Template/Guide for interviews to gather information on ongoing projects within automated processing of subject analysis and access

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| Name of project |  |
| Institution |  |
| Participants |  |
| Background expertise of participants (IT, LIS, etc) |  |
| Description of project |  |
| What was need for project? |  |
| How long is project? (timeline) |  |
| Technologies used |  |
| KO-techniques used |  |
| Test documents: full-text or metadata?  |  |
| Funding |  |
| Is the project documentation openly available?  |  |
| Impact to users / evaluation |  |
| Pitfalls, what hasn’t gone well? |  |
| Links to publications and presentations |  |
| Involvement in network with similar projects / partnerships |  |