



Starter List for Creation of Meaningful Information Resources



Once the information needs have been identified and key players brought together, you can chart the characteristics of a meaningful information resource(s) that would respond to the information need by using standards of practice with other organizations in your community.

- 1. Define the inclusion criteria**
- 2. Determine how the information should be organized**
- 3. Define description of categories to be used in organizing information**
- 4. Define a process for ongoing information updates**
- 5. Define a process for ongoing feedback on the usefulness of the content and presentation**
- 6. Make explicit information such as the description of the organization responsible for quality of the data, inclusion criteria, frequency of updates, contact information**