LD4P2 Working Groups and LD4 Affinity Groups

Background

Attendees at the first in-person meeting of the LD4P Cohort identified two kinds of groups that will help move our work forward:

- Working Groups, which are made up of LD4P2 Cohort members focused on a specific, project-related goal, with a specific outcome in mind and a time period within which to complete the outcome, and
- Affinity Groups, which bring together those interested in a common topic, with representation from the Cohort and from beyond LD4P (thus "LD4"), to share information and explore possible collaborations and projects

Existing groups

- Sinopia User Group
- Profiles Working Group
- Discovery Affinity Group
- Non-Latin Script Materials Affinity Group
- Rare Materials Affinity Group
- LD4-Wikidata Affinity Group
- Ethics in Linked Data Affinity Group
- Serials Affinity Group

Starting a new group and setting up communication and documentation channels:

New groups can follow the setup of these existing groups, or use this extensive Community Engagement Project / Group Template (github) developed during the first phase of LD4P. To make it easy for others to join the group or follow the group's work, create a group page here on the LD4P wiki. (If you're using the github template and github will be the main location of your group's documentation etc., please do create a wiki page still as a pointer to your github location.)

To include on your group's page:

- Group name and conveners
- Background/scope/rationale/purpose
- Approach: how you will work
- Pointers to communication and documentation channels
- Coordination with other groups
- *and for working groups*: proposed work, timeline, and desired outputs

Some commonly used communication and documentation channels and tips for setup:

Channel purpose	Tips
Email distribution list	Set up a public group using Google Groups
Repository for code and documentation	Create a new repository in the LD4P Github organization
Shared document storage and collaborative editing	Set up a Google drive folder. LD4P2 has a public folder that anyone can add to. From that folder, click New at upper left, and then Folder, enter a name for the folder, click Create.
Wiki for communication and documentation	Create new pages here in the LD4P2 Wiki. You need a Lyrasis account and permission to edit. Contact Michelle Futornick to get set up. This space uses Confluence and is hosted for us by Lyrasis. (Thanks Lyrasis!)
Wiki calendar for sharing event details	The LD4P2 Wiki includes a shared calendar that anyone can view or subscribe to. To add events to the calendar, you need to be logged in with your Lyrasis account. (Contact Michelle Futornick to get set up.) Once logged in, you'll see the "Add an Event" option at the top of the calendar. (Also at the top are instructions for subscribing to the calendar so you can see the events in your own favorite calendar.) Before adding a new event, **make sure to set your own timezone** so that the meeting will show up in the right timezone for everyone else: Go to your little picture at upper right, choose Profile, then Settings tab, and check that timezone is set correctly.

Quick and informal messaging	Set up a new channel in the public LD4 Slack workspace. (The address of the workspace is ld4.slack.com; if you're not a member of the workspace, use this link to join: http://bit.ly/joinld4slack) • How to create a new channel • How to invite members to a channel. Before people can join the channel, they need to join the workspace. Anyone can use the invite link http://bit.ly/joinld4slack to join the workspace.

To announce your group to the LD4P Cohort, you can email the cohort mailing list at ld4pcohort@googlegroups.com