

# Project Organization

Collecting together different collaboration items temporarily.

## Deliverable:

- Evaluation Metric - pick
  - Site usage - unique monthly visitors, monthly sessions, time on site
  - #Data sets
  - %Data sets
  - #Programs participating
  - Quality of data sets - easier to use, higher applicability (eg multiple years into single data set) - lower user burden
- Collecting baseline data
  - historical usage on site
  - data sets on [Data.CDC.gov](https://data.cdc.gov)
  - data sets in assistance, not on [Data.CDC.gov](https://data.cdc.gov)
- Acquisition plan for 2019
- Updated web site look and feel
- OPHSS program web site created - web site presence on [cdc.gov](https://cdc.gov)
- One pager
- System transition - ESC, security
- Project charter
- Road show
- [/wiki/spaces/OpenData/pages/109084691](https://wiki/spaces/OpenData/pages/109084691)
- [Long Quality Report](#)
- Linda's quality spreadsheet (exists for injury) for every org in CDC
- Onboarding packet
  - Current stewards
  - New stewards
- FAQ / Howtos (look how easy it is)
- known unknowns data (all the data sets not in [Data.CDC.gov](https://data.cdc.gov))
- User profile (stewards, researcher, vizzers) - expanding on Fred's R script

## Activities:

- Road show (needs OPHSS site, needs new look and feel, quick quality report)

## Tasks

- Adding Analytics
  - ~~Adding Adobe Analytics~~ (LR)
  - ~~Adding Google Analytics~~ (testing BL)
- ~~Changing MMWR to NDSS~~ (LR)

## Questions:

- What's quality? What metrics track quality?

## Timeline

### Draft Organizational Structure

- Communications
  - Data steward relationship management
  - Web site redesign for usability
  - Roadshow to support new and existing data steward to share data sets
  - Promotion of service and service impact
- Acquisition planning for flexibility and scalability
- Security planning for non-public web service
- IT coordination for system assets and capital planning
- Data Quality
  - [Data.gov](https://data.gov) metadata
  - Old, unupdated data sets - Can they be refreshed or replaced?
  - Incorrect data sets - wrong metadata
  - Missing
- Onboarding
  - Federal Register analysis for potential data sets

- Identifying high impact, high use data sets
- Evaluation
- Project Management