






ID		Task Name	Start	Finish	Duration	Resource Names	Predecessors
1		Planning and Management	Tue 9/3/13	Fri 11/28/14	324 days?		
2		Project Assessment and Planning	Tue 9/3/13	Tue 4/8/14	156 days?		
46		Define intellectual property rights	Tue 4/1/14	Fri 10/31/14	154 days?	Adrian	
47		In-person meeting in UK with stakeholders to assess progress	Mon 11/24/14	Fri 11/28/14	5 days		
48		Transcription Integration (Cummings)	Wed 10/2/13	Mon 9/1/14	239 days?		
49		Wisnicki-Cummings TEI Planning Telecon	Thu 10/3/13	Thu 10/3/13	1 day	James,Adrian	
50		Document Analysis of existing TEI P4 Files	Wed 10/2/13	Mon 10/21/13	14 days	James	
51		Review of existing coding manuals	Tue 10/15/13	Mon 10/21/13	5 days	James	
52		Document Analysis of existing TEI P5 Files	Tue 10/22/13	Fri 11/1/13	9 days	James	51
53		Produce analysis of survey for comment	Tue 11/12/13	Fri 11/29/13	14 days	James	50
54		Project Comments on Survey	Mon 12/2/13	Thu 12/12/13	9 days	Adrian,Lisa	53
55		Survey Telecon	Fri 12/13/13	Fri 12/13/13	1 day?		54
56		Produce schema for comment	Mon 2/3/14	Fri 2/21/14	15 days	James	55
57		Revise draft LEAP TEI P5 ODD customisation file (documentation & meta-schema)	Mon 3/24/14	Fri 4/11/14	15 days	James	56
58		Develop template for TEI coding	Mon 4/14/14	Fri 4/18/14	5 days	James	57
59		Transcription Kickoff Meeting	Mon 4/21/14	Mon 4/21/14	1 day?	Scholars	58
60		Encode samples of Diary I	Mon 4/21/14	Fri 5/9/14	15 days	Scholars	58
61		Update encoding guidelines/schema stored in LEAP TEI P5 ODD customisation; regei	Mon 5/12/14	Fri 5/23/14	10 days	James	60
62		Remote tutorial on TEI P5 ODD customisation for interested project members	Mon 5/26/14	Mon 5/26/14	1 day	James	60,61
63		Rename P4 & P5 XML Files before conversion	Mon 3/17/14	Mon 4/28/14	31 days		159,144
64		Initial conversion of TEI P4 files	Mon 6/2/14	Thu 7/3/14	24 days	James	63
65		Initial conversion of TEI P5 files and canonicalization of all LEAP files	Fri 7/4/14	Fri 8/1/14	21 days	James	64
66		Review results of conversion & re-asses LEAP TEI P5 ODD customisation; produce e:	Mon 8/4/14	Mon 9/1/14	21 days	James,Adrian,Lisa,Brian	65
67		Digitization	Tue 10/15/13	Wed 10/1/14	252 days?		
68		Develop and Coordinate Digitization and Schedule in Scotland	Tue 10/15/13	Fri 10/18/13	4 days?	Adrian,Mike	
69		Conservation Assessment & Documentation from DLC	Tue 1/14/14	Tue 4/8/14	61 days?	DLC	
70		Transfer bulk of manuscripts from DLC to U Glasgow	Tue 4/8/14	Tue 4/8/14	0 days?	DLC,Glasgow	69
71		Initial Imaging, distro & evaluation of first batch of manuscripts	Tue 4/8/14	Tue 4/8/14	0 days?	Glasgow,Lisa	70
72		Digitization status teleconference	Tue 4/8/14	Tue 4/8/14	0 days?	Glasgow,Adrian,Mike	71
73		Digitization of materials from DLC (2,500 pages) & transfer to DLC	Mon 4/14/14	Fri 8/1/14	80 days?	Glasgow	71
74		Digitization Progress Review	Wed 4/16/14	Wed 4/16/14	1 day	Adrian,Lisa,Brian,Mike	
75		QA of DLC Images	Mon 4/14/14	Mon 9/1/14	101 days		
76		Manuscripts returned to DLC	Mon 8/4/14	Mon 8/11/14	6 days?	Glasgow,DLC	73
77		Revised list of digitized materials from NLS (1,000 pages)	Mon 10/21/13	Fri 11/29/13	30 days?	NLS	68
78		Transfer of TIFF images from NLS to UNL	Mon 4/14/14	Fri 5/2/14	15 days?	NLS,Kate	77
79		Create metadata files for legacy image data	Mon 1/6/14	Mon 2/17/14	31 days		
80		Integrate DLC and NLS image data and metadata	Mon 8/4/14	Wed 10/1/14	43 days		73FF,78,75FF
81		Organize TIFF data according to new directory structure	Mon 8/4/14	Wed 10/1/14	43 days?		78,73
82		Website Development (UCLA)	Fri 11/1/13	Mon 9/5/16	742 days?		

