

Building a DiSSCo technical community

Identifying Institutional Moderators and Enablement Team leads

Planned development

DiSSCo is planning the establishment of a **DiSSCo Enablement Team** (E-Team) which aims to include representatives from all partners, small and big, including your institution! With the Enablement Team, DiSSCo aims to create a community with shared goals and objectives to embark together upon a digital transformation in our institutions, whose changes will facilitate operation of DiSSCo e-Services and ensure that a minimum level of interoperability with DiSSCo is achieved. The DiSSCo Communication and Support Office (CSO) will organise community building events for the DiSSCo E-Team and DiSSCo partners may use the E-Team to support each other with discussion, ideas and solutions beyond the national level. It will also serve as a sounding board for the CSO to help identify your needs for new functionality or services and to assess maturity of the infrastructure.

Another development is the design and implementation of **community e-Services** through DiSSCo-linked projects to make a modest soft start of DiSSCo operations in 2024 possible. An overview of planned e-Services and their status can be found [here](#).

Your help is needed to build DiSSCo together

To support the development of the DiSSCo E-Team and the e-Services, it is necessary that you identify the person or persons in your institution with whom DiSSCo CSO and your National Node (NN) can **communicate on a technical operational level**. One-on-one collaboration is essential to coordinate activities and keep each other informed regarding status, individual institutional needs and current technical capabilities. Communications on a technical operational level will also help DiSSCo to evaluate its technical readiness ensuring a smooth development towards operation. The person or persons you identify will become part of the DiSSCo E-Team. If you already have a relationship with your national node on a technical operational level you may actually have this person or persons identified already!

As a DiSSCo partner you will be responsible for the digital presence of your institution, facilities and collections in the research infrastructure. At a minimum level this will require you to provide a high-level description of the institution and its holdings in a standardized format to facilitate operation of DiSSCo e-services. Your institution may also want to embark upon a **digital transformation** to ensure that a higher level of interoperability with DiSSCo is achieved. Depending on individual circumstances, the digital transformation may involve the positioning of **technology, people** or **processes** within your institution, and can be achieved in small manageable individually customizable steps and timeframes.

You will need to identify two primary roles. In a small institution, both of the roles may be carried out by a single individual, however, a larger institution may require multiple people (dividing-up facets of the roles) to fulfill them. If there is more than one person then they can be seen as the

local Enablement Team. The two primary roles are Institutional Moderator (required) and, if your institution has resources to embark on digital transformation, the local Enablement Team Lead.

Institutional Moderator(IM): Required. In-kind contribution a few hours to days per year until 2024 to enable some "micro changes" like having a description and identifier for all institutions. These micro changes will facilitate the operation and use of DiSSCo's e-Services.

- Primary technical contact for the NN and CSO (unless you identify a separate person as communications officer).
- Maintains the institutional profile metadata (facilities, collection descriptions, etc.).
- Assigns or communicates access levels for persons affiliated with the institution in the e-Services such as access coordinators or hosts for visits (if applicable).
- Coordinates institutional responses to DiSSCo surveys about user needs and capacities, new DiSSCo functionality or e-Services, expertise, training, and software systems.
- May provide second-line support in the DiSSCo helpdesk for data or services provided by the institution through DiSSCo.

Enablement Team Lead: Optional. The Enablement Team Lead is responsible for leading the institution's digital transformation and communications related specifically to it. It may be filled by the same person as the Institutional Moderator. The person in this role will need to build close relationships with the national node and connect the institution's digital team with DiSSCo's future distributed digitisation and development teams.

Identified persons need to sign-up themselves¹ through a [sign-up sheet](#). The CSO tried to make the process as easy as possible through a shared worksheet in which your institution should be listed already. The sheet also includes some additional optional roles. It is highly recommended to identify a [back-up person](#) too. DiSSCo CSO kindly requests that the person(s) you identify as Institutional Moderator signs up by **23 April 2021** and (optionally) the person identified as local Enablement Team Lead by 24 June 2021.

What is the benefit for your institution

Having identified persons to communicate on a technical operational level will provide your institution with a direct line of communication to your National Node and the CSO. This will help in receiving various levels of support e.g. towards the development of a tailored digital transformation plan for your institution. Having an institutional moderator in place will allow you to actively participate in the research infrastructure with minimal resources and to present and pitch your institution with its facilities, collections and experts as a valuable resource in the DiSSCo e-Services. Presence and participation in the e-Services will help to become an integral part of the European and Global scientific community, to increase the use and usability of your collections and expertise, to receive appropriate acknowledgement and it may also reduce costs and bring new opportunities for funding. Becoming part of the DiSSCo Enablement Team will bring opportunities in capacity building and international collaboration, and will provide mechanisms to express your institutional needs at a technical operational level.

¹ Individual(s) assigned to the role(s) need to fill-in the worksheet with their name and contact email themselves, required to accept the terms of the included Privacy Statement.