ECLAP requirements survey - partners

1. Introduction

WHAT THIS SURVEY IS ABOUT:

This survey will cover several areas, with the aim of gathering information about the user requirements for the ECLAP portal, both for end users and content partners.

These areas are:

1. Target users
2. Requirements - content
3. Requirements - functionalities
4. Contributing metadata / content for partners

WHO SHOULD FILL IN THE SURVEY?

The survey consists of 43 questions and it will take about 30 - 45 minutes to fill it out. It should be filled out by at least one person per ECLAP partner. Please take the time to fill out the questions as detailed as possible. You will probably have to consult with other staff members (especially for the part on metadata), since the questions covers various aspects of ECLAP. So bear in mind you might have to spend some time on this.

The final part from question 34 onwards on how to provide content and metadata to ECLAP only needs to be filled out by one person per content partner. If more than one person per content partner fills out this survey, discuss who will complete this final part regarding contributing metadata and content.

If you are not the person responsible for filling it out, you can skip this part and go to the end of the survey.

BASIC INFORMATION:

A digital version (a PDF document) of this survey has been distributed on the ECLAP mailing list, and this can be used to gather all the needed information before using the on-line form.

You can exit and return to the survey at any point, provided you use the same computer and do not clear the cache of your browser. However, we do recommend completing the survey in one go, to prevent having to fill it out again.

Please complete this survey before 13 August 2010, so there will be enough time to collect and analyse the results.

Please provide as much information as possible.

Note that when we talk about the 'current demo BPNET ECLAP portal', we mean the version that has been shown during the kick-off, and that can be found on http://bpnet.eclap.eu/.

For questions about this survey or other remarks, please contact Lotte Belice Baltussen, lbbaltussen@beeldengeluid.nl or +31 (0)35 6771755

Thank you!

2. General information

* 1. Acronym of your organisation (as described in the DoW):

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2. Please fill in the following information:

Your name:

Your position/job title:

Your e-mail address:

Your phone number:

3. Alternative contact (if possible):

Name alternative contact:

Position/job title
alternative contact:

E-mail address:

Phone number:

4. Technical contact (if possible):

(This someone who is familiar with the system where your metadata is stored)

Name alternative contact:

Position/job title
alternative contact:

E-mail address:

Phone number:

3. Target users

* **5. Various ECLAP target users have already been identified. These are:**

- **Content providers**
- **Performing arts curators / heritage institutions**
- **Performing arts lovers / leisure users**
- **Performing arts practicioners**
- **Researchers**
- **Students**
- **Teachers**

Are there any other target users that you see as important potential users of ECLAP, and if so, why? Please keep in mind that the target users will be refined and defined further by FRD, and that this serves as the first input for this task.

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4. Content requirements - your personal experiences

To find out the content requirements of various target users , the following questions relate to your PERSONAL experiences with performing arts research. As you possibly represent various target users , the questions have been

split into different target user categories.

Since the various target users still need to be fully defined, they have been divided into 'student', 'performing arts lover / leisure user', and 'professional user'. Under the heading 'professional user', you can indicate which profession you are in, and what type of performing arts research you have done for your work.

5. Content requirements - students

* 6. Have you done research on performing arts for your work, out of personal interest, or as a student? Multiple answers possible.

- ∈ No

- ∈ Yes, as a student

- ∈ Yes, out of personal interest / in my leisure time

- ∈ Yes, as a professional user for my current or past work (please specify the type of work and your position)

7. What is the geographical scope of performing arts content that you are interested in? Multiple answers possible.

You can skip this question if you answered 'No' to the previous question.

- ∈ Local (specific cities, towns, or regions)

- ∈ National (related to one specific country)

- ∈ Transnational (related to multiple countries)

- ∈ European

- ∈ Global

Comment (optional). The size of the box does not limit your input.

6. Content requirements - students

* 8. What keywords would you use to describe the performing arts research you did (or do) on as a student?

These keywords should (at least) refer to: topics, themes, fields of research, disciplines, or research methods. For instance: 'Shakespeare', 'Commedia dell'arte', 'Dance performance in WWI', 'Pantomime'.

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* 9. Which sources did you use as a student, and how often did you use them for your research?

	Never	Seldom	Sometimes	Often	Almost always
Video sources (e.g. videos of performances, videos of master classes)	jn	jn	jn	jn	jn
Audio sources (e.g. interviews with artists, music)	jn	jn	jn	jn	jn
Text sources (e.g. articles, books)	jn	jn	jn	jn	jn
Images (e.g. pictures of costumes, of sets)	jn	jn	jn	jn	jn

Comment (optional). The size of the box does not limit your input.

7. Content requirements - performing arts lover / leisure user

10. What keywords would you use to describe the performing arts research you did (or do) out of personal interest / in your leisure time?

These keywords should (at least) refer to topics, themes, fields of research, disciplines, or research methods. For instance: 'Shakespeare', 'Commedia dell'arte', 'Dance performance in WWI', 'Pantomime'.

You can leave the field blank if these keywords are the same as for your student research.