ID		Task Name	Start	Finish	Duration	Resource Names	Predecessors
83		Site development & Islandora streamlined functionalities	Fri 11/1/13	Fri 5/8/15	396 days?		
84		Website	Fri 11/1/13	Fri 3/14/14	96 days?		
89		Redesign	Fri 11/1/13	Fri 5/8/15	396 days?		
90		Identify model sites	Fri 11/1/13	Fri 11/29/13	21 days	Adrian,Megan,Angela	
91		Key site characteristic meeting #1	Mon 12/2/13	Fri 12/6/13	5 days?	Adrian,Megan,Angela	
92		Characteristic feasibility/translation meeting #2	Mon 12/9/13	Fri 12/13/13	5 days?	Adrian,Megan,Angela	
93		Meeting to define key site elements	Mon 1/13/14	Fri 1/17/14	5 days	Adrian,Megan,Angela	
94		Level 1,2,3 Mockups	Mon 1/20/14	Fri 8/8/14	145 days?		93
95		Level 1 Initial Mockup and Discussion	Mon 1/20/14	Fri 2/7/14	15 days?	Adrian,Megan,Angela,Ashanka	
96		Level 1 Final Mockup and Discussion	Mon 2/10/14	Thu 3/13/14	24 days?	Adrian,Megan,Angela,Ashanka	95
97		Level 1, Implement Mockup	Fri 3/14/14	Mon 6/2/14	57 days?	Kristian,Parinita[20%],Lisa	96
98		Level 1, Scholars Review and Provide Notes	Tue 6/3/14	Wed 6/11/14	7 days?	Adrian,Megan,Angela	97
99		Level 1, Implement Revisions	Thu 6/12/14	Wed 7/2/14	15 days?	Kristian,Parinita[20%],Lisa	98
100		Level 2 Initial Mockup and Discussion	Mon 1/20/14	Fri 2/7/14	15 days?	Adrian,Megan,Angela,Ashanka	
101		Level 2 Final Mockup and Discussion	Mon 2/10/14	Thu 3/13/14	24 days?	Adrian,Megan,Angela,Ashanka	100
102		Level 2, Implement Mockup	Fri 3/14/14	Wed 6/25/14	74 days?	Lisa,Parinita[20%],Kristian	101
103		Level 2, Scholars Review and Provide Notes	Thu 6/26/14	Fri 7/4/14	7 days?	Adrian,Megan,Angela	102
104		Level 2, Implement Revisions	Mon 7/7/14	Tue 7/15/14	7 days?	Lisa,Parinita[20%],Kristian	103
105		Level 3 Initial Mockup and Discussion	Wed 2/19/14	Thu 3/13/14	17 days?	Adrian,Megan,Angela,Ashanka	101
106		Level 3 Final Mockup and Discussion	Fri 3/14/14	Wed 4/30/14	34 days?	Adrian,Megan,Angela,Ashanka	105
107		Level 3, Implement Mockup	Wed 7/16/14	Wed 7/23/14	6 days?	Lisa,Parinita[20%],Kristian	106
108		Level 3, Scholars Review and Provide Notes	Thu 7/24/14	Wed 7/30/14	5 days	Adrian,Megan,Angela,Ashanka	107
109		Level 3, Implement Revisions	Thu 7/31/14	Fri 8/8/14	7 days	Lisa,Parinita[20%],Kristian	108
110		Levels 4 and 5 Design and Implement	Thu 5/1/14	Thu 1/8/15	181 days?		
111		Level 4, Initial Mockup and Design	Thu 5/1/14	Thu 5/15/14	11 days	Adrian,Megan,Angela,Ashanka	106
112		Level 4, Final Mockup and Design	Thu 6/26/14	Thu 7/3/14	6 days?	Adrian,Megan,Angela,Ashanka	111
113		Level 4, Implement Mockup	Fri 7/4/14	Fri 8/1/14	21 days?	Lisa,Parinita[20%],Kristian	112
114		Level 4, Scholars Review and Provide Notes	Mon 8/4/14	Thu 9/4/14	24 days	Adrian,Megan,Angela	113
115		Level 4, Implement Revisions	Fri 9/5/14	Thu 9/25/14	15 days?	Lisa,Parinita[20%],Kristian	114
116		Level 5, Plan	Fri 7/4/14	Thu 8/7/14	25 days?	Adrian,Megan,Angela,Ashanka	112
117		Level 5, Development	Fri 8/8/14	Thu 11/6/14	65 days?	Adrian,Megan,Angela,Ashanka	116
118		Level 5, Implement Alpha	Fri 11/7/14	Thu 1/8/15	45 days?	Lisa,Parinita[20%],Kristian	117
119		Search Engine Optimization	Fri 1/9/15	Thu 1/22/15	10 days		118
120		Usability Testing	Fri 1/9/15	Fri 2/6/15	21 days?	Adrian,Megan,Angela	118
121		Usability Revision	Mon 2/9/15	Thu 5/7/15	64 days?	Lisa,Parinita[20%],Kristian	120
122		Beta Release	Fri 5/8/15	Fri 5/8/15	1 day?		121
123		Add missing site pages from live and text sites ID'd by Adrian & Megan	Mon 3/17/14	Tue 4/8/14	17 days?	Adrian,Kristian	109
124		Critical Materials	Mon 12/2/13	Fri 10/31/14	240 days?		
125		Evaluate existing site essays; identify essays to 1. edit, 2. remove, 3. consoli	Mon 12/2/13	Fri 12/20/13	15 days?	Adrian,Megan	

