



## **NECOBELAC Project**

Project number: 230583

A network of collaboration between Europe  
and Latin American Caribbean (LAC) countries  
to spread know-how in scientific writing and provide the best tools  
to exploit open access information for the safeguard of public health

### **Deliverable – D 5.1**

#### **Detailed operational plan of activities to be developed according to landscapes of European and LAC countries**

Due date of deliverable: **Month 10**  
Start date of the Project: February 1st **2009**

Organisation name of WP lead: UMINHO

## **NECOBELAC Partners**

- Istituto Superiore di Sanità (ISS) Italy (The project coordinator)
- Consejo Superior de Investigaciones Científicas (CSIC) Spain
- The University of Nottingham (UNOTT) United Kingdom
- Centro Latino Americano e do Caribe de Informação em Ciências da Saúde, Brasil, BIREME/PAHO/WHO
- Instituto de Salud Pública (ISP), Universidad Nacional de Colombia, Colombia
- Universidade do Minho (UMINHO) Portugal
- Key Perspectives Ltd. United Kingdom (subcontractor WP2)
- Universidad Nacional de Educación a Distancia de Madrid (UNED) Spain (third party of WP4)

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## **Summary**

This deliverable aims to describe the most appropriate actions to be taken by the target community to fully utilize the project infrastructure.

The first step was the identification of the main persons and organizations in EU and LAC countries to create the network of collaboration. Then, with some direct contacts, we could evaluate the common actions undertaken by these collaborators and define a plan of activities to the project.

The detailed operational plan of activities as been developed according to landscapes of European and LAC countries and can be continuously updated to achieve the project objectives.

## **Introduction**

The main goal of this report is defining strategies to exchange and transfer knowledge between the EU and the LAC countries. But this relation should not be unilateral and is supposed to contribute to a better understanding of Open Access, Scientific Publishing and Scientific Writing.

The dissemination of the project results, the usage of his infrastructure and the communication between stakeholders and project partners are important aspects to be able to exchange and transfer knowledge between communities and to provide a real impact on the communities.

Proposed strategies are based on several factors like the geographical coverage, specific scenarios, and open access publishing.

All these actions are distributed in four specific periods, based on important deadlines. Each period has to be evaluated to define and update the next actions.

## Chapter 1: Actual context

This first chapter aims to define the basis for the definition of the actions to be presented in this deliverable. The project activities must take into account the reality of the two main geographical areas (Europe and Latin America) where they will be implemented, composed by different countries with specific languages and scientific publishing methods.

### *List of Countries*

First of all, it's necessary to consider the different countries covered by the project and pay attention to geographical localization, language and the specific context in this country. Table 1 lists the information regarding the population and official language of each country considered for the NECOBELAC project.

Country	Population (in millions)	Language	Region	JCR Science	JCR Social Sciences	DOAJ	SCIELO
<b>Anguilla</b>	0,15	English	LAC				
<b>Antigua y Barbuda</b>	0,08	English	LAC				
<b>Argentina</b>	40,00	Spanish	LAC	8	2	60	3145
<b>Aruba</b>	0,11	Dutch	LAC				
<b>Bahamas</b>	0,30	English	LAC			2	
<b>Barbados</b>	0,25	English	LAC			1	
<b>Belize</b>	0,30	English	LAC				
<b>Bolivia</b>	10,00	Spanish	LAC			1	
<b>Brazil</b>	191,00	Portuguese	LAC	28	3	406	87112
<b>Cayman Islands</b>	0,04	English	LAC				
<b>Chile</b>	17,00	Spanish	LAC	8	3	107	13740
<b>Colombia</b>	45,00	Spanish	LAC	1	1	91	4537
<b>Costa Rica</b>	4,50	Spanish	LAC	1		15	
<b>Cuba</b>	11,00	Spanish	LAC	1		24	5620
<b>Dominica</b>	0,07	English	LAC				
<b>Dominican Republic</b>	10,00	Spanish	LAC			1	
<b>Ecuador</b>	14,00	Spanish	LAC	1		2	
<b>El Salvador</b>	6,00	Spanish	LAC				
<b>French Guiana</b>	0,20	French	LAC				
<b>Grenada</b>	0,10	English	LAC				
<b>Guadeloupe</b>	0,45	French	LAC				
<b>Guatemala</b>	14,00	Spanish	LAC			2	
<b>Guyana</b>	0,70	English	LAC				
<b>Haiti</b>	10,00	French	LAC				

