

**Adroddiad i'r Grwp Rheolaeth Prosiect
Report to Project Management Group**

Martin Locock

1. Meetings attended

6/10/04 Visits to West Glamorgan Archive Service and Glamorgan RO
13/10/04 Visit from Sam Searle, National Library of New Zealand

2. Staff

The team is continuing to work to target.

3. FLD creation

Currently there are 603 fonds records live on the website (plus five sub-fonds descriptions). A further 150 Glamorgan records and 100 NLW records are awaiting final editing before making live.

The database currently holds 3,020 records, of which 842 are awaiting checking by partners and 496 are awaiting checking by the Project Manager. The access points include 4,088 corporate names, 1,342 places, 2,436 personal names and 6,043 subjects.

Partner	Target no. FLDs	Live	To be checked by partner	To be checked by Project Manager
NLW	813	123	129	204
Anglesey	150	178	0	0
Carmarthenshire	272	(24)	274	0
Conwy	27	37	0	0
Ceredigion	77	(4)	108	0
Flintshire	137	(33)	178	0
Denbighshire	142	(27)	160	0
Glamorgan	649	(37)	196	100
Gwent	680	(25)	0	318
Gwynedd	436	(36)	0	277

The creation of records for Anglesey, Conwy, Carmarthenshire, Ceredigion and Flintshire is complete. Work on Gwent's catalogues will proceed when further catalogues are supplied in November; it may be necessary to move on to Pembrokeshire. Work on Gwynedd is continuing, and copies of the remaining catalogues have been supplied; Caernarfon is nearly complete and work has started on Meirionydd.

Batches of records for NLW and Glamorgan, and all of Ceredigion, Carmarthenshire, Denbighshire and Flintshire records, have been submitted to partners for checking prior to going live.

4. Software

The revised and fully bilingual admin screens were successfully migrated, and at the same time public and admin searching was enhanced with the introduction of the Combined Index search. Intensive work on the presentation format for access points has been undertaken, so that users see the main (AACR2 rules compliant) term, followed by ISAAR(CPF) or other additional contextual information.¹

One feature of the new admin pages is that each partner can now view the usage statistics relating to their collections; this information can be customised to cover different reporting periods and types of information.

5. Website

Period	Key statistics			English page hits	Welsh page hits	Unique users	Sessions/user
	Total hits/month	User sessions	Average hits/session				
2003							
September	35,589	1,555	22.9	31,389	4,200	1,081	1.44
October	35,120	1,853	19.0	33,086	2,034	1,437	1.29
November	35,234	2,357	14.9	32,112	3,122	1,434	1.64
December	30,032	2,359	12.7	27,149	2,883	1,583	1.49
2004							
January	45,004	3,156	14.3	40,682	4,322	2,326	1.36
February	55,548	2,952	18.8	50,338	5,210	2,386	1.24
March	87,020	4,561	19.1	75,184	11,836	2,359	1.93
April	98,471	6,407	15.4	80,847	17,624	2,810	2.28
May	114,132	6,438	17.7	93,306	20,826	2,926	2.20
June	188,484	7,093	26.6	144,981	43,503	3,007	2.36
July	172,301	9,488	18.2	124,067	48,234	3,783	2.51
August	171,348	8,686	19.7	121,583	49,765	3,115	2.79
September	212,152	7,268	29.2	153,504	58,648	3,500	2.08
October	215,710	9,618	22.4	164,910	50,800	4,604	2.09

Since going live, the website has had over 1.5million hits, in 75,000 sessions, by 37,000 unique users. The usage rates continue to grow by all measures, and are likely to increase further as more data is released. In October, the proportion of web crawler sessions dropped, and there were 59% human users. The relatively high web profile of ANW's small dataset is mainly a product of the AIM25 system architecture which means that all content can be reached from hard html links (rather than typed queries) and therefore forms part of the 'surface web', readily indexed by search engines.

6. Outreach and publicity

¹ The fundamental difference between the AACR2 and NCA/ISAAR(CPF) formats is that AACR2 is based on the principle of providing the minimum of information necessary to identify an entry uniquely, while ISAAR(CPF) encourages the inclusion of all relevant information that is available, additional to that required for uniqueness.

The meeting with Huw Evans of CyMAL to discuss outreach to libraries has been re-scheduled.

7. Budget and finance

Quarterly budget, October-December 2004

	Projected	Actual to date
EXPENDITURE		
Project Manager	8800	2933
Project Officers 1-4	23889	7983
Project Officer	6181	2060
Travel & Subsistence	186	0
Equipment	0	0
Software	0	0
System Development	0	0
ICT Support	313	0
Administrative Support	325	0
Training	300	0
Publicity & Marketing	0	0
INCOME		
NLW	0	
Other partners	0	
HLF Grant (74%)	31883	

Three partners have paid their full contribution for the project previously. Six partners so far have been invoiced for their contributions for the current financial year. Ten have not yet been invoiced.

The claim for July to September included IT support costs provided by NLW.

8. National meetings

None.

9. Project Management Group and Project Board

The next PMG will be a video conference on 11th January, at NLW, Aberystwyth, and UWS, Swansea.

The next Project Board will be on 19th November in Cardiff.