OASIS+ modules meeting 4\_9 Nov 23\_minutes

*Apologies: Floor, Martyn*

*Present: TR, A Cooper, P Baker, M Holmes, Fay Worley, Jo Gilham, Tim Evans, Emily Johnson, Adrienne Powell, Sean Doherty, Sarah Wyles, Hayley Forsyth, Lucy Allott, Ed Treasure, L Higbee, Wendy Smith, Michael Wallace, Ruth Pelling, Gill Campbell, R Nicholson*

## 1. 15 December OASIS+ workshop (Anwen) (5 mins)

- Update on workshop proforma - Tim and Jo have offered to a build a pro-forma in time for the working group meeting, probably in Excel with drop-downs

- Programme/format for the workshop - has been circulated with invitees

- Role of the working group - good for working group to be there as chance to showcase and contextualise/explain our decisions, take on feedback for future working group meetings, and to air opinions in a different format

- Please register!

## 2. Progress with plant module (Ruth and Gill) (5 mins)

- Great engagement

- Very close to completion

- People want it to be simple

- Not misleading the researcher – tending towards objective not interpretative but also relevant and useful

## 3. Progress with animal module (Poly and Fay) (5 mins)

- Apologies for confusion over additional online meeting - propose continuing after this one

- Show of hands who can make follow up faunal specialist session – around 8 available

- Summary of largely resolved fields - identified those which are to be discussed in extra online meetings

- Want to help people find data as quickly as possible but not overload

- Shared slide about vocab for investigative techniques and what new terms are needed

## 4. Joint themes and overall progress (Tina with input from everyone) (10 mins)

- Overall progress – fields discussed vs fields resolved. Review of the initial fields suggested by survey suggests that nearly everything has been discussed

- Discussion about vocabularies and OASIS+ info workflow (who inputs, in what format) and how to progress with these before the December workshop (with input from the group)

### Discussion notes

WS: are we going to distinguish charcoal from non-wood macrofossils?

GC:

- plant remains= archaeological object- and then material = wood. Charred vs waterlogged = preservation

- Important to know what vocab list we are drawing on for each field and then can update later

TE: yes, we can update them later

FW: long lists in thesauri- can we make it so only some of those options appear?

TE: yes (if you tell us!)

RP: can we re-order them in any order we want (i.e. most common at top)?

JG: yes we can do sub-lists- but can’t link to live thesauri as well- or a subset drop-down- so we would have to manually update to ensure that the OASIS+ module list is up-to-date with thesauri

GC: would favour keeping it live

JG: you only have to start typing and it will give you list of relevant options. You can also add associated non-preferred term (of which some already exist)

FW: future proofing with a live list is a good idea

AC: asked for show of hands - 14/21 attendees favour live lists; none of the remainder felt strongly about not having live lists

JG: having both (live and sub-list) is probably not an option (although theoretically possible)

RN:

- if archivists are entering the information a drop down would be easier

- in pro-forma you could have a drop down- which would essentially be sub-list- and then an ‘other’ box?

FW: can we have an online database for entering instead of a pro-forma or something outside the restrictions of excel?

JG: better to have a mechanism for specialists to have access to that part of the OASIS record - not currently possible - can only have organisational access. ADS have talked about access on a record by record basis but never talked about giving access to parts of records - i.e. just the module. Would require quite a fundamental change - and funding. But better to direct funding into that variation than an online separate system.

TE: getting more requests from people using OASIS as a research tool - originally built as a conduit to HER records - if there was a strong demand from research community - this could bring about change

HF: why can’t they just fill relevant section?

TE: this is valid but there is a perception - that it’s a risk to allow this type of access- due to sensitive information, access to entire unit records etc

WS: if you are working for multiple units that constitutes an access problem - didn’t envision an excel sheet- but a preprinted word document - which can be included in the report

FW: easier to have a drop down in excel - but perhaps could be like a PDF format? Might be easier, more recognisable for people

RP: Word doc is more feasible the simpler the form is

### Key issues to resolve

- proforma format

- live vs fixed/updated vocabs

- access (to OASIS V and OASIS+ modules; to data from these)

## 5. Moving on (5 mins)

- Separate specialist online meetings: Zooarch immediately after this meeting, archaeobotanists to meet week after next with doodle poll to be sent round

- Homework – vocab review/feedback in advance of next meeting

- Date of next meeting: Early December

**Actions:**

**TR: to send doodle poll and invite for next (Early December) meeting**

**TR/AC: to collate vocabs (after GC sends spreadsheet of existing and candidate terms)**

**HE: to forward updated slides to TR**

**HE: List of fields and vocabs for proforma to be submitted to Tim and Jo end of November**

**All: separate specialist online meetings, led by Ruth, Fay and Poly**

**All: Register for workshop on 15 December**

**All: vocab review/feedback in advance of early December meeting**