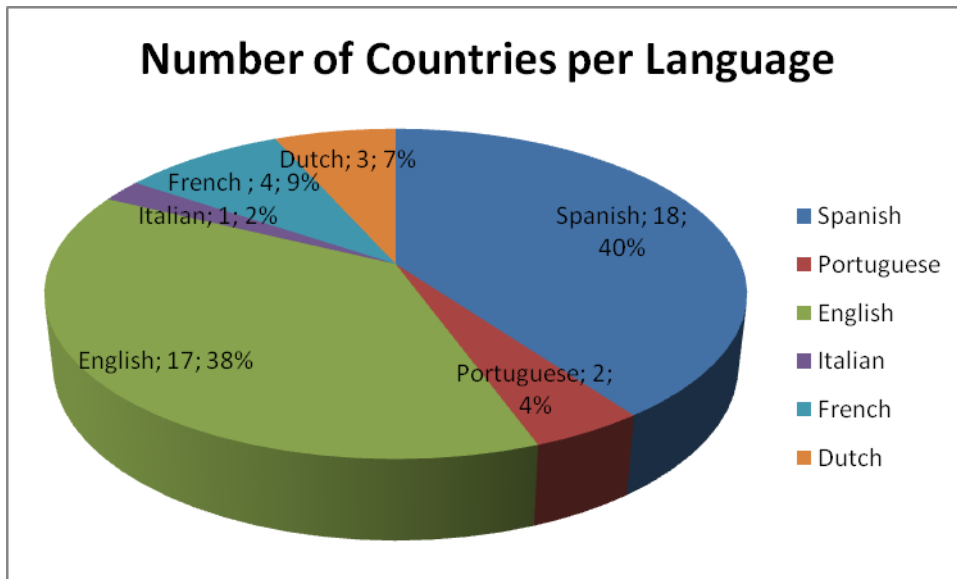
<b>Honduras</b>	7,50	Spanish	LAC				
<b>Italy</b>	60,00	Italian	Europe	75	7	104	
<b>Jamaica</b>	3,00	English	LAC	1		1	
<b>Martinica</b>	0,40	French	LAC				
<b>Mexico</b>	107,00	Spanish	LAC	12	6	83	2447
<b>Montserrat</b>	0,06	English	LAC				
<b>Netherlands Antilles</b>	0,20	Dutch	LAC				
<b>Nicaragua</b>	6,00	English	LAC			1	
<b>Panama</b>	3,00	Spanish	LAC				
<b>Paraguay</b>	6,00	Spanish	LAC			1	
<b>Peru</b>	29,00	Spanish	LAC			19	
<b>Portugal</b>	10,50	Portuguese	Europe		1	40	1583
<b>Saint Lucia</b>	0,17	English	LAC				
<b>Saint Vincent and the Grenadines</b>	0,11	English	LAC				
<b>Spain</b>	46,00	Spanish	Europe	37	16	259	7436
<b>Suriname</b>	0,50	Dutch	LAC				
<b>Trinidad and Tobago</b>	1,30	English	LAC			1	
<b>Turks and Caicos Islands</b>	0,03	English	LAC				
<b>United Kingdom</b>	61,60	English	Europe	1423	486	376	
<b>Uruguay</b>	0,30	Spanish	LAC	1		3	
<b>Venezuela</b>	28,50	Spanish	LAC	3		77	5952

Table 1 - List of Countries

Not surprisingly, Spanish is the official language spoken in 40% of the countries, and by almost 50% of the population covered by the project. The second most spoken language is Portuguese (34%), even if it is the official language in only two countries. English, French, Italian and Dutch are the other official languages (see Graphic 1).

