

DCUSA Digitalisation Development Group (DDDG)

Meeting 04

22 July 2025 (10:00 to 12:00)

[MS Teams /teleconference details:](#)

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Draft Agenda

No.	Topic	Paper	Lead
1.	Administration <ul style="list-style-type: none">RecordingApologiesMinutes of the previous meeting	Administration	Chair
2.	Actions <ul style="list-style-type: none">Follow-up on Actions from previous meeting	Verbal	Chair
3.	DDDG Items <ul style="list-style-type: none">Feedback from the DCUSA Board on previous items	Verbal	Chair
4.	Review of User Feedback and Requests <ul style="list-style-type: none">All feedback received via the websiteFeedback or improvements from attendees	Verbal	All
5.	Website Review	Verbal	All

	<ul style="list-style-type: none"> • Identify DCUSA users • Agree each group's characteristics and needs • Map use cases for each user type, define the key things they typically want to do on the website • Walkthrough the website for each user type and each use case 		
6.	Any Other Business	Verbal	Chair