



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 3.1

Project website and wiki as a focus for community building and information dissemination

Due date of deliverable: **Month 2**
Start date of the Project: February 1st **2009**

Organisation name of WP lead: UNOTT

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)

Table of Contents

Summary.....	4
Introduction	5
Chapter 1: NECOBELAC Website	5
Chapter 2 NECOBELAC Wiki.....	7
Conclusion	8
Annex 1. Guidelines for the design of a project website: Socio-Economic Sciences and Humanities.....	9
Annex 2. DRIVER Wiki http://www.driver-support.eu/pmwiki/index.php	11
Annex 3. RSP Wiki http://www.rsp.ac.uk/pmwiki/	12

Summary

This deliverable describes the “Project website and wiki as a focus for community building and information dissemination”.

While the NECOBELAC Website will be a source of news on the NECOBELAC project and for authoritative information provided by project partners, the NECOBELAC Wiki will provide an area where the wider community can contribute and engage both with the NECOBELAC partners and with each other.

This deliverable outlines the initial analysis of needs, initial design, discussions with partners and revision of the website and wiki. We expect both the website and wiki to evolve and develop throughout the duration of the project. The key difference with the wiki is that it may continue beyond the life of the project itself through the support of continued and active community involvement.

This deliverable was initially due in month 2 of the project. Due to delays to the finalization of the project contracts the deliverable report could not be delivered until month 8. However the work of developing the website was undertaken by partners in good faith which allowed the key components such as the website to progress and thus ensuring that the delay in contracts did not seriously affect the future success of the project.

Introduction

For the NECOBELAC project to fulfill its aims it is vital that the opportunities and benefits afforded by the Internet are fully utilized. The internet can improve the visibility of NECOBELAC to the community and offer a platform for the dissemination of project news and information and resources of interest to the community. Both the NECOBELAC website and especially the wiki will offer opportunities to encourage the development of active and supportive repository communities in the target countries.

This deliverable outlines the development of the NECOBELAC website and wiki from initial analysis of needs, through initial design