Language	Countries			Speakers (in millions)		
	Europe	LAC	Total	Europe	LAC	Total
<b>Dutch</b>	0	3	3	0	0,81	0,81
<b>English</b>	1	16	17	61,6	12,66	74,26
<b>French</b>	0	4	4	0	11,05	11,05
<b>Italian</b>	1	0	1	60	0	60
<b>Portuguese</b>	1	1	2	10,5	191	201,5
<b>Spanish</b>	1	17	18	46	292,8	389,8

Table 2 - Countries and Language per Region



Graphic 1 - Population by Language

#### Results from the NECOBELAC Questionnaire

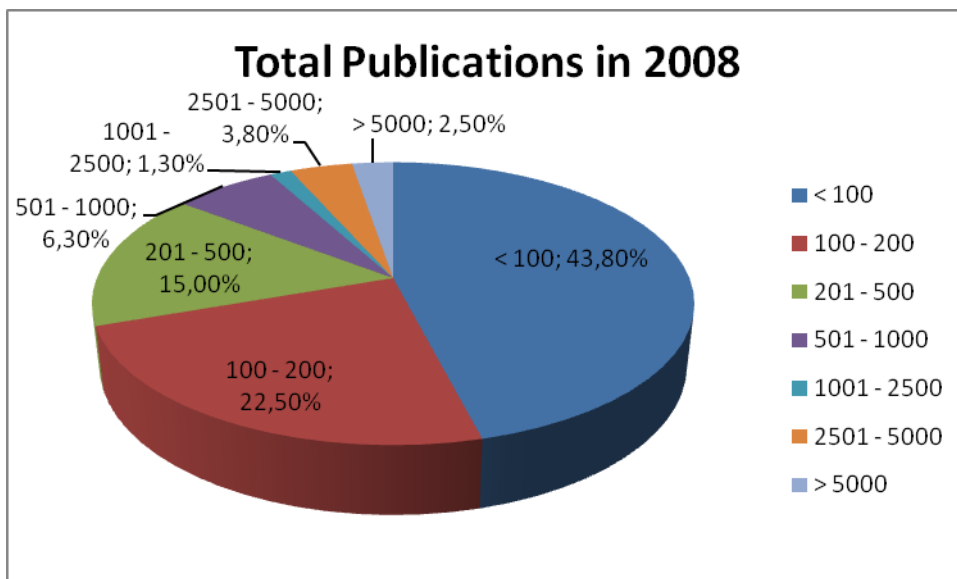
The Inicial questionnaire at Necobelac Website was an important tool to gather information on institutions and their activities around open access, publication and scientific writing. Based on this information collected in the period from 11-09-2009 until 28-11-2009, with 80 respondents, the following scenario is outlined.

#### Institutions

In terms of size, 56% of the institutions have less than 100 researchers, 21% have more than 500 researchers. 51,2% of all institutions are Universities, 37,5% Research institutes, 20% hospitals and 12,5% are Faculties.

#### Publication output

Based on their scientific output, 43,8% of the respondants produced less than 100 publications in 2008 and 31,3% have 10% of his scientific output in open access journals.



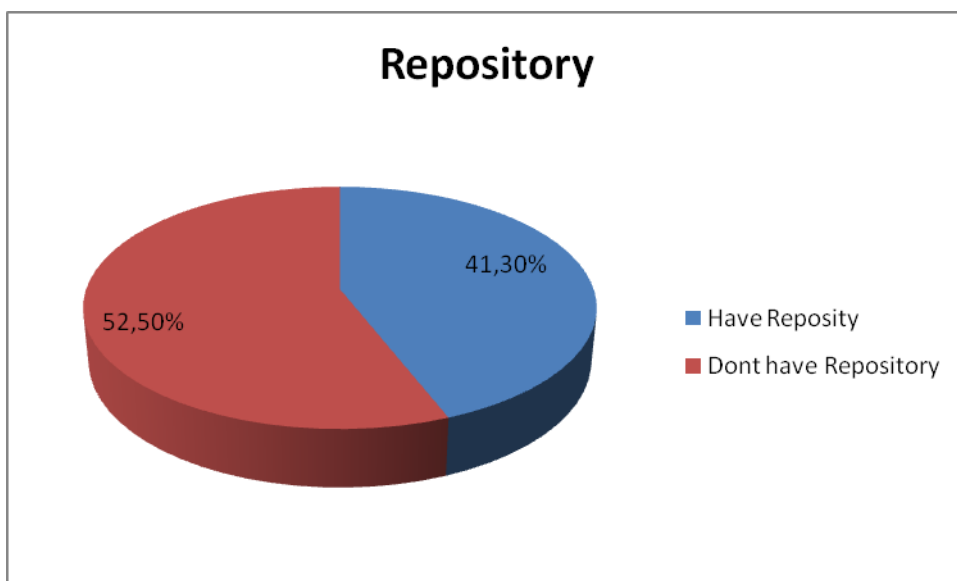
Graphic 2 - Total Publicatons in 2008

### Language

The main language used in scientific writing is English, with almost 50%, followed by Spanish with almost 40% and Portuguese with almost 20%. 66% of these institutions publish in scientific journals.