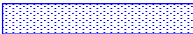
ID		Task Name	Start	Finish	Duration	Resource Names	Predecessors
126	✓	Phase 1 (AW) - draft Project History, Acknowledgments, Major Works/Bibliography	Mon 2/3/14	Tue 4/8/14	47 days	Adrian	125
127	✓	Phase 1 (MW): staff list, review collaborating institutions, revise Contexts essays	Mon 2/3/14	Tue 4/8/14	47 days	Megan	125
128	✓	Phase 1 (MW): revise Contexts essays in Word docs.	Mon 2/3/14	Tue 4/8/14	47 days	Megan	125
129	✓	Phase 2: About pages x 2, (AW) Ms Legacy, (AW) CC Cats, (MW) Murray E.	Wed 4/9/14	Wed 4/30/14	16 days	Adrian,Megan	128
130	✓	Phase 3: Finalize Contexts essays, restore/supplement essay images, add a	Thu 5/1/14	Thu 5/29/14	21 days	Adrian,Megan	129
131	✓	Research/write short essays and add further reading	Fri 5/30/14	Fri 10/31/14	111 days	Adrian,Megan,Chris,Heather,Kate	130
132	✓	Website development review telecon	Mon 6/23/14	Mon 6/23/14	1 day?		
133	✓	Development of site & conclude streamlined functionalities	Tue 6/24/14	Fri 11/28/14	114 days?		132
134	✓	Documentation	Tue 6/24/14	Fri 11/28/14	114 days?		
135	✓	Develop initial LEAP project narrative; add images	Tue 6/24/14	Fri 11/7/14	99 days?	Adrian	
136	✓	Assemble project materials for download	Tue 6/24/14	Fri 11/7/14	99 days?	Adrian	
137	✓	Review narrative, images, downloads	Tue 6/24/14	Fri 11/7/14	99 days	Megan	
138		UK & US stakeholder updates	Mon 11/10/14	Fri 11/28/14	15 days	TBD	137
139		Continue and conclude development of site based on beta web release of new site	Mon 5/11/15	Mon 9/5/16	346 days		122
140		Stakeholders and Advisory Board provide input on beta website	Mon 5/11/15	Wed 7/8/15	43 days		122
141		Website and Program Review at UCLA	Thu 7/9/15	Wed 7/15/15	5 days		140
142		Web release of revised site, transcribed Diaries and Journal, and critical materials	Thu 9/1/16	Thu 9/1/16	1 day		
143	✓	Scholarship	Mon 11/4/13	Fri 8/26/16	735 days?		
144	✓	"Sort out" legacy transcriptions and manuscript data	Mon 11/4/13	Fri 1/31/14	65 days?	Adrian,Lisa,Brian	
145	✓	Correlate legacy manuscript image data with MySQL metadata	Mon 12/2/13	Fri 2/28/14	65 days		
