMARC** Universal Machine Readable Cataloguing
- WP** Work Package
- XML** Extensible Markup Language

### Partner Acronyms:

- BL** British Library
- BN** Biblioteca Nacional
- CNS** Crossnet Systems Ltd.
- DLA** Deutsches Literaturarchiv
- FDÖP** Forschungsstelle und Dokumentationszentrum für Österreichische Philosophie
- GSA** Goethe- und Schiller-Archiv
- IMEC** Institut Mémoire de l'Édition Contemporaine
- JRS** Joanneum Research
- NUK** National and University Library, Ljubljana, Slovenia
- ÖNB** Österreichische Nationalbibliothek
- RA** Rijksarkivet

**SBB** Staatsbibliothek zu Berlin

**SNL** Swiss National Library

**UCM** Biblioteca de Universidad Complutense de Madrid

**UoB** University of Bergen