### Repositories

41% have their digital repository where 22,5% of these institutions deposited in 2008 less than 100 full-text items.



Graphic 3 - Institutions with a Repository (with metadada and full-text)

### Training

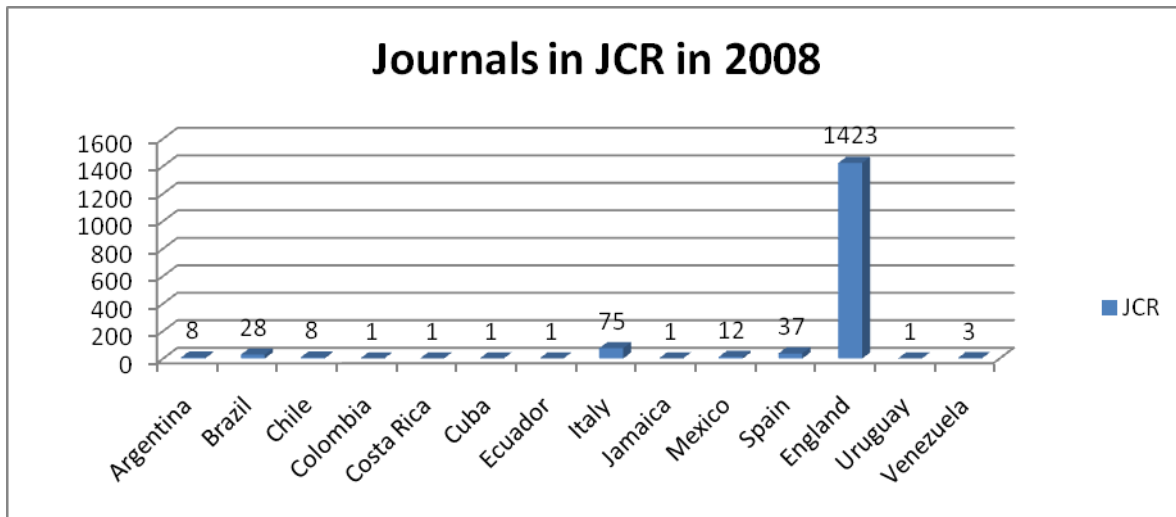
Based on the training activities, 53,8% of these institutions organize themselves their training activities where 61,3% is attended by their researchers. Only 33,8% of the courses are based on Open Access communication.

### Interest in NECOBELAC training

From all these institutions, 86,3% are interested in participating in the NECOBELAC project training programme.

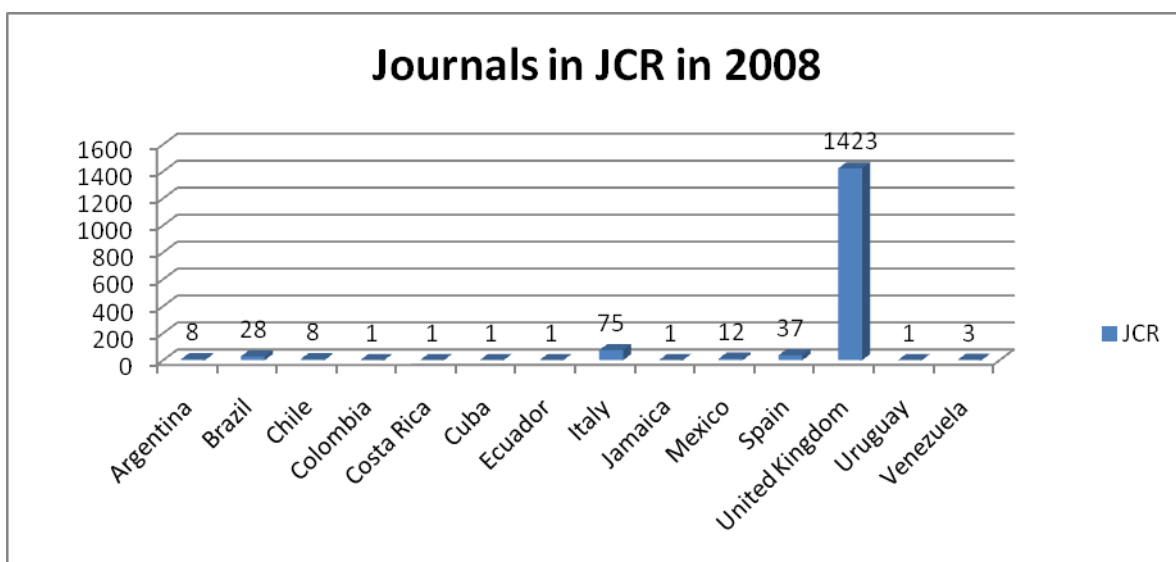
In addition, a public spreadsheet with all contacts of the questionnaire and others contacts provided by partners was produced and shared<sup>1</sup>. This list of contacts will be useful to create a mailing list to share information about the project.

