



Case Study 1

Event	London Generations CD-ROM launch
Event type	Launch/ education event
Archive	London Metropolitan Archives
Details of event	A session for family historians to try the London Generations CD-ROM.
Estimated cost of event to the archive	<ul style="list-style-type: none"> • Approximate cost <i>in staff time</i>: £1600 • Copying of CD-ROM (x 30): £15
Additional funding	N/A
Duration of event	2 hours
Location of event	London Metropolitan Archives
Number of participants (if any)	19
Partner organisations involved (if any)	N/A
Main resources required and who provided them	<ul style="list-style-type: none"> • Creation of CD-ROM - LMA staff • Time and expertise to present session – LMA staff
Who project managed the event?	Steve Gardam, LMA
Who ran the event on a day to day level?	Steve Gardam, LMA

What, if anything, could be done to improve this event?	The event was very successful in introducing the CD-ROM to LMA users. To improve the event, staff resources could have been secured further in advance to guarantee the speedy implementation of the feedback from users if necessary.
Publicity achieved	N/A
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