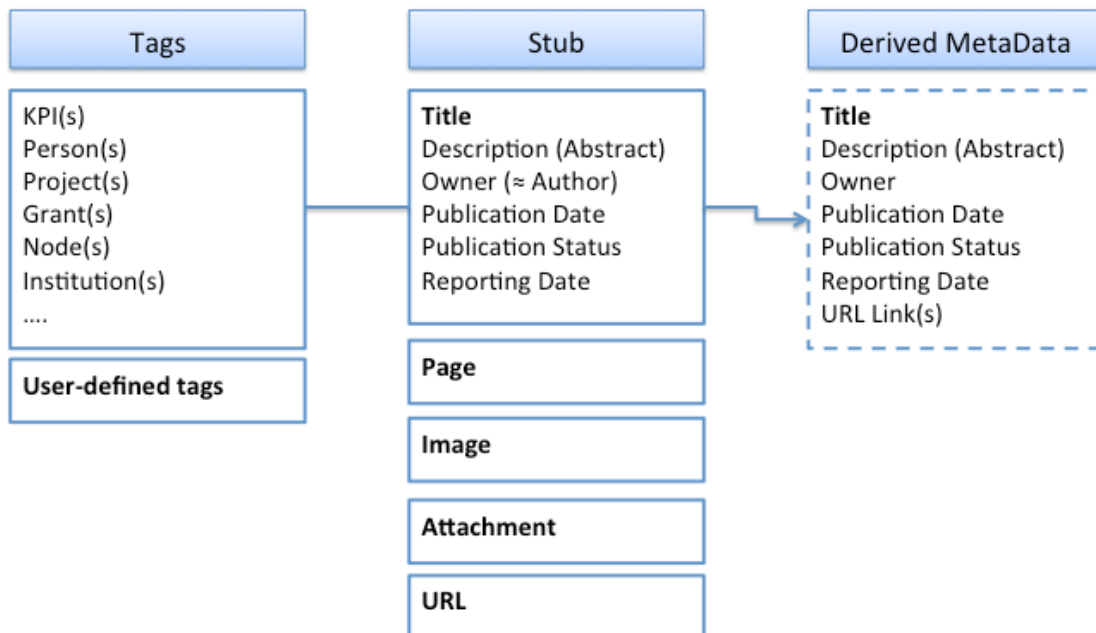


Wim Hugo
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What is a Stub?

A stub is a special type of information object that combines some of the features of other basic content types in our content management portals. The diagram below sheds some more light:



In brief:

- Stubs have typical attributes such as a Title, an Abstract, and an Owner (within the portal).
- The Owner is sometimes the author, but not always.
- It has a publication date and a status, but this is not always the date to be used for 'reporting'. The effective of reporting date can be supplied separately.
- A stub can be tagged using standard keywords derived from our dimensions (Persons, Projects, Nodes, etc.)
- Users can add as many of their own tags as desired.
- Stubs can be linked to or provided with additional resources. These can be
 - An external URL;
 - An uploaded file;
 - An image;

- An internal web page that can be anything from a list of hyperlinks to a full report. Any relevant material can be placed here.
- A Dublin Core meta-data record can be derived directly from the contents of the stub.

Using Stubs to Store Knowledge

Stubs are useful because they are versatile. In this section, we summarise how stubs can be applied to various knowledge objects.

To make full use of the capabilities of a stub, we need to do two things:

1. Create a stub and populate it to suit a specific need;
2. Tag the stub with appropriate keywords so that it fits into our reporting framework and knowledge network.

One can use a stub in any way that makes sense, but the following table summarises a convention that we propose for typical use within SAEON:

Stub Element	Title	Description	Body	Image	File	Link	Reporting Date
Personnel	Full Name	Short Introduction (Role, Qualifications)	Short Bio	Recent Photograph	Full CV	Personal Website, Blog, etc. if appropriate	N/A
Presentations	Presentation Name	Short Description (Event)	N/A	N/A	Presentation (PDF, PPT)	Event Website	KPI Reporting Date
Publications	Publication Title	Citation	Abstract	N/A	Article (PDF) (if permissible)	Link to Journal Article	KPI Reporting Date
Reports	Report Title	Citation	Abstract	N/A	Report (PDF) (if permissible)	Link to Project/ Client/ ...	KPI Reporting Date
Data Collections	Collection Name	Short Description (Event)	N/A	Thumbnail, if needed	Use as appropriate	Portal Search URL*	KPI Reporting Date
Collaborations	Collaboration/ Initiative	Short Description (Event)	Use as appropriate	Use as appropriate	MOU/ Agreement	Collaboration Website	KPI Reporting Date
Associates/ Collaborators	Full Name	Short Introduction (Role, Qualifications)	Short Bio	Recent Photograph	Full CV	Personal Website, Blog, etc. if appropriate	N/A
Projects	Project Name	Short Description	Use as appropriate	Use as appropriate	Project Charter or Proposal	Project Website	KPI Reporting Date

Students	Full Name	Short Introduction (Role, Qualifications)	Short Bio	Recent Photograph	Full CV	Personal Website, Blog, etc. if appropriate	N/A
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The main objective is to attain some measure of conformance to a standard, without being too restrictive. As an example: the Knowledge Repository and stubs, when storing information about a person, wants to have a link to a CV. From a knowledge network point of view, having a link to a valid document is sufficient. It is a separate question as to whether SAEON wants to standardise the content of these CVs.