

1. Staff

The team has undertaken testing of the project software.

2. Data standards

The mapping between NCA/NDAD and AACR2 fields for authority records has been completed, and the specification for the input tables has been drawn up.

3. FLD creation

A total of 73 descriptions were created and checked in the first two weeks of March¹ (more than 9 per person week). Progress is good.

A further batch, of records 100-200, has been passed to NLW Archival Data section for checking.

4. Software

The software has been transferred from UCL, tested, and installed on the ANW server. The main input sections are running; work is continuing on the authority record and other parts of the system. It is likely to be used as the main input system at the end of April.

Work will then commence on migrating the various existing datasets into the system, and setting up the exchange procedures for inputting and outputting data in formats required by the Project Partners.

Once the ANW system is running, authority records for names and places will be created as part of the FLD process. Subject headings will be dealt with as a single exercise in order to maximise consistency.

¹ Checking of the subsequent two weeks is currently in progress. The visits to ANW partners took up much of PM time in March, so checking had been deferred.

5. Website

The final comments on the test site have been passed to the web designer, and it will go live later in April.

6. Liaison with project partners

Visits to the ANW partners were conducted in March; almost all of partners were visited, and the exercise proved very useful in clarifying the strategy and practicalities of the project, and the information required from the partners. The repositories are now preparing their lists of fonds to be dealt with by the project so that the availability of finding aids can be checked.

In the course of the visits it became clear that almost all had recently acquired CALM or were about to. As a result, the main data exchange issues will be ANW <> EAD and ANW <> CALM (possibly via EAD).

7. Logistics

The ANW team is receiving all necessary support from NLW; the work on transferring, installing and customising the software has been carried out by the NLW Computing Section with great efficiency.

8. Outreach and publicity

A short article will be prepared for the ARC newsletter in April. One has been written for *Y Gen/The Gen* (NLW in-house magazine). The article in *Y Ddolen* has been published.

The Project Manager has joined the Archives Awareness Month working party of ACW.

9. Budget and finance

The project is running on budget. The HLF claim forms have been drawn up ready for the first application. The invoicing for partner contributions has gone smoothly; the payment schedules were varied to suit some of the partners, by advancing payment.

10. National meetings

A further meeting about common standards for UK archive networks was attended, clarifying the role of UKAT as a mapping between LCSH and UNESCO, and emphasising the significance of ISAARCPF and EAC. The working group is now preparing a protocol.

11. Project Board

ACW met as the Project Board on 28/3/03. The main issues discussed were: frequency of PMG meetings; ANW launch as part of Archives Awareness Month; promotion of ANW to the library sector. Minutes of the meeting have been circulated.