146	✓	Correlate legacy transcriptions with MySQL metadata	Mon 12/2/13	Fri 3/14/14	75 days		
147	✓	Review correlated legacy image data	Mon 3/17/14	Mon 3/17/14	1 day?		146
148	✓	Review correlated legacy image transcriptions	Mon 3/3/14	Mon 3/3/14	1 day?		145
149	✓	Deliver digitization products to scholar(s)	Mon 4/28/14	Wed 6/4/14	28 days		73FF,71
150	✓	Transcription and encoding of Field Diaries I, II, and III and Unyanyembe Journal	Mon 5/26/14	Fri 10/31/14	115 days	Adrian,Scholars	61
151		Transcription and encoding of Field Diaries IV, V, and VI and Unyanyembe Journal	Mon 11/3/14	Fri 4/24/15	125 days	Adrian,Scholars	150
152		Transcription and encoding of Field Diaries VII, X, and XIV and Unyanyembe Journal	Mon 4/27/15	Fri 9/25/15	110 days	Adrian,Scholars	151
153		Transcription and encoding of Field Diaries XV, XVI, and XVII and Unyanyembe Journal	Mon 9/28/15	Fri 3/25/16	130 days?	Adrian,Scholars	152
154	✓	TEI Encoding review of Field Diary and Unyanyembe Journal transcriptions (iterative)	Mon 5/12/14	Wed 3/2/16	413 days		60
155		Research for introductory and critical materials for Diaries and Journal	Mon 3/30/15	Fri 8/28/15	110 days?		
156		Begin writing introductory and critical materials for Diaries and Journal	Mon 8/31/15	Fri 2/26/16	130 days?	Adrian,Scholars	155
157		Continue and conclude writing introductory and critical materials for Diaries and Journal	Tue 3/1/16	Fri 8/26/16	129 days?	Adrian,Scholars	156
158	✓	Data Ingest and Hosting	Thu 11/14/13	Tue 9/5/17	994 days?		
159	✓	UCLA Review UNL CDRH File Naming Convention with Brian by early Feb	Thu 11/14/13	Fri 1/31/14	57 days?	Lisa,Brian	
160	✓	Data integration kickoff meeting	Tue 4/8/14	Tue 4/8/14	0 days	Adrian,Lisa,Brian	27,28
161		Ingest MODS to Islandora	Mon 8/4/14	Fri 8/7/15	265 days	Lisa,UCLA	160
162		Image Cropping	Mon 8/10/15	Mon 9/7/15	21 days?		73FF,78,161
163		Rename TIFFs to new filename Scheme	Tue 9/8/15	Mon 11/9/15	45 days	Frank	162
164		Handover Legacy TIFFs from UNL to UCLA	Tue 11/10/15	Wed 11/11/15	2 days	Adrian,Lisa	163