<sup>1</sup> [http://spreadsheets.google.com/ccc?key=0ArdDn6-RjGzodC1EZINLYmFfQ2Y0eW04Q0xVdm4tQmc&hl=pt\\_PT](http://spreadsheets.google.com/ccc?key=0ArdDn6-RjGzodC1EZINLYmFfQ2Y0eW04Q0xVdm4tQmc&hl=pt_PT)



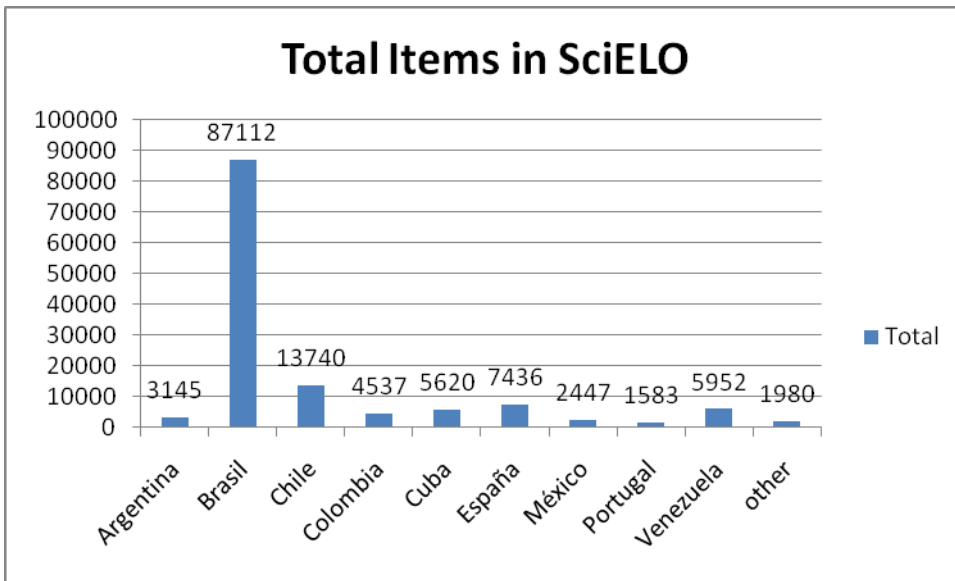
Graphic 4 - Total Journals in JCR Science Edition (2008)

Based on Journal Citation Reports data, updated to 2008, European countries, mainly United Kingdom, are well represented in Science Edition and Social Sciences edition. Add year in figure

