


<b>Title</b>	User Involvement Action Plan for 2017	
<b>Version</b>	1.1	
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<b>Date</b>	24-01-2016	
<b>Status</b>	draft - for information and discussion	
<b>Distribution</b>	NCF	
<b>ID</b>	CE-2016-0949	

## User Involvement Action Plan for 2017

### 1 Introduction

This document is a draft for the User Involvement Action Plan for 2017 that was confirmed by the BoD. It is organized into 3 main sections: Section 2 - Strategic activities, Section 3 - Field activities, and Section 4 - Supporting activities. Section 5 gives an overview of the timeline, persons in charge and the budget.

### 2 Strategic activities

#### 2.1 UI Working group

Establish a special interest temporary working group (3-5 people) with the following tasks:

- preparing the strategy for user involvement:
  - defining priorities & priority target groups
- designing an evaluation framework for user involvement activities and uptake:
  - recording and measurement of activities
  - collecting feedback from the participants
  - evaluation of user involvement activities
- establishing a model for cooperation between CLARIN ERIC and the national consortia:
  - preparing the minimum standards of user involvement activities
  - sharing experience and know-how among national consortia
    - what works & what doesn't
    - easily usable reusable UI scenarios
    - training materials
- defining the role of CLARIN Ambassadors (nominating distinguished scholars from DH and SS outside CLARIN to promote CLARIN in their communities and in the mass media):
  - candidates
  - role
  - activities
  - costs
- preparing a model to be suggested to the NCF for special tracks at the CLARIN Annual Conference (promoting DH & SS students and scholars who use the CLARIN infrastructure in outstanding work):
  - student session
  - user session
- preparing a model to be suggested to the NCF for a CLARIN award for DH & SS scholars who use the CLARIN infrastructure in outstanding work

#### 2.2 Involvement in university curricula

- compile a list of curricula relevant for CLARIN, solicit suggestions from the NCF
- establish connections to add CLARIN services, tools and resources to the curricula

## 2.3 Involvement in COST Actions

- compile a list of most relevant curricula:
  - ~40 relevant on-going actions with regular networking meetings, training schools & Short-Term Scientific Missions (STSMs, similar to CLARIN's mobility grants)
- establish connections and seek involvement:
  - at meetings and training schools relevant CLARIN services, tools, and resources can be presented (actively encourage researchers from the CLARIN community to use these opportunities)
  - in addition to CLARIN's mobility grants, STSMs can be used by CLARIN researchers but also by DH and SS scholars to visit a CLARIN institution (actively encourage reserachers to use this opporitinuty)

## 3 Field activities

In this section we describe 3 key new UI activities: the CLARIN Master Classes, CLARIN Summer School Courses and CLARIN Training Events. In 2017, the primary goal is to develop, test, evaluate and adapt the models for each of these activities, aiming at 1-2 such event in each category, evenly distributed across the fields of Digital Humanities and/or Social Sciences. The activities and are proposed by national coordinators through an open call to NCF.

### 3.1 CLARIN Master Classes

- a session at a major DH or SS event where CLARIN experts answer researchers' questions and recommend CLARIN approaches/tools/resources
- look for synergies with similar initiatives, e.g. DARIAH, COST Actions

### 3.2 CLARIN Courses at Summer Schools

- compile a list of most relevant summer schools in CL, DH and SS, solicit suggestions from the NCF
- seek agreement with summer school organizers to accept CLARIN co-located events, e.g. tutorials, courses, workshops, e.g.:
  - [ESSLLI](#) (biggest interdisciplinary summer school, over 25 years, many CLARIN researchers already active as lecturers)
  - [ESU in Digital Humanities](#) (one of the most important summer schools in DH)
  - [LancsSS](#) (biggest interdisciplinary summer school for corpus linguistics)
- actively encourage researchers from the CLARIN community to hold courses/tutorials/workshops at the key summer schools through an open call issued by the Board of Directors through the National Coordinators Forum

### 3.3 CLARIN Training Events

- offer co-financing of UI training events of the national consortia through an open call issued by the Board of Directors through the National Coordinators Forum
  - emphasize the reusability potential of the developed materials
  - encourage co-operation of national consortia
- formats:
  - **workshops/seminars on new/key language tools and resources**
    - for DH and SS lecturers and researchers at universities, institutes, libraries, archives and museums
  - **teacher seminars addressing deficitary topics**
    - providing teacher training and teaching materials
  - **targeted seminars addressing under-serviced communities**
    - e.g. diaspora, minorities, special needs

- refreshment courses for language professionals
  - e.g. translators, language editors, journalists

## 4 Supporting activities

### 4.1 Website

- improve visibility of UI on the web page
  - incorporate it in the main menu
  - highlight the existing relevant content on the CLARIN web page (e.g. showcases, VLO)
  - add a page with national UI representatives (photo, name, contact, short bio, link to national UI page)
  - include information on past on-going and planned UI activities for end users
- update UI internal page
  - info on calls, financing & participation opportunities
  - info on recording & evaluation of UI activities
  - links to collected training materials

### 4.2 Tour de CLARIN

- periodic focused presentations of UI activities in different national consortia
- if possible, add podcasts with prominent CLARIN users from the country in focus
- if possible, add showcases from that country
- cycle to be discussed

### 4.3 Videlectures

- add visibility of CLARIN talks and tutorials by publishing it on, e.g. <http://videlectures.net>

### 4.4 User surveys

- 2 focus groups
  - select 2 priority user groups, 1 in DH, 1 in SS
  - find out what resources, tools, training and support these users need
  - co-locate with CLARIN PLUS workshops or other UI events
- seek collaboration opportunities with other ERICs (DARIAH, SHARE, ESS, CESSDA)

## 5 Overview of Responsibilities, Timeline and Budget

Section	Activity title	Responsibility	Timeline
Strategic	2.1 UI Working Group	BoD	strategy prepared by Jul'17
Strategic	2.2 University Curricula	BoD and national UI coordinators	on-going, starting in Feb'17
Strategic	2.3 COST Actions	BoD and national UI coordinators	on-going, starting in Feb'17
Field	3 UI Field Activities	BoD and national UI coordinators	CfP announced by Feb'17 activities implemented by Sep'18
Supporting	4.1 Web page	BoD and CLARIN office	on-going, starting in March'17
Supporting	4.2 Tour de CLARIN	BoD and CLARIN office	on-going, starting in March'17
Supporting	4.3 Videlectures	BoD and CLARIN office	on-going, starting in Jan'17
Supporting	4.4. User Surveys	BoD and CLARIN office	user survey1 report by May'17 user survey2 report by Jul'17
Budget	30,000 EUR		