ID		Task Name	Start	Finish	Duration	Resource Names	Predecessors
165		Ingest Legacy TIFFs to Islandora	Thu 11/12/15	Fri 11/20/15	7 days	Lisa,UCLA	164
166		Test Sample TEI in Islandora	Tue 9/8/15	Thu 9/24/15	13 days	Lisa,UCLA	64,65,162
167		Data organization status review	Fri 9/25/15	Fri 9/25/15	1 day?	Adrian,Lisa	166
168		Data integration planning review	Fri 9/25/15	Fri 9/25/15	1 day?	Adrian,Lisa	166
169		Create Descriptive Metadata with authority names	Fri 9/25/15	Tue 10/6/15	8 days	Lisa	166
170		Ingest metadata into image TIFF headers and with images	Wed 10/7/15	Mon 10/19/15	9 days	Lisa	169
171		Ingest DLC & NLS data through Islandora (TEI, MODS & TIFF)	Tue 10/20/15	Fri 11/27/15	29 days	Lisa,UCLA	170
172		Create MD5 checksums for all files and compare after ingest	Wed 10/7/15	Tue 9/5/17	500 days	Lisa,UCLA	169
173		Ongoing ingest of data into Islandora (New Transcriptions & Images)	Mon 8/10/15	Fri 8/5/16	260 days	Lisa,UCLA	161
174		Source Data Access	Mon 9/28/15	Mon 4/4/16	136 days		
175		Create TXT Metadata	Mon 9/28/15	Mon 10/26/15	21 days	Adrian,Lisa,Brian	168
176		Develop ability to download manuscript through normal Islandora (.zip w/ TIFFs, XMLs)	Mon 9/28/15	Thu 11/26/15	44 days	Lisa,UCLA	168
177		Generate standard Readme File for each Package for self documentation	Fri 11/27/15	Mon 11/30/15	2 days		176
178		Add .zip for all TEI XMLs in collection	Tue 12/1/15	Wed 12/30/15	22 days	Lisa,UCLA	177
179		Add .zip for all MODS XMLs in collection	Fri 11/27/15	Mon 12/28/15	22 days	Lisa,UCLA	176
180		Data Access Review of methods for providing access to large numbers of TIFFs, jpeg	Tue 12/29/15	Mon 4/4/16	70 days	Lisa,Adrian	179
181	✓	Outreach	Fri 11/1/13	Fri 1/15/16	576 days?		
182	✓	Preparation of outreach teacher packs; first phase of outreach	Fri 11/1/13	Fri 11/28/14	281 days?	Kate,Martha	
183	✓	Texts for 10 topics: initial focus Global citizen and African animals (also identifying	Fri 11/1/13	Mon 4/14/14	117 days?	Kate,Megan	
184	✓	Complete report of prepilot for Megan and Martha to correct.	Fri 11/1/13	Mon 4/14/14	117 days?	Kate	
185	✓	Identify objects and establish what needs photographed (possibly with assistance	Fri 11/1/13	Mon 4/14/14	117 days?	Martha	
186	✓	Discuss outreach section of website with web design team	Mon 6/2/14	Fri 8/29/14	65 days?	Megan	198
187	✓	Create template design options for worksheets, by dec 16th?, liaise with Martha, i	Mon 12/2/13	Mon 4/14/14	96 days?	Kate	
188	✓	Skype call Kate, Megan and Martha if possible to review progress	Mon 12/2/13	Mon 4/14/14	96 days?	Kate,Martha,Megan	
189	✓	Review template design options for worksheets, liaise with Kate, meeting at DLC	Mon 12/2/13	Mon 4/14/14	96 days?	Megan	
190	✓	Review Kate's initial report.	Mon 12/2/13	Mon 4/14/14	96 days?	Martha,Megan	
191	✓	Early January final cut for texts, images and objects.	Mon 2/3/14	Fri 4/25/14	60 days?	Kate,Martha,Megan	
192	✓	Create mockups - rough draft	Mon 2/17/14	Fri 4/25/14	50 days?		
193	✓	Review mockups and ensure curriculum guidelines	Fri 4/18/14	Tue 7/15/14	63 days?		
194	✓	Refine and complete mockups for Phase One	Fri 4/18/14	Tue 7/15/14	63 days?		
195	✓	Finalize image-text-object choices via Skype or Google hangout meeting	Mon 1/6/14	Mon 4/14/14	71 days?	Kate,Martha,Megan	
196	✓	Report of prepilot to Adrian.	Mon 1/20/14	Mon 4/14/14	61 days?	Kate	
197	✓	Set date for worksheet trial at Calderside	Mon 3/17/14	Fri 4/25/14	30 days?		
198	✓	Organize worksheet trial at Calderside	Tue 4/1/14	Fri 5/30/14	44 days?		
199	✓	Refine worksheets based on feedback from trial at DLC	Fri 5/16/14	Mon 6/16/14	22 days?		
200		Keep in touch with web design	Mon 9/1/14	Tue 9/30/14	22 days?	Megan	186
201	✓	Update and review compliance matrix	Mon 1/6/14	Mon 4/14/14	71 days?	Megan	
202	✓	Arrange any photography that needs taken	Mon 4/14/14	Mon 4/28/14	11 days?	Kate	
203	✓	Check usage rights for photographs (of children in classrooms, of objects from DL	Tue 4/1/14	Wed 4/30/14	22 days?	Kate	