* 11. Which sources do you use out as a performing arts lover / leisure user, and how often did you use them for your research?

	Never	Seldom	Sometimes	Often	Almost always
Video sources (e.g. videos of performances, videos of master classes)	jn	jn	jn	jn	jn
Audio sources (e.g. interviews with artists, music)	jn	jn	jn	jn	jn
Text sources (e.g. articles, books)	jn	jn	jn	jn	jn
Images (e.g. pictures of costumes, of sets)	jn	jn	jn	jn	jn

Comment (optional). The size of the box does not limit your input.

8. Content requirements - professional user

12. What keywords would you use to describe the performing arts research you did (or do) for work?

These keywords should (at least) refer to topics, themes, fields of research, disciplines, or research methods. For instance: 'Shakespeare', 'Commedia dell'arte', 'Dance performance in WWI', 'Pantomime'.

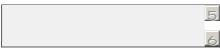**You can leave the field blank if these keywords are the same as for your student and / or personal interest research.**

* **13. Which sources do you use for your work, and how often do you use them for your research? If you no longer do research for your work, please base your answers on your previous experiences.**

	Never	Seldom	Sometimes	Often	Almost always
Video sources (e.g. videos of performances, videos of master classes)	jn	jn	jn	jn	jn
Audio sources (e.g. interviews with artists, music)	jn	jn	jn	jn	jn
Text sources (e.g. articles, books)	jn	jn	jn	jn	jn
Images (e.g. pictures of costumes, of sets)	jn	jn	jn	jn	jn

Comment (optional). The size of the box does not limit your input.

9. Your definition of performing arts

* **14. During the kick-off, it became clear that the terms performing arts and theatre were sometimes used interchangeably. To avoid confusion, and to make clear to our users what they can find on ECLAP, could you state how you would define performing arts?**

10. Content requirements - specific types of content

* **15. What do you see as the most important specific content that should be available in ECLAP? This means specific content like audio interviews with artists, recorded performances, books on playwrights, articles on theatre history, pictures of costumes, etc.**

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11. User requirements

* **16. Which (performing arts) portals / websites / repositories / archives have you used? Please give the names and the URL's (internet links) if possible.**

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* **17. What features do these websites offer you that you find the most relevant and useful for your research? For instance: 'faceted search', 'timelines on which the content is presented', 'the possibility of storing my favourite content types', 'contextual information on the content'.**

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12. User requirements

This part of the survey is specifically aimed at determining the user requirements for all end users of the ECLAP portal EXCEPT the content providers. Specific questions aimed at determining your requirements for putting your metadata and content on ECLAP will follow later on in this survey.

Keep in mind that we are determining the high-level requirements for the end users here, and not (evaluating) the existing functionalities on the current demo BPNET ECLAP portal.

* **18. How would you rate the priority level of the following actions that users could perform on the ECLAP portal?**

	High	Medium	Low
Downloading content	j	j	j
Commenting on content	j	j	j
Joining groups	j	j	j
Linking content on external sites such as Flickr, Facebook, Wikipedia and YouTube to ECLAP content	j	j	j
Embedding ECLAP content (through embed links) on external sites	j	j	j
Making playlists	j	j	j
Rating content	j	j	j
Storing favourites	j	j	j
Tagging content (adding metadata)	j	j	j
Uploading their own content	j	j	j

* **19. What OTHER actions do you think that users of an online performing arts portal want to be able to perform?**

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* 20. How would you rate the priority level of the following functionalities that the ECLAP portal can offer to its users?

	High	Medium	Low
Access to the portal for disabled users	jn	jn	jn
Extensive contextual metadata for most content items	jn	jn	jn
Faceted search	jn	jn	jn
Instruction video on how to use the portal	jn	jn	jn
Keyframes of video content	jn	jn	jn
Providing information on rights holders	jn	jn	jn

* 21. What OTHER functionalities do you think that users of an online performing arts portal expect?

22. These questions DO relate to (evaluating) the existing functionalities on the current demo BPNET ECLAP portal. Please give your opinion of the following aspects.

If you have no experience with certain aspects you can leave the field blank.

The size of the box does not limit your input.

Advanced search functionality	
Automatic translations of metadata	
Automatic translations of pages	
Classification scheme	
Keyword cloud	
Making playlists	
Notification system for new content	
Query cloud	
Search functionality	
User group forums	
User groups	
Viewing content	
Your profile page	
Other...(please specify)	

* 23. What do you think of the 'look and feel' of current demo BPNET ECLAP portal?

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13. User requirements - content providers

This part of the survey is specifically aimed at determining your needs: those of the content providers.

* 24. Have you already uploaded content to the current demo BPNET ECLAP portal?

- jn Yes

- jn No

14. User requirements - content providers

The following questions in this section are aimed at the current demo BPNET ECLAP portal.

* 25. Do you already have your own account on the current demo BPNET ECLAP portal?

- jn Yes

- jn No

26. If 'Yes', what is your user name on the current demo BPNET ECLAP portal?

* 27. What types of digital objects have you uploaded to the current demo BPNET ECLAP portal? Multiple answers possible.

