

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

**Martin Locock**

**1. Meetings attended**

14/6/05 HEWIT / WHELF colloquium, Gregynog

**2. Staff**

All staff are working to target.

**3. FLD creation**

Currently there are 3,463 records live on the website (including 86 sub-fonds descriptions), of which 1,293 were created by the project. A further 697 NLW records are awaiting final editing before making live.

The database currently holds 5,797 records, of which 398 are awaiting checking by partners and 1,827 are awaiting checking by the Project Manager.

The access points include 6,023 corporate names, 1,896 places, 4,279 personal names and 10,325 subjects.

<b>Partner</b>	<b>Target no. FLDs</b>	<b>Live</b>	<b>To be checked by partner</b>	<b>To be checked by Project Manager</b>
NLW	813	238	0 <sup>1</sup>	(697)
<b>Anglesey</b>	<b>150</b>	<b>178</b>	<b>0</b>	<b>0</b>
Carmarthenshire	272	195	80	0
<b>Conwy</b>	<b>27</b>	<b>37</b>	<b>0</b>	<b>0</b>
Ceredigion	77	5 <sup>2</sup>	108	0
Flintshire	137	126	52	0
<b>Denbighshire</b>	<b>142</b>	<b>200</b>	<b>0</b>	<b>0</b>
Glamorgan	649	438	108 <sup>3</sup>	0
Gwent	680	(25)	0	152
Gwynedd	436	(36)	50	360
Pembrokeshire	128	(20)	0	166
Powys	436	(12)	0	415
West Glamorgan	353	49 <sup>4</sup>	0	37

<sup>1</sup> Work flow for NLW is Project Officer > NLW check > ML edit > live

<sup>2</sup> Includes one description from the Archives Hub for a collection transferred from UW Lampeter.

<sup>3</sup> Work flow for Glamorgan is Project Officer > GRO check > ML edit > live

<sup>4</sup> Includes 24 Family and Estates collections and 25 descriptions from the Archives Hub covering collections transferred to WGAS.

University of Wales Bangor		[1197] <sup>5</sup>		
University of Wales Aberystwyth		[54]		
University of Wales Lampeter		[23] <sup>6</sup>		
University of Wales Swansea		[617] <sup>7</sup>		
Wrexham (A N Palmer Centre) <sup>8</sup>	0	0	1	0
Christ Church, Oxford <sup>9</sup>		[1]		
RCAHMW		[39] <sup>10</sup>		

The creation of records for Anglesey, Conwy, Carmarthenshire, Ceredigion, Flintshire, Gwynedd, and Powys is complete. Work on Gwent's catalogues will proceed later in the project, when further catalogues are supplied. Work is almost complete on Pembrokeshire, and is in progress on West Glamorgan.

All records for Ceredigion, Carmarthenshire, and Flintshire have been submitted to partners for checking prior to going live. In order to allow partner checking to commence on the remaining outstanding datasets, batches of 50 will be supplied to each partner and made live as soon as they have been checked.

Powys, Gwynedd, Gwent, and NLW descriptions require checking by the Project Manager; the NLW changes are currently being made.

#### 4. Software

There has been further discussion on ANW > CALM data transfer, and a meeting has been arranged with DS Media Ltd.

Work has started on importing fonds-level descriptions from the Mine of Information project into ANW using EAD.

<sup>5</sup> Descriptions from Archives Hub.

<sup>6</sup> Excludes descriptions for UWL on Archives Hub covering material now transferred elsewhere.

<sup>7</sup> Excludes descriptions for UWS on Archives Hub covering material now transferred elsewhere

<sup>8</sup> Wrexham's catalogues are not organised into fonds and were therefore excluded from the ANW target. In order to ensure that the partner's holdings are visible to searchers of ANW, an umbrella description summarising the entire collection has been drafted.

<sup>9</sup> Description from the Archives Hub for a collection transferred from UW Lampeter.

<sup>10</sup> Descriptions transferred from RCAHMW and access points added by ANW. Further batches to be supplied.

## 5. Website

Usage by the main counts has risen; there have been just under 4 million hits since the site went live.

Period	Key statistics			English page hits	Welsh page hits	Unique users	Sessions/user
	Total hits/month	User sessions	Average hits/session				
<b>2004</b>							
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
November	282,448	15,164	18.6	226,316	56,172	6,069	2.50
December	219,671	17,049	12.9	164,425	55,426	6,505	2.62
<b>2005</b>							
January	284,860	22,180	12.8	210,210	74,650	7,893	2.81
February	363,744	26,377	13.8	226,771	136,973	8,701	3.03
March	343,551	38,627	8.9	238,322	105,229	13,033	2.96
April	304,833	35,854	8.5	228,241	76,592	13,100	2.74
May	295,545	30,682	9.6	217,076	78,469	11,321	2.71
June	380,573	34,600	11.0	256,376	124,197	12,004	2.88

A total of 69,335 collection descriptions views were made in June, by 6,783 users. The proportion of web crawler hits rose to 11.3%, reflecting the indexing of new descriptions made live for RCAHMW and Glamorgan Record Office.

A briefing paper has been circulated to the partners to assist in interpreting the web statistics.

## 6. Outreach, publicity and training

The launch event has been booked at the Millenium Stadium, Cardiff on 22nd September. Speakers have been approached and a guest list is being drawn up.

An online user questionnaire is in progress; response to date has been disappointing (of the 1,400 people to use the website in the first 7 days, only 2 completed the survey!).

The stakeholder survey comments have been collated, and the final version has been produced and translated. It will be circulated once the distribution list has been finalised.

As part of the marketing strategy aimed at those advising people which websites to use, a presentation on ANW was included in the HEWIT / WHELFF (Higher Education library and IT staff) colloquium, Gregynog.

An article on ANW is being prepared for the *Welsh Historian* (Journal of the Association of History Teachers in Wales).

## 7. Budget and finance

### Quarterly budget, April-June 2005

	Projected	Actual to date
<b>EXPENDITURE</b>		
Project Manager	9108	9108
Project Officers 1-4	24725	27725
Project Officer	6181	12685 <sup>11</sup>
Travel & Subsistence	2482	300
Equipment	0	108
Software	0	0
System Development	0	0
ICT Support	313	313
Administrative Support	325	0
Training	300	0
Publicity & Marketing	0	0
<b>INCOME</b>		
NLW	0	
Other partners	7500	3165
HLF Grant (74%)		
Access to Work grant		339

The partners have been asked for order details for their 2005-6 contributions, and eight have been invoiced.

## 8. National meetings

None.

## 9. Project Management Group and Project Board

The next PMG will be a video conference at 2.00pm, on 12 September, at NLW, Aberystwyth, and UWS, Swansea.

The next Project Board will be on 6th July at CyMAL Aberystwyth.

<sup>11</sup> Includes £6181 for previous quarter.