# Researcher Bi-Weekly Reporting Template

The purpose of this document is to help prompt reflection and capture the progress, barriers, and needs you have as you undertake your project. We’ve included some preferred and suggested prompts in each section below. This document is to be completed every two weeks and submitted according to the reporting schedule.

Please append the filename with the date of submission and your initials (ex: CCHC-Biweekly-Reporting-Template-**2021-06-01**-**od**.docx). Once completed, please submit to [**LC-Labs@loc.gov**](mailto:LC-Labs@loc.gov)and CC Jaime Mears ([jame@loc.gov](mailto:jame@loc.gov)).

**Name:**

**Reporting Period: 15: 12/13/2021-12/24/2021**

### No Work Completed

We anticipate that there may be periods in your project during which you make little progress. In this situation, we ask you to check the “Nothing to report” box. After the “Reason” prompt below, please briefly indicate why there was nothing to report. Where possible, we’d still like to learn more about the reasons behind any unexpected events or barriers you encounter. You can share additional details in the “Obstacles/Needs” section before submitting this report.

Nothing to report

Reason:

### Activity and Progress

*We’d like to hear about your progress over the last couple of weeks. Please feel free to expand on the questions below.*

1. **What did you and your team work on over the last two weeks? Why?**

*We’d love to hear about your decision-making, the technologies (ie. cloud services, hardware, and software) you’ve been using, why you’ve adopted them, modifications or hacks you’ve had to create, prototyping and testing, and anything you’d like to share about your current in-progress deliverables.*

We’ve been refining the visualizer! This included working to get Bain as an example and working on the UX.

We’ve finalized the visualizer. There are now two versions. One with the FSA color image and another with Bain. We finalized adjustments including:

* Linked the images to LOC rather than self-hosting.
* Adding information about the annotations when one hovers over the Annotation Type.
* Adding [?] to parts of the visualizer to explain features
* Adjusted colors to make sure they were clearer. For example, the annotation buttons shared a color with the results of the panoptic segmentation. This suggested that they were the same concept visually when in face they are totally separate. It also worked against the visual message of the box around Panoptic Segmentation, which was there to indicate that it was sepreate.
* Clearer distinction between the Archival Data from the Computer Vision Annotations. Previous versions didn’t make that distinction clearer and we didn’t want the kinds of data (and who created them) to be confused.
* Added a description of ADDI and links to additional resources.
* Streamlined and cleaned the javascript and CSS to make sure the code is clearer.

We’ve also begun taking our notes and analysis and organizing them into the Methods Paper and Data Analysis paper.

1. **What are your plans for the next two weeks? What excites you about those plans?**

Finalizing the visualizer!

### Obstacles/Needs

1. **What barriers, if any, have you encountered over the past two weeks? Were these barriers expected?**

*Examples: unexpected costs; API limitations; organizational barriers; data issues; technical gaps or challenges; collections knowledge.*

There weren’t barriers. We’ve been working through this for months, so now in the part of refining and finalizing.

1. **What would resolve these barriers (or would have resolved them, in retrospect)?**

*We’d love to know what you need help with! This is an opportunity for LC staff to learn from you about how to best support this work going forward.*

1. **What changes, if any, do you anticipate to your proposed timeline? Why?**

*Do you expect any significant blockers to your progress?*

None at the moment.

### Reflection

1. **What happened over the last two weeks that was particularly thought-provoking?**

*Examples: surprises; places where help from Library staff was critical; incorrect assumptions; things you learned; things that, in retrospect, you wish you’d known.*

It’s fun to see this coming together!

1. **Anything else you’d like to add?**