

Project Documentation & Disseminating Results

Documentation

Copies of all files (text, data, image, software, etc)

Versions for public distribution
(financial data redacted)

Versions for all partners (pdf packages)

Digitize notes, agendas, etc. (store by title, date)

Regular blog posts and reports (crawl and archive)

What's a Project Report?

An accounting of all project activities

Quarterly/annually/interim/final

Sent to project partners, administrators, funding agency

Posted publicly

Common Requirements

Workplan versus actual accomplishments
Changes in: methodology, pedagogy, products, staff
Financial spending report
Products (status and links to)
Statements of use (audience, uptake, etc)
Evaluation of project (by team and external groups)
Long term impact (as measured by initial grant)
Next steps

What's a White Paper?

Abstracted from the project report

Includes lessons learned

Best practice statements

General audience rather than stakeholders

Why Write the White Paper?

It is perfect for a peer-reviewed article submission

It is a statement of use for the community

It suggests new areas of work

Where to Disseminate Results?

Peer-Reviewed Journals
Major Conferences (DH, MLA, AHA, ARL, etc)
Online via Project Websites
University Publicity
University Office of Research
Major Media Outlets (if appropriate)
Chronicle of Higher Education
InsideHigherEd
DHNow