

**ACTIVITY COMPLETION REPORT<sup>1</sup>**

| <b>ACTIVITY FACTS</b>  |   |   |
|--|---|---|
| <b>Name of Platform</b>  | <b>Platform for Human Health</b>  |   |
| <b>South Partner Institution</b>   | <b>College of Health Sciences, University of Ghana</b>  |   |
| <b>Activity number (from LFA)</b>  |   |   |
| <b>Activity name (from LFA)</b>  |   |   |
| <b>Main responsible resource person(s) for activity from Danish university and South partner institution<sup>2</sup></b> | <b>Henry Madsen, Department of Veterinary Disease Biology, Faculty of Health and Medical Sciences, University of Copenhagen (HM)</b><br><br><b>Prof. Richard Adanu, College of Health Sciences, University of Ghana</b> |   |
| <b>Start and end of implementation (dd/mm/yy)</b>  | 26/2 to 14/05/13  |   |
| <b>BUDGET DETAILS</b>  |   |   |
| <b>Original Budget (DKK)</b>   |   |   |
| <b>Actual expenses (DKK)<sup>3</sup></b>   |   |   |
| <b>ACTIVITY DESCRIPTION</b>  |   |   |
| <b>Brief description of planned activity<sup>4</sup></b>   | Purpose   | <b>To assist in the creation of a database of research publications from CHS-UG</b>   |
|  | Content   |   |
|  | Contribution to research capacity building  | <b>Making CHS-UG publications readily available online in the UG repository. Peer-reviewed publications obviously are available through other literature databases, but the advantage of the UG repository is that some of the “grey” literature, such as MSc or PhD theses, reports and other, could also be made freely available.</b><br><br><b>A training course in use of DSpace was organized for CHS-UG staff by the database administrator.</b> |
|  | Indicators  | <b>An online repository is functional on the UG homepage.</b>   |
|  | Other relevant details/comments   | <b>A separate report (see Annex 1) detailing some of the deliberations made and work conducted has been prepared by Madsen, Agboza and Adanu.</b>   |
| <b>Number of participants</b>  | Target  | <b>Not applicable</b>   |

<sup>1</sup> Must be filled and submitted to Platform Secretariat (and other designated staff as outlined in agreement to the assignment) no later than 2 weeks upon completion of activity.

<sup>2</sup> All responsible parties must sign Activity Completion Report before submission.



<sup>3</sup> If actual expenses (per budget line) deviate from original budget, this must be thoroughly explained and approval from Platform Secretariat attached to the Activity Completion Report.

<sup>4</sup> Use LFA (and/or Monitoring Matrix) as a point of departure, where relevant

|   | Result   | Not applicable |
|---|--|----------------|
| <p><b>Describe/explain deviations from planned activity</b> (timing, number of participants, content of activity, etc.)</p> | <p>Shortly after signing the agreement, HM developed two suggestions on how the database could be created in MS-Access well-knowing that such databases would need to be transferred to MYSQL to run on the internet. The suggestions were sent to CHS-UG and the BSU secretariat. Unfortunately, no feedback on these suggestions was ever received. Upon arrival in Ghana, HM was informed that a database was already established at the Balme Library.</p> <p>The name of the database is DSpace (<a href="http://www.dspace.org">www.dspace.org</a>) which is free to academic institutions and the software is OpenSource such that users can contribute with new routines that may appear in future releases of DSpace. The system is used by many universities or other institutions Worldwide for their repositories.</p> <p>Since the database already had been established, HM spent time evaluating the database and tried to develop a procedure for retrieving the necessary information from SCOPUS and how to import it into DSpace.</p> |                |
| <p><b>Main lessons learned</b> (list 3-5 issues)</p>  | <p>The database established works very well. The major challenge, however, is to ensure correct entry of publications. At the moment, about 1400 peer-reviewed publications from CHS-UG should be entered according to list compiled by Dr. Cynthia Aferi. Manual entry would be a major challenge and this would be prone to entry errors.</p> <p>The Balme Library has excellent facilities for creating pdf-files of various documents, such as MSc or PhD theses etc. Older theses will need to be scanned or photographed, while for newer ones pdf-files can be created from Word-documents.</p> <p>Library facilities generally works very well, but sometimes there were problems with the internet connection; for example from April 30 at about 11:00 until at least May 2, 16:00 (HM left the guest house at that time) presumably the entire area around CHS was without internet (HM checked and the guest house).</p>   |                |
| <p><b>Suggestions for follow up activities</b></p>  | <p>Ensure that the importing of csv-files into the database will work, because this is the best way to avoid duplicate entries and entry errors.</p> <p>A plan for having other types of publications listed in the repository (e.g. MSc and PhD theses, reports, abstracts and other) should be developed.</p> <p>Images for teaching purposes for example should be included</p>   |                |

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|--|---|
|  | <p><b>in the database.</b></p> <p><b>Describe a routine for how to handle copyright issues.</b></p> |
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**Activity Completion Report submitted by:**

| NAME                 | CONTACT DETAILS <sup>5</sup>  | SIGNATURE  |
|----------------------|---|--|
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| <b>RICHARD ADANU</b> | <a href="mailto:RMADANU@UG.EDU.GH"><u>RMADANU@UG.EDU.GH</u></a><br>AND<br><a href="mailto:RMADANU@YAHOO.COM"><u>RMADANU@YAHOO.COM</u></a> |  |

**Where relevant please enclose:**

- a) List of participants/attendance register
- b) List of materials (Means of Verification)<sup>6</sup>

<sup>5</sup> Minimum e-mail address and phone number for all signatories.

<sup>6</sup> (Scanned) copy of all written output (e.g. Power Point presentations, course materials, list of reading materials, course curriculum, etc.)