## **Southern California Library Project**

### Contact Person

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### Team Member

*Scrum Meetings: M/W/F 12:45-1:00pm @ the table outside of Norris Chemistry Hall*

Jon - (909)895-9836

Betsy - (949)310-5509; [bli2@oxy.edu](mailto:bli2@oxy.edu)

Drake - (714)335-8288

Gina - (850)766-5095

Vanessa - (571) 213-8689; [vnguyen2@oxy.edu](mailto:vnguyen2@oxy.edu)

GitHub:

Betsy - betsyli1998

Drake - drakesong

Vanessa - nguyen41v

Jonathan - johnhou13579

Trello:

Drake - drakesong

Jonathan - jonathan\_hou

Betsy - betsyli1998

Vanessa - nguyen41v

### Project Description

Redesign/re-architect their website using a content management system (CMS), potentially integrating book circulation/catalog services.

### Initial Questions

* What is the main goal of the new website?
  + To relay information about library? To have an online catalog?
  + Mandatory features? Features you would like to see implemented?
* How is the current website and catalog kept?
  + Obtain access to current files, docs, or images
* Who are the users? How much traffic/server load?
* Any specific CMS?
  + Barcode? Manually input each article to system?
* Any type of security? Regular maintenance or updates?
  + Preferences for post-project maintenance

### Timeline

#### 01/28/18-02/10/18

##### 1/28/18

* + Determine your plan for the community partner meeting. Log your decisions and your plan into your journal.
    - Using the existing questions to determine what you need to know from the community partner
  + Determine your scrum meeting times (email to Chloe and Justin)
    - **M/W/F 12:45-1:00pm @ the table outside of Norris Chemistry Hall**
  + Community partner meeting notes
    - Want us to start with doing research about other websites and what works; goal is to make a survey to send out to people; show to community partner before distributing
    - More features like exhibits, content management system, switching to wordpress
      * Features to integrate: search request form, donor option (they do have it), digitized packets, space rentals, volunteer
    - Check out other libraries, survey features, improve accessibility, what features users would like
    - Access documents/international reach (people come from all over the world to access the documents in the library/lots of social justice documents/social implications), change out documents available online according to demand
    - Limited staffs, limited in terms of technological knowledge, limited ability to organize archives so editing and uploading should be made easy
    - Analytics
    - Rate/review/comment
    - No static document (mix of resources)
    - Key audiences (researchers, high school students, undergrad, faculty) and what they want or need
      * User membership (volunteers, learners, researchers)
    - Figure out what platforms to use
    - Important websites for research:
      * <https://omeka.org/>
      * <http://www.oac.cdlib.org/>
    - Questions to consider when designing the website:
      * The social implications behind it
      * How to improve the library’s accessibility to the public (local, national, and international)
      * How to appeal to different audiences (different age groups/target audience)
  + After class
    - Summarize the meeting and work on the project, expect an email from Justin
  + Drake - trello
  + Vanessa - github
  + Everyone a little bit of research/clean up summary

***Summary :***

***1st stage: Research***

* *Research other websites and what works (Features now that are more accessible & useful)*
* *Check out other libraries, survey features, what features users like.*
* *Key audience: researchers, high school students, undergrad, faculty.*
* *Construct survey to send out to people; show to community partner before distributing. Need to find out how we would distribute it.*

***Future Features***

* *Search request form (automatic reply), donor option, digitized packets, space rentals, volunteer opportunities.*
* *Learning management system (e.g. moodle)*
* *User memberships (volunteers, learners, researchers) with access to shared material and easy management of groups for staff*
* *Easy editing and uploading archives*
* *Analytics (e.g. Google Analytics)*
* *Rate, review, comment on materials*
* *Seasonal exhibits (online access of documents high in demand)*
* *No static documents (mix of resources with suggestions)*

*--Separate of summary--*

***Research (Common Essential Features of Multiple Library Websites)***

* Events/News sectioned by students, faculty/staff, research, etc.
* Slideshow with Banners
* Catalog/Suggested Reads/Search Bar
* Misc (Donate, Social Media, Review, Help/FAQ)
* CMS (Search categorized by books/articles/journal/etc)

#### 02/11/18-02/24/18

#### 02/25/18-03/10/18

#### 03/11/18-03/31/18

#### 04/01/18-04/14/18

#### 04/15/18-04/28/18