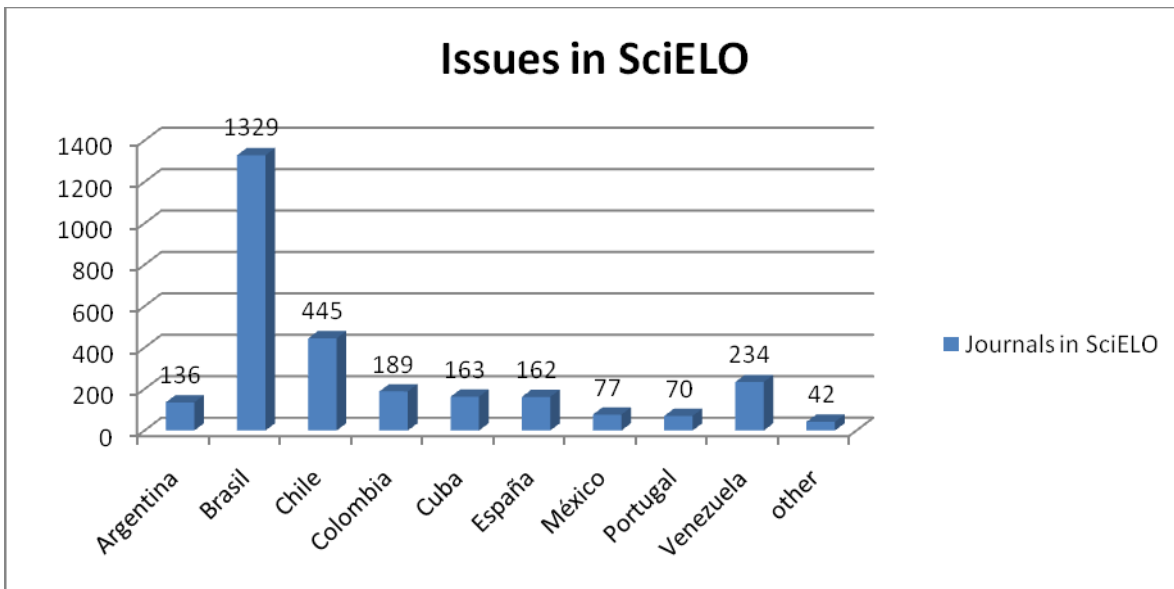


Graphic 3 - Total Journals in JCR Social Sciences (2008)

Considering SciELO, Brazil has the highest number of items and the highest number of Issues in this service.

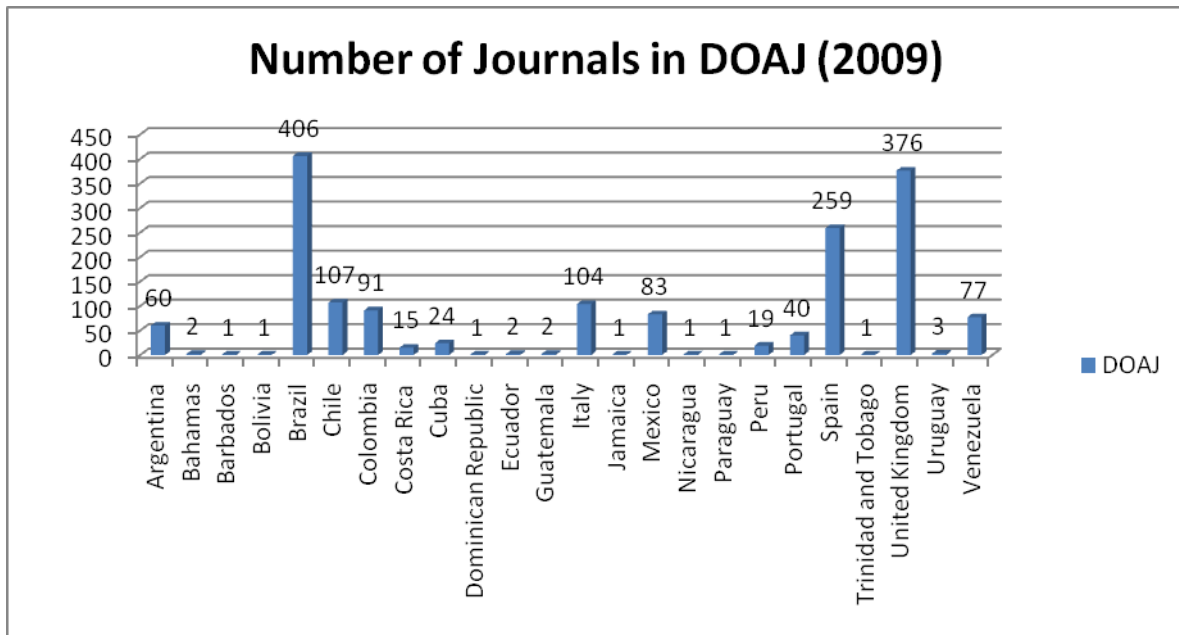


Graphic 4 - Total items per Country in SciELO (updated data from 03-02-2009)



Graphic 5 - Total Issues in SciELO (03-02-2009)

Based on the Directory of Open Access Journals, Brazil and Spain have a large number of Issues in Open Access.



