LINCS Content Development Partner Quarterly Report

Name of Organization: Center for Literacy Studies
Special Collection: Learning Disabilities and Literacy
Reporting Period: October – December 2000
Name of Project Director: Beth Bingman
Name of Person Preparing this Report: Margaret Lindop

1. Goals and Objectives for the Quarter

- Transfer LD Site from NIFL to CLS Server
- Establish working relationships with NIFL, other CDPs, RTCs, and list moderators
- Confer twice monthly with project staff and SLINCS RTC
- Maintain log of activities and submit quarterly report
- Assess present collection/site:
  - identify gaps, dead links, and needed refinements
  - analyze organization
- Identify resources for evaluation and cataloging
- Establish Core Knowledge Group
- Work with CLS in hiring of new librarian who will catalog LINCS Learning Disabilities resources.

2. Activities Initially Planned for the quarter

- Participate in CDP phone conferences
- Attend LINCS meeting in DC
- Consult with June Crawford on a variety of issues related to LD Site, including effective ways to create Bridges to Practice pages and link to LD Hubs’ work
- Search for new LD Resources
- Set up systems of resource identification, evaluation, and cataloging
- Work with SLINC RTC to get link-checking software operational
- Invite and confirm CKG members
- Set up systems for CKG communication
- Plan a face to face winter meeting with CKG
- Participate in interviews for new CLS librarian

3. Barriers or Concerns Regarding Meeting Goals, Objectives, and Activities

- The start date for the new CLS librarian was later than we had hoped. She is just now becoming acquainted with LINCS.
- Several versions of link-verification software are currently being evaluated, but a satisfactory one has not yet been found.
4. Major Outcomes During First Quarter

- Established working relationships with NIFL, other CDPs, RTCs, and list moderators at DC meeting.
- Confirmed most members of the CKG
- Set up February face to face meeting for CKG
- Communicated with CKG and sent them a ‘job description’, contact list, and ‘home-work’ assignment for Feb. meeting
- Assessed the present site, identifying gaps, dead links, and needed refinements and analyzing its organization
- Consulted at length with June Crawford re:
  - effective ways to communicate and move forward with Bridges to Practice via the LD Special Collection
  - feasibility of creating interactive components of the site, particularly ones that model appropriate instruction work of the LDTD Hubs
- Set up systems for managing the site
- Maintained log of activities and submitted quarterly report
- Rewrote the site’s front page
- Identified new resources for evaluation
- Proposed training session for COABE on utilization of the Learning Disabilities and Literacy Special Collection

5. Problems Encountered in the Use of Project Funds

None

6. Assessment of Collaboration with NIFL Staff During the First Quarter and Suggestions for Improvement

- NIFL staff has been very helpful in this ‘planning/thinking through’ first quarter.
- Planning of CDP conference call was timely and thorough
- All aspects of the DC meeting -planning, facilitation, and follow up-were extremely well done.

7. Assessment of Collaboration with CKG Members During the First Quarter and Suggestions for Improvement

- We have just started this process, but CKG members seem eager to begin.

8. Next Quarter’s Goals and Objectives, Expected Outcomes, and Suggestions:

- Evaluate and catalog resources already identified
- Identify ten new resources per month
- Meet with CKG in Knoxville for two day meeting to
  - Assess present collection for gaps in content
  - Develop strategies to increase accessibility
o Set site specific criteria
o Make recommendations for refinement of site

- Start process of site refinement to reflect NIFL guidelines and CKG’s recommendations
- Establish a private website for CKG communication
- Continue to work with partners at all levels to enhance the site and its use
- Continue to clarify and strengthen relationships to LDTD Hubs and other Bridges to Practice initiatives
- Develop a “Guide to Using the LINCS LD Collection” to be distributed at training events
- Conduct training session at COABE on use of LD Special Collection

9. Number of:
   Materials Identified for Evaluation for Special Collection: 48 (some of which are embedded in the site already, but need to be brought to the fore)

 Materials Web Published: 0
 Materials Cataloged: 0
 Conference Presentations: 0
 Conference Participants: NA
 Technical Assistance/Reference Questions Answered: 0
 Phone Calls: 0
 Email: 0
 Web Pages Launched: 0
 Web Pages Updated: 13

Web Use Statistics: Data have been collected but not yet compiled. Totals for this quarter will be included in the next quarterly report.