

Step 1: Interview

In preparation for the ARL Digital Scholarship Institute, we are asking participants to investigate digital scholarship that already exists on their campus. We will discuss your findings during the first day of the institute, and ask that all participants come prepared to share your discoveries.

Specifically, we are asking you **to find a digital scholarship project at your institution and interview the lead researcher or instructor about the project**. The project that you select should be a completed project or a project that is nearing completion. It is acceptable to choose either a research project or an instructional project. We invite you to interpret “digital” broadly and select projects with a significant digital component at any point in the research life cycle (e.g., research methods enhanced by automation or teaching that results in students presenting their work online).

This can be an informal interview over coffee or a virtual meeting if the individual is out of town for the summer. Some of the things that you may want to ask about are:

- What technologies and skills were involved in the project?
- Who was involved in the project? (Prompt the researcher to think broadly about all collaborators involved and who, in retrospect, was perhaps missing.)
- What was the timeline for the project’s development and completion?
- If the project has data or digital components that require long-term maintenance, who is involved in managing that maintenance?
- What was successful about the project and what would the researcher/instructor do differently?

To inform your information gathering, you may wish to consult one of the following publications:

How to Evaluate Digital Scholarship? by T. Presner (2012):

<http://journalofdigitalhumanities.org/1-4/how-to-evaluate-digital-scholarship-by-todd-presner/>

Sustaining Digital Humanities Toolkit by N. Maron and S. Pickle (2014):

<http://www.sr.ithaka.org/publications/sustainability-implementation-toolkit/#assess-landscape>

(focus on Step 1)

Step 2: Prepare Summary

Each attendee will prepare **an overview of their interview** (see step 1) and **submit it in advance by July 19, 2019**. In the overview, identify the following:

- A brief description on your role and title and how you currently foster or will be poised to foster digital scholarship at your institution;
- A summary of the digital project that you investigated through your interview with its lead researcher or instructor
- Your assessment of that project's successes and challenges
- Your recommendations of how the project could have addressed some of its challenges and any other collaborators on your campus who you or the interviewee think could have improved the project.

Please be concise in this overview while maintaining key elements of the project you investigated. A one-page summary (in Word or PDF) with bullet points and images (if appropriate) is all that is necessary.

On July 29 (first day of DSI), each participant will share their findings within a small group and collaboratively prepare responses or identify concepts related to a given prompting question. As a team, each group member will introduce themselves and provide a 5 minute summary of their culminating discussion, citing project examples when appropriate.

Step 3: Submit Summary

Once your summary is ready for submission, navigate to this drop box folder, <https://drive.google.com/open?id=18Wj2gkzEeuJwiWpl3kvv-lm70mDZLTz7>, and upload your word or pdf file.

Please follow this naming convention: **last name_title of digital project**

Remember to submit the overview **by July 19, 2019**.