Graphic 6 - Number of Journals in DOAJ (in 2009)

More information about the context of a specific country is available at:

[https://www.cia.gov/library/publications/the-world-factbook/region/region\\_soa.html](https://www.cia.gov/library/publications/the-world-factbook/region/region_soa.html)

### ***Infrastructure of the project***

The infrastructure of the project is based on:

- **Project website and wiki**

While the NECOBELAC Website is a source of news on the NECOBELAC project and for authoritative information provided by project partners, the NECOBELAC Wiki provides an area where the wider community can contribute and engage the NECOBELAC partners

- **Training Courses**

Educational resources to promote the production and dissemination of scientific output in open access, specific related to public health, will be addressed to teaching staff both in European, and Latin American and Caribbean Countries. Then, it will be used to train authors of scientific publications at local level, according to the specific needs of the different institutions participating in the network.

## Chapter 2: Operational Plan

The operation plan has been defined considering the actual context of the represented countries. It's important to define some kind of levels of responsibilities for each partner to organize his influence mainly in some countries.

### *Type of actions*

We can identify some different types of actions based on the actors of these actions and the support to develop these actions:

As actors, we have:

- Partners
  - o All activities developed by project partners. Each partner is responsible to manage actions in his own country and will ensure that the information about the project and actions will be shared among the members of the NECOBELAC network
- Members of the NECOBELAC Network
  - o All activities developed by the members of the NECOBELAC network. They will collaborate with the project partners. Their actions are mainly local actions in their institution, network or project.

The type of actions can be defined as:

- Web based actions
  - o All the activities that can be provided by internet. The large geographical area of all countries in this project impose a web based communication and dissemination of the project information.
- Local actions
  - o The local actions are developed by the project partners or members of the NECOBELAC network and have a local impact for the benefit of the NECOBELAC project.

All these actions can have different targets including all stakeholders in the health information chain such as:

- o Researchers
- o Librarians/Information specialists
- o Managers
- o Funders
- o Students
- o Etc.

## Chapter 3: Calendar

Based on the activities and deliverables defined at NECOBELAC project, we can identify some key dates to divide the action plan in parts. In this way, we can concentrate on a specific moment, try to perform these actions and evaluate them to be able to correct some initiatives.

### Key dates:

- Course in São Paolo: 12-17 April (month 14)
- First Project Activity Report (month 18)
- Report of Meeting in Rome (month 33)
- Final Project Activities Report (month 36)

Period	Main Initiatives
<b>Month 1 – 18</b>	<b>[ Promote the project and create network ]</b> <ul style="list-style-type: none"> <li>- Identify key persons</li> <li>- Create levels of responsibility</li> <li>- Open Access Starter Kit</li> <li>- Web based dissemination (links, web banners)</li> <li>- Social Network (facebook)</li> <li>- Exit</li> <li>- Glossary</li> <li>- FAQ's</li> <li>- ...</li> </ul>
<b>Month 19 – 24</b>	<b>[Promote the course]</b> <ul style="list-style-type: none"> <li>- Virtual meetings</li> <li>- News</li> </ul>
<b>Month 25 – 33</b>	<b>[Promote the project and the Course]</b> <ul style="list-style-type: none"> <li>- Official Public presentations</li> <li>-</li> </ul>
<b>Month 34 – 36</b>	<b>[Share final results of NECOBELAC project]</b>

## Chapter 4: Description of actions

Here we describe all possible actions based on the defined calendar and SMART goals:

