Digital Project Workflow

1. **Project proposal form** is submitted.
2. **Copyright concerns are evaluated.**
3. Project is **assessed** against the unit’s vision, strategy and collection policy.
4. If **approved**, the project is **prioritized** and placed in the workflow.
5. Project is **assigned** to a Digital Projects Librarian who will act as project manager.
6. **Project plan** is developed in consultation with stakeholders.
7. Project is undertaken and **completed**.
8. Project is **evaluated** against the project plan and initial objectives.

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Digital Initiatives Unit

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