- ∈ Audio

- ∈ Documents

- ∈ Images

- ∈ Video

* 28. Have you had more trouble uploading certain digital objects, and if so, why? (for instance: "Uploading video takes a long time, because of the large file size"

29. If you have any comments about uploading the objects, and specifically the 'Insert content' form available on the current demo BPNET ECLAP portal you have to use to do so, you can specify them below.

You can give feedback both on the process, the translations, inconsistencies or any other remarks you have about uploading and contributing objects via the existing online form.

You can find the form here: http://bpnet.eclap.eu/drupal/?q=en-US/ugc/upload.

The size of the box does not limit your input.

Selecting the language of the metadata	
Inserting the Title	
Inserting the Creator	
Inserting the Description	
Inserting the Subject	
Selecting the language of the resource	
Selecting the Resource	
Selecting from the Classification list	
Associating the content (resource) to one or more groups	
Selecting the 'Public' option	

* **30. On the current demo BPNET ECLAP portal, when you go 'User profile', then to 'Uploaded content' you can edit the content, and the metadata (if you select 'Edit metadata'). Have you used this option?**

- Yes
- No

31. If no, why have you not used this option yet?

- I did not know this option existed
- I have not had the time yet
- I found it to be too complicated (if so, please explain why in the comment box)
- Other...(please elaborate in the comment box)

Comment box. The size of the box does not limit your input.

32. If yes, could you indicate what you like and do not like about the functionalities and the interface?

15. User requirements - content providers

The questions are NOT related to the current BPNET ECLAP demo portal, but to the future functionalities for content providers that can be incorporated in the final version of the portal.

* **33. In general, what do you see as important requirements for the ECLAP portal for you, as a content partner? Multiple answers possible.**

- Being able to contribute multiple digital objects at once via batch upload
- Being able to edit multiple digital objects at once via batch upload
- Being able to delete multiple digital objects at once
- Having a clear overview on the portal of all my contributed digital objects
- Not having to upload digital objects myself, but supplying them via a server or a special connector.
- Being able to sort my digital objects per type (audio, document, image, video)
- Being able to see / play digital objects when editing the metadata
- Other...(please specify in the comment box)

Comment box. The size of the box does not limit your input.

16. Content partners - contributing metadata / content

This part only needs to be filled out by one person per content partner. If more than one person per content partner fills out the survey, discuss who will complete this final part regarding contributing metadata and content.

If you are not the person responsible for filling it out, you can skip this part and go to the end of the survey.

34. Do you have a repository/Digital Asset Management (DAM) software?

- Yes
- No

Comment box (optional). The size of the box does not limit your input.

35. If you answered "Yes" to the previous question, please indicate which kind of implementation you use. Multiple answers possible.

- ∈ Fedora

- ∈ Dspace

- ∈ Greenstone

- ∈ Other implementation (please specify). The size of the box does not limit your input

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36. Are you using existing metadata standards for cataloguing your collections?

- ⃝ Yes

- ⃝ No

Comment box (optional). The size of the box does not limit your input.

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37. If you answered "Yes" to the previous question, please indicate which metadata standard you use. Multiple answers possible.

- ∈ Dublin Core

- ∈ FRBR

- ∈ CIDOC-CRM

- ∈ Marc/Marc21

- ∈ Other (please specify). The size of the box does not limit your input

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38. Can the metadata of the content that you will contribute to ECLAP be accessed remotely?

- ⃝ Yes

- ⃝ No

Comment box (optional). The size of the box does not limit your input.

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39. If you answered "Yes" to the previous question, how can the metadata be accessed remotely? Multiple answers possible.

- ∈ FTP

- ∈ OAI-PMH

- ∈ REST

- ∈ SOAP

- ∈ SRU

- ∈ Other (please specify). The size of the box does not limit your input

40. Can the metadata of the content that you will contribute to ECLAP be exported?

- ʄn Yes

- ʄn No

Comment box (optional). The size of the box does not limit your input.

41. If you answered "Yes" to the previous question, please specify to which format the metadata can be exported? Multiple answers possible.

- ∈ RDF

- ∈ XML

- ∈ Other output format(s) (please specify). The size of the box does not limit your input

42. What would be your preferred method for providing content and / or metadata? Multiple answers possible.

e Batch uploads (submitting multiple items at once) via an Excel file and a directory with your content, which can be processed by a specific application

e Direct access to and harvesting of your collection database via ODBC, Web service, FTP, etc

e Providing metadata via OAI-PMH

e Providing content files and metadata via harddisk and regular mail

e Uploading from a web page, such as the current form on the BPNET ECLAP demo portal (http://bpnet.eclap.eu/drupal/?q=en-US/ugc/upload)

e Other solution (please specify). The size of the box does not limit your input

* **43. Do you participate in any other web access projects in which you are contributing content?**

jn No

jn Yes...(Please list the other projects which you are participating in)

The size of the box does not limit your input.