
ENUMERATE WP 2
***System (Survey methodology
and implementation)***

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Co-funded by the



ENUMERATE Surveys

Year 1: CORE SURVEY

A high-level survey aimed at establishing a baseline of statistical information about Digitisation, Digital Preservation, Digitisation Costs and Online Access to Digital Cultural Heritage.

Year 2: THEMATIC SURVEY

A detailed and in-depth survey aimed both at enhancing the quantitative data and supporting it with qualitative information.

Year 3: CORE SURVEY

A reiteration of the initial survey, aimed at improving the quality of the data and providing trend information and analysis to inform policy development.

Building blocks for ENUMERATE survey methodology

- Results from Numeric survey (2007-2009)
- Recommendations from SIG-STATS
- Bi-annual reports from MSEG-group on EU-Recommendation
- Networks involved in existing monitoring activities in EU (TEL, EGMUS)
- Methodology from national activities (e.g. born digital in NL)

Main purpose of WP2

Establishing the ENUMERATE Conceptual Framework, which consists of:

- Final methodology for the Core survey
- Final methodology for the Thematic Survey
- Overview of identified National Coordinators
- Documentation, guidance materials
- Tools to support the collecting and harmonisation of data
- Overall Survey Schedule for the implementation of a multi-annual series of data-collecting throughout Europe.
- Overview of related initiatives that ENUMERATE should liaise with

Deliverables WP2 (until Sept. 2011)

- 2.1 Overview of national and European initiatives
- 2.2 Overview of Harmonisation Tools
- 2.3 Overall Core Survey 1 Schedule
- 2.4 Core Survey 1 Methodology
- 2.5 Documentation and Guidance Materials

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- *2.6 Thematic Survey Schedule*
- *2.7 Revised Documentation and Guidance Materials*
- *2.8 Thematic Survey Methodology*

D2.1 Overview of National and European initiatives monitoring the Progress of Digitisation of Cultural Materials

- Authors:** Gerhard Jan Nauta, Sjoerd Bakker, Marco de Niet
- Purpose:** To provide an updated overview of monitoring initiatives since Numeric.
- Delicious:** The tag “D2.1” displays all the sources that were used for this deliverable in the Delicious account of ENUMERATE.

D2.1 Overview of National and European initiatives monitoring the Progress of Digitisation of Cultural Materials

Methodology:

- The focus was on quantitative monitoring;
- Initiatives can be aspirations, policies/plans, methodologies, and actual monitoring activities;
- Initiatives date from 2008 or later;
- The initiator is a larger [single-institute overarching] consortium, governmental department, or national initiative in gathering statistical information;
- Simple large-scale inventories (lists of projects etc.) are excluded.

Results:

- 3 European monitors
- 10 National initiatives in European countries
- 2 US initiatives

3. Previous work
 - 3.1 Pre-NUMERIC research findings (state-of-the-art report 2007)
 - 3.1.1 Methodology of the (pre-)NUMERIC desk research
 - 3.1.2 Findings and recommendations
 - 3.2 The NUMERIC Study
4. Approach
5. International (EU) monitoring
 - 5.1 EGMUS
 - 5.2 ESSnet Culture
 - 5.3 The PrestoCentre Cost Survey
 - 5.4 ...
6. National monitoring initiatives
 - 6.1 Belgium
 - 6.2 Czech Republic
 - 6.3 Estonia
 - 6.4 Greece
 - 6.5 Lithuania
 - 6.6 Netherlands
 - 6.7 Poland
 - 6.8 Portugal
 - 6.9 Romania
 - 6.10 Sweden
7. Other recent (non EU) monitoring initiatives
 - 7.1 IMLS
 - 7.2 The Survey of Library and Museum Digitisation Projects

D2.2 Overview of Harmonisation Tools

- Authors:** Sjoerd Bakker, Gerhard Jan Nauta, Marco de Niet
- Purpose:** To provide an overview of tools that help institutions submit valid data.
- Delicious:** The tag “D2.2” displays all the sources that were used for this deliverable. New tools will be added as they become available.

D2.2 Overview of Harmonisation Tools

Methodology: focus on 4 types of tools

1. Terminology: These tools enhance the understanding of phrases or even jargon that is used in the ENUMERATE Core Questionnaire.
2. Costs of digitisation: These tools help to assess components of cost structures of digitisation activities
3. Collection type analysis: These tools are created to make uniform typologies of cultural heritage collections as kept by memory institutions
4. Web statistics: These tools help to use and interpret web statistics in a valid way

Results:

Terminology: 9

Cost models: 5

Collection types: 3

Web-statistics: 3

D2.3 Overall Core Survey 1 Schedule

Authors: Gerhard Jan Nauta, Marco de Niet

Summary: The overall Core Survey 1 schedule describes the programme of preparations and roll out of the Test Survey and the Core survey, including the what, when and who, and provides the blueprint to ensure that this rollout is completed effectively.

