

CLUG AGENDA
12TH COCHRANE COLLOQUIUM – OTTAWA, CANADA
2 – 6TH, OCTOBER, 2004

1. Cochrane Library – Update from Wiley
 - Future ideas / visions of the Library
 - Process for requesting changes to CLIB
 - Annual cycle of changes / dates
 - Support during transition period
2. The accomplishments of CLUG in the past year.
3. Open discussion about the Library.
 - Change cycle
 - Exercises
 - Topic list
4. Future of CLUG
 - What to do and what was accomplished
 - Support during transition
 - Future cycle of changes
5. Any other business
6. Date of the Next meeting.

Meeting Minutes

2 – 6th October, 2004

Chair: Emma Irvin and Carol Lefebvre

Minutes: Emma Irvin and Carol Lefebvre

1. Cochrane Library – Update from Wiley: Process for future development:

It is proposed that all requests re: functionality, features, products, corrections, changes to display, additional context and services are to be forwarded to PPG.

Changes to be forwarded to Deborah Pentesco-Gilbert by March to be implemented by January of following year.

- How are requests to be forwarded?
Via email address or by web-based form. The results will be forwarded to PPG and then back to Wiley.
- Discussion Document – is informal.
Who – Project manager
What – Document? extracts key issues and looks at the feasibility and benefits.
When – When it is obtained from PPG
Timelines – are dependent upon requests.
- Technical Specifications: Technical specifications and project plan by June 1.
- If there are any risks to the completion of work in progress then PPG will be informed.
- Build and Testing phase will take place internally
- Performance Testing will take place after every major project.
- Release will be complete by end of October for January launches
- Post release: Customer feedback, revenue tracking, project post mortem will occur 3 months post release
- New Features and Products: Cochrane Library will be included in Wiley InterScience under all products

A CLUG member asked what access levels were available to the CLIB content. The response was that if you are a subscriber or have a national provision license then you have access to the Full text otherwise you only have access to the abstracts and synopsis.

2. The accomplishments of CLUG in the past year.

The Centre for Reviews and Dissemination (CRD) is no longer the convening organisation for the CLUG group. The Dept of Health in the UK used to fund CRD to do Cochrane Library training in UK. This funding has been cut therefore; Kate Light's contract has not been renewed for this function. Wiley is expected to take over this task

There was a discussion over where training would be provided in the UK and some suggestion of possible funding from the National Electronic Library of Health (NeLH)?

- Wiley see NeLH as pivotal in training
- In the interim:
 - Wiley is developing tools and user guides to post on their website.
 - They possess transitional training materials.
Wiley will continue hands-on training at Colloquium.
- There is a page on the Cochrane Library website to assist users with the transition; www.thecochranelibrary.com/transition
- There was also a Question about any regional training plans?
Wiley would continue training at the UK meeting; Continental European meeting; they would provide a rep at the Australasian meeting but not at the US meeting this year.
- Steve McDonald asked about the remit and scope of CLUG to which Carol responded that CLUG would continue to represent the users of the CLIB and forward any concerns through PPG to Wiley
It was also queried if it was a function of the Centres to do training to which Wiley responding that No, reviewers should work directly with Wiley

One member asked if Wiley could consider a partnership to go to local meetings. This was encouraged by Wiley and the group, with the suggestion that materials, examples and presentations be shared through the CLUG website

2. Open discussion about the Library.

3. Future of CLUG:

Deborah PG discussed the transition process:

- CD ROM version has not been signed off. Therefore there will be an issue 4 and subsequent issues from Update Software until sign-off is achieved
- 1st week in Jan Update's Internet version will be retired.
- Wiley is inviting TSCs, Search Testing Group, PPG, and the Statistical Methods Group to have a first look at the CD ROM for comments.
- In the past year- Wiley has been working with Collaboration groups to take feedback and use it to go through the process outlined above.

- There have been different group set up e.g. the Search Testing Group to coordinate activities.
- They have worked with PPG on 'look and feel'. The Statistical Methods group has worked on the replacement for 'metaview'
- **Question:** Is it similar to the test site?
Yes – look at transition document.
- **Question:** The CLUG members were curious as to when will they get their access?
Wiley responded that this depends on how they get access. The three month transition period starts now There will be a testing phase and it is important that each of the groups provides feedback during this time period

Carol mentioned that she would act for the TSCs and that the Search Testing Group Kate Light and Carol working to get the product ready in January/February. The Search Tersting Group also includes Ruth Foxlee and Louise Falzon, both TSCs and Medical Librarians.

4. Next Meeting:
Melbourne, October 2005