

Website and intranet portal

Deliverable 11.2

Lead contractor: FTELE

Author(s): Marianna Mea, Bianca Fontanella, Graciana Diez-Roux

Expected Submission Date: 31/03/19

Actual Submission Date: 08/04/19

Public (PU)	X
Restricted to other programme participants (including the Commission Services) (PP)	
Restricted to a group specified by the consortium (including the Commission Services) (RE)	
Confidential, only for members of the consortium (including the Commission Services) (CO)	



Contents

EXECUTIVE SUMMARY.....	1
1. INTRODUCTION.....	2
1.1. LINK WITH THE DISSEMINATION PLAN (D11.1)	2
1.1.1. <i>Starting phase (1-18 months)</i>	2
1.1.2. <i>Steady phase (18-48 months)</i>	2
1.1.3. <i>Capitalizing phase (48-60 months):</i>	2
2. WEBSITE SECTIONS	3
1.2. HOMEPAGE	3
1.3. ABOUT THE PROJECT	4
1.4. NEWS AND EVENTS.....	4
1.5. RESOURCES	4
1.6. YOUNG SCIENTISTS' CORNER	4
1.7. PARTNERS' AREA	4
3. ADMINISTRATION OF THE WEBSITE	4
4. INTRANET: RESTRICTED AREA FOR PARTNERS.....	4
5. CONCLUSIONS.....	5

Executive summary

The following report addresses the deliverable 11.2 “Website and intranet portal” associated with task 11.3 “E-UPGRADE”. This deliverable is composed of the following elements:

- a public internet website available at the URL: www.upgrade-h2020.eu
- a restricted area for partners of the project available at the URL: <http://www.upgrade-h2020.eu/partners-area/>
- a document that briefly describes the website (this document)

This deliverable has been prepared by the UPGRADE Project Management Team.

1. Introduction

The infrastructure for the UPGRADE Project is provided by FTELEc (TIGEM). TIGEM Scientific Office took care of designing the layout of website and implement the content.

An initial version of the website has been designed in February 2019 (considering EU rules for project websites) and its improvement has been discussed during the kick-off meeting of the project (held on 28 February - 1 March 2019, Milan, Italy).

The website site has its own Content Management System (CMS) and social media connection.

CMS is used primarily for publishing, editing and managing web content without having to use programming languages.

The UPGRADE website (www.upgrade-h2020.eu) has been developed by FTELE, built on Wordpress (CMS System) and published on 31st March 2019). At the moment of the submission of this deliverable, some of the sections of the website are still in preparation (see below). In the next weeks, the website will continually evolve, serving as the key information source for both project partners and external visitors.

For this reason, the website has been developed with the following features:

- Content based: giving priority to the content, a work has been done at the copywriting level to translate the content of the project into a language understandable by our target
- Visually appealing: The website has been prepared both at the level of design and text for attracting stakeholders
- Responsive Design: The website can be viewed in optimum conditions from any device.

1.1. Link with the Dissemination Plan (D11.1)

1.1.1. Starting phase (1-18 months)

Raising awareness: UPGRADE website will play an informative role. The focus will be communicating general information about the project, the consortium, the research progress and events. Moreover, the website will serve as central information point for early career researchers involved in the project and for inviting stakeholders of interest in the project so sign up to the mailing list.

1.1.2. Steady phase (18-48 months)

Promoting understanding: During the second phase, the website will evolve, offering more information about the progress of the projects, promoting the project progress during specific events and involving stakeholders in a bi-directional conversation.

1.1.3. Capitalizing phase (48-60 months):

Engaging with target groups: At this stage, the website will serve to promote the results and to encourage the stakeholders to make use of project results.

2. Website sections

1.2. Homepage

The homepage (Fig. 1) provides a short introduction to the project.