D2.3 Example: Schedule of the Core Survey 1 (part I)

Activity	Start date	Due date	Actor
>> Core Survey implementation >>			
Determining Core Survey #1 methodology	01/08/2011	30/11/2011	DEN
Selecting a third party contractor	30/11/2011	31/12/2011	Collections Trust, DIGIBIS
Reviewing and updating guidance materials	02/12/2011	31/12/2011	DEN, Consortium
Deciding the need to translate questionnaire	15/12/2011	31/12/2011	Nat. coordinators
New version of the core questionnaire	15/01/2012	20/01/2012	DEN
Translating the questionnaire	20/01/2012	27/01/2012	TN, Nat. coordinators
Selecting participating institutions	01/01/2012	30/01/2012	TN, Nat. coordinators

D2.3 Example: Schedule of the Core Survey 1 (part II)

Activity	Start date	Due date	Actor
Producing the online core questionnaire	20/01/2012	31/01/2012	DIGIBIS, Contractor
Publishing/announcing the questionnaire [online]	-	01/02/2012	DIGIBIS, Contractor
Doing the survey	01/02/2012	15/03/2012	Respondents
Urging non-responders to respond	08/03/2012	15/03/2012	DIGIBIS, Nat. coordinators
Expiration of time to respond	-	15/03/2012	Respondents
Collecting and analysing returned questionnaires	15/03/2012	12/04/2012	DIGIBIS, Contractor
Report on results of Core Survey #1	12/04/2012	30/04/2012	DIGIBIS, Contractor

D2.4 Core survey 1 methodology

Authors: Gerhard Jan Nauta, Marco de Niet

Summary: This report summarizes the ENUMERATE Core Survey methodology. The aim is to reach agreement on the exact content and composition of the ENUMERATE Core Survey, and on the approach chosen to prepare and conduct the survey.

Delicious: The tag “D2.4” displays all the sources that were used for this deliverable.

D2.4 Core survey 1 methodology

Two main issues:

1. Composition of the questionnaire
2. Sampling

D2.4 Questionnaire

- Starting point was NUMERIC proposal and Test Survey
- 7 Sections :

Sections
1: Organisational Information
2: Digitisation Activity
3: Digital Access
4: Digital Preservation
5: Digitisation Expenditure
6: General Notes
7: Survey evaluation

- 'high level' questions
- Where possible: hard data
- Some tough questions (Q13 and Q25-26)
- Some questions 'prepare' the later Thematic Survey(s)

D2.4 Sampling

1. Size of the cultural heritage domain
2. Representation of the heritage subdomains
3. Target samples per EU member state
4. Sampling and identifying institutions per EU member state

D2.4 Size Heritage Domain

	Archives / Rec Office s	A-V / Film Inst 's	Nat Libr.	High Educ Libr.	Specia l Libr.	State- owned Museu m	Loc- Reg- Museu m	Other Public Museu m	Othe r	All Insti- tutions
Foundati on estimate	766	29	107	10233	19988	2462	9616	2221	-	113418
Nat. coord. estimate	5194	257	1098	5915	16555	5661	7467	1725	77	104536
ENUMER ATE estimate	2023	93	85	7773	17555	4062	8542	1973	1000	43106

D2.4 Samples per cultural heritage subdomain / across the EU

	Archives / Rec Offices	A-V / Film Inst's	Libr. (all)	Museum (all)	Other	All Institutions
ENUMERATE estimate	2023	93	25413	14577	875	42981
Sample size	257	35	380	375	385	1432

D2.4 Target samples/member state

a	b	c	d	e	f
	NUM all	#Employees (x1000)	% over b&c	NUM sampl	ENU sampl
Austria	521	9.1	1.4	49	24
Belgium	1025	13.7	2.3	93	38
Bulgaria	589	9.7	1.5	35	26
Cyprus	88	0.9	0.2	10	15
Czech Rep	1383	21.5	3.4	102	53
Denmark	385	19.5	2.1	13	35
Estonia	209	3.4	0.5	11	15
Finland	893	10.9	1.9	29	33
France	3668	52.1	8.5	104	127
Germany	6087	77.1	13.4	105	150
...
	44693	589	100	1489	1432

Corrections:
 Max = 150
 Min = 15
 Deficit equally distributed over remainder (.../member state)

D2.4 Sampling per member state

	ENU sampl	Archives/ Rec.Offices	A-V / Film Inst.'s	Libraries	Museums	Others
Austria	24	6	1	7	6	5
...
	1432	257	35	380	375	385

D2.5 Documentation and guidance materials

Authors: Sjoerd Bakker, Gerhard Jan Nauta, Marco de Niet

Summary: This document describes the nature and creation of all the guidance materials and the documentation that was created to aid those people working on the survey, with the survey and those completing the survey.

Delicious: The guidance materials are (partly) a compilation of the sources that were catalogued with the tags D2.1, D2.2 and D2.4.

D2.5 Coordination/Support

Contribution from the National Coordinators (as documented in the Charter):

1. Translating the Survey: Survey, Definitions, Invitation letters
2. Mapping national heritage domain (check NUMERIC data)
3. Preparing lists of institutions/domain > sampling
4. Monitoring the process, chasing non-responders etc.
5. Assisting with the translation of the evaluation remarks

Presentation of the First Survey Report on Digitisation in European Cultural Heritage Institutions 2012

Natasha Stroeker (Panteia)

Lessons learned (incl. short evaluation of the role of the national coordinators)

Problematic Issues Core Survey

- Lack of a reliable database of institutions [from which to draw samples]
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- Variance in the respondents contacted in individual institutions
- Problems of scale: difficulties in properly inquiring ‘composite collections’
- Questions with no simple answers [ready at hand]
- Grumbling respondents [lack of a sense of urgency]

Next Steps and plans for the 2nd Survey