ID		Task Name	Start	Finish	Duration	Resource Names	Predecessors
204		Set October date for teacher publicity event in coordination with DLC	Mon 3/17/14	Fri 4/25/14	30 days?		
205		Plan teacher publicity event in coordination with DLC	Fri 3/28/14	Tue 9/30/14	133 days?		
206		Host teacher publicity event	Thu 5/15/14	Fri 10/31/14	122 days?		
207		Final arranging of worksheets. Print example packs. Arrange introduction lecture	Fri 4/25/14	Fri 10/31/14	136 days?	Kate	
208		Contact National Museums Scotland, TradeAid and British Council to begin disse	Mon 3/3/14	Fri 11/28/14	195 days?	Kate	
209		Develop student Top 5 list	Wed 10/1/14	Fri 10/31/14	23 days?	Kate	
210		Begin to plan phase 2 of pilot: other parts of Scotland and UK?	Mon 11/3/14	Mon 12/15/14	31 days	Kate,Megan	
211		Progress review. Check if themes will work outside UK.	Mon 3/2/15	Wed 4/15/15	33 days?	Megan	
212		Follow up on teacher interest generated at publicity event to schedule classroom activ	Mon 9/1/14	Mon 9/15/14	11 days?		
213		Design US pilot	Mon 1/5/15	Mon 3/2/15	41 days?	Megan	
214		Outreach / pen pal program to Zambia / Tanzania	Mon 1/5/15	Mon 3/2/15	41 days?	Megan	
215		Deliver outreach packs (10 themes) for website	Wed 12/30/15	Fri 1/15/16	13 days?	Megan	
216		Outreach report and resources released on site; design US pilot; explore outreach to S	Mon 3/16/15	Mon 3/30/15	11 days?		
217		Dissemination Plan	Mon 9/2/13	Thu 12/1/16	849 days?		
218		Smithsonian Associates Lecture	Tue 10/21/14	Tue 10/21/14	1 day?	Mike,Adrian	
219		Social Media Tasks	Mon 9/2/13	Thu 3/12/15	399 days		
220		Social media planning & research	Mon 9/2/13	Fri 9/27/13	20 days		
221		Begin Listserves promoting account	Mon 1/5/15	Thu 3/12/15	49 days		
222		Blog	Mon 9/2/13	Fri 3/27/15	410 days?		
223		Create Account	Mon 9/2/13	Fri 9/27/13	20 days		
224		Post to Account	Tue 4/1/14	Fri 3/27/15	259 days?		
225		Twitter	Mon 9/2/13	Fri 3/27/15	410 days?		
226		Create Account	Mon 9/2/13	Mon 9/2/13	1 day?		
227		Post to Account 3 times per week	Mon 5/5/14	Fri 3/27/15	235 days?		
228		Begin following major users	Mon 5/5/14	Fri 7/25/14	60 days?		
229		Promote Blog	Mon 5/5/14	Fri 6/27/14	40 days?		
230		Add Twitter Follow Button to main site	Mon 5/5/14	Mon 5/5/14	1 day?		
231		Media Promotion	Mon 9/2/13	Mon 3/2/15	391 days?		
232		Have project partners promote our site	Mon 9/2/13	Mon 9/2/13	1 day?		
233		Publicity campaign begins	Mon 10/6/14	Mon 1/5/15	66 days?		
234		Begin working with print/broadcast media to promote LO	Mon 12/1/14	Fri 1/30/15	45 days?		
235		Build press kits	Mon 12/1/14	Fri 1/30/15	45 days?		
236		NLS Materials for 1.5 year milestone	Mon 3/2/15	Mon 3/2/15	1 day?		
237		Submit Livingstone Online site as a whole to NINES for inclusion	Fri 9/2/16	Tue 11/29/16	63 days	Adrian	142
238		Use RDF to further disseminate Livingstone Online materials	Thu 9/1/16	Thu 12/1/16	66 days	Adrian	
239		Solicit formal reviews of site from journals	Fri 9/2/16	Tue 11/29/16	63 days	Adrian	142

Project: Livingstone NEH LEAP June :
Date: Sun 7/6/14

Task



Split



Progress



Milestone



Summary



Project Summary



External Tasks



External Milestone



Deadline