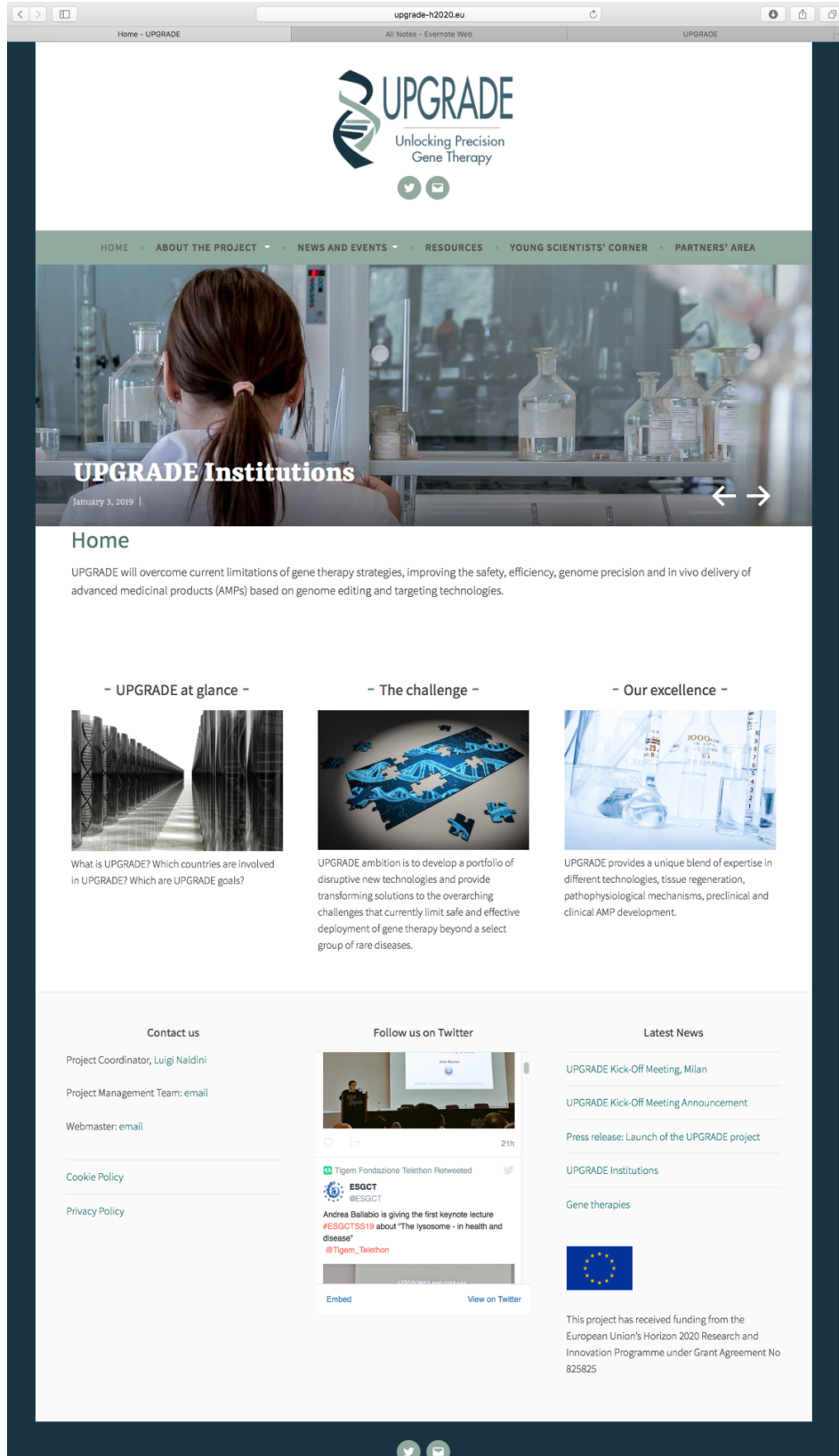


Fig. 1 UPGRADE Homepage.

The homepage has been designed to be as much informative as possible and to offer to all website users an overview of the different sections. The homepage contains three featured articles, and three featured webpages, leading to the main features of the project (consortium, scientific background and project objectives).

1.3. About the project

This section describes the main goals, features and activities of the UPGRADE project: under this menu tab are included: the list of Partners, potential stakeholders, the Advisory Board members and the list of Work packages (leading “Work Packages”).

1.4. News and Events

This section will show general news and events about the project. Meetings, workshop and the reviewed public deliverables will be announced in this section. Moreover, a section about vacancies and job opportunities and grants is already included and will be soon fueled.

1.5. Resources

(empty at the moment of the submission)

This section will list research papers produced by the project, multimedia and public deliverables released during the project.

1.6. Young scientists’ corner

(empty at the moment of the submission)

This section will list include interviews to early stage career scientists involved in UPGRADE, grant and job opportunities and training activities.

1.7. Partners’ area

This password-restricted page allows to access the collaborative website used for partnership internal communication (see below for more details).

3. Administration of the website

The web site is currently based on WordPress which is a web application intended to create and manage a web site or blog. More information can be found at: <https://wordpress.org>

4. Intranet: Restricted Area for Partners

The role of the Restricted Area for partners is to have a secure and private place to share documents and information among partners.

The collaborative website is totally private, and a password is mandatory to have access to it.

This area includes the following sections:

- **Project meetings**, showing all UPGRADE meetings’ agenda
- **Resources**, including contract information, reports and deliverables and a sub-page (Templates) that includes templates for presentations, deliverables, minutes meeting and agenda.

5. Conclusions

The project website will continuously evolve and develop as the project itself matures. The upgrade webpage provides the necessary function to act as dissemination tool, internal networking platform and working and discussion space and information resource. The Project Management Team will continue to manage, extend and improve its usability and functions as needed throughout the project duration.