

Ten Questions To Ask Before Starting Your Collections as Data Project

1. Does the language of your organization's collection deeds of gift or purchase agreements allow for providing access to collection content in the form of data?
2. Are your organization's rights statements and license statements consistent and clear?
3. Have you defined your terms, such as "original dataset" "derivative dataset" "computational analysis" "data holdings" "data models"?
4. Do you have an inventory or survey of your current data holdings?
5. Have you identified potential users of your collections datasets? Do you have statistics tracking demand for data in and about your collections?
6. Have you considered potential research outcomes using your Collections Datasets?
7. Have you identified potential champions within your organization, and people who have skills or positions to do the Collections as Data work?
8. What are the export capabilities of your current data management systems?
9. Have you identified a discrete dataset, one that is intentionally useful in terms of size and complexity?
10. Is the metadata in a publishable form? If not, will you incorporate this step into the action plan?