Specific  
Measurable  
Achievable  
Realistic  
Time-Based

Action	How?	Why?	Who?	When?
<b>Identify key persons</b>	Emails, telephone calls, social networks, groups	To promote all activities of the project To reinforce networking.	Partners Other contacts	Always
<b>OA Starter Kit</b>	Compiling basic information about Open Access to distribute. Open Access in 2 minutes!	Spread the concept of Open Access to authors/researchers based on andragogy	Partners	Always
<b>Links to NECOBELAC website</b>	Create at institutional websites a link to NECOBELAC project	Augment the visits of the website (have we some tool to analyse this? Like google analytics? )	Partners Other contacts	Always
<b>News</b>	Creating news about the project, deliverables, events,...	Increase external visibility of the project	Partners	Every deliverable?
<b>Official public presentations</b>	Presenting to institutions the NECOBELAC project	Share the objectives, activities and the advantages to be in this network. Mainly to librarians.	Partners	Always
<b>Glossary of Terms</b>	Based on contents to the course, create a glossary at website or Wikipedia	Promote the same concept to all publics (can be integrated into the FAQ's)	Partners	Until m24
<b>FAQ's</b>	Create the Frequent Asked questions about OA, scientific	Create a different way to explain OA related concepts and doubts.	Partners in collaboration	Until m24 + maintaining

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	writing, and OA journals		with other contacts	FAQ's
<b>Panflets</b>	Distributing NECOBELAC panflet	To spread the objectives of the project and the OA movement.		
<b>Tutorials / Training</b>	Mini training modules to provide basic information to authors	Another way to explain basic aspects of the covered subjects of the project		
<b>Social Network</b>	Use social network to create an online network at Facebook for exampel	Use the social network concept to promote the project activities, create a large community of users (authors, librarians)	Partners and other contacts	Right now
<b>Promote the project at other initiatives</b>	Using a powerpoint slide with the NECOBELAC logo and URL with objectives and talk during 2 minutes	Use other initiatives to promote the project objectives and website (ex: openaccessweek.org; OAD,)	Partners and other contacts	Always
<b>Use Exit</b> <a href="http://www.directorioexit.info/">http://www.directorioexit.info/</a>	Use this directory to promote our expertise, Necobelac Group and OA.	To be integrated in this directory and be able to be contacted	Partners	Right now
<b>Web banners</b>	Shared banners in websites	To promote visibility of the website	Partners and collaborators	Right now
<b>Wallpapers</b>	Using wallpapers at libraries	To promote the project and his objectives	Partners and collaborators	Right now
<b>Poster</b>				
<b>Research Networks</b>	Enhancing local research networks, projects	Promote a specific contact inside other networks, mainly in health area.	Partners	Always
<b>Mailing lists</b>	Use internal, groups, institutional mailing lists	This is a quick way to disseminate information to many publics	Partners	
<b>Virtual Meetings</b>	Use audio and videoconferences to promote the project	Due to the enormous geographical coverage of the project, these tools can be a good way to share NECOBELAC objectives and infrastructure	Partners	Always
<b>Integrate existing OA projects</b>	Be part of existing OA projects and define a collaboration	Use networks already established to promote project activities (ex: Redalyc, Clacso)	Partners	Right now

<b>Use project link in email messages</b>	Using the project URL at the footer of each email			
<b>Project Mailing list ?</b>	Creating a newsletter / mailing list for Necobelac	Another way to share the project results	Partners	Right now

CALENDAR

Action	Month 1 -18	Month 19-24	Month 25-33	Month 34-36
<b>Identify key persons</b>				
<b>Create Levels of responsibility</b>				
<b>OA Starter Kit</b>				
<b>Links to NECOBELAC website</b>				
<b>News</b>				
<b>Official public presentations</b>				
<b>Glossary of Terms</b>				
<b>FAQ's</b>				
<b>Panflets</b>				
<b>Tutorials / Training</b>				
<b>Social Network</b>				
<b>Promote the project at other initiatives</b>				
<b>Use Exit <a href="http://www.directorioexit.info/">http://www.directorioexit.info/</a></b>				
<b>Web banners</b>				
<b>Wallpapers</b>				
<b>Poster</b>				
<b>Research Networks</b>				
<b>Mailing lists</b>				
<b>Virtual Meetings</b>				
<b>Integrate existing OA projects</b>				
<b>Use project link in email</b>				

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<b>messages</b>				
<b>Project Mailing list</b>				

## **Chapter 5 - Evaluation of the Actions**

After each key date, it's important to evaluate the impact of the actions to update the next actions.

To be able to evaluate all these actions, the creation of surveys, the traffic to the website and the number of presentations, for example, can be some good indicators of the impact of these actions.

## **Conclusion**

All the proposed actions should be take in consideration to promote the Necobelac project at different contexts and in a disperse geographical area.

