Collection Pilot Plan

Complete together for a pilot of ten records. Use an inventory for item details.

INSTITUTION / PILOT LEAD
COLLECTION / PURPOSE
PILOT SCOPE
TEAM ROLES
IDENTIFIERS / REQUIRED FIELDS
LOCATIONS / COPIES / BACKUPS
ACCESS / AUTHORITY / QUESTIONS
PRIORITIES / RESOURCES
REVIEW DATE / NEXT ACTIONS

COLLECTION NOTES

NOTES Completion: ten checked records, named roles and next actions.

Keep your completed card privately unless you choose and have permission to share it.