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| **Title** | Assessment Committee work plan 2013 |  |
| **Version** | 1 |
| **Author(s)** | Peter Wittenburg, Dieter Van Uytvanck |
| **Date** | 2013-06-05 |
| **Status** | Early draft for discussion |
| **Distribution** | Assessment Committee |
| **ID** | CE-2013-0165 |

# Overview chart

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|   | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** |
| Define Assessment workflow |   |   |   |   |   |   |   |   |   |   |   |   |
| Assessment workshop |   |   |   |   |   |   |   |   |   |   |   |   |
| Assessment wave 1 |   |   |   |   |   |   |   |   |   |   |   |   |
| Analysis first wave |   |   |   |   |   |   |   |   |   |   |   |   |
| Assessment wave 2 |   |   |   |   |   |   |   |   |   |   |   |   |

# Details

## Define Assessment workflow

Summary: Agreeing on a working process to perform the assessments by the committee members. Creation of an assessment form.

Responsible: Peter Wittenburg

## Assessment workshop

Summary: organize a workshop on the center assessment procedure; have a common meeting of the center committee and the assessment committee. Can be combined with a Federated Content Search workshop.

Responsible: Lene Offersgaard, , Peter Wittenburg

## Assessment wave 1 + 2

Summary: 2 batches of requests for center assessments, to be sent to the Assessment Committee. In parallel requests to acquire the Data Seal of Approval.

Responsible: Peter Wittenburg, Lene Offersgaard, Dieter Van Uytvanck

## Analysis first wave

Summary: look at the outcomes of the first assessment wave, formulate improvements for the next waves, interact with the centre committee and the assessed centres.

Responsible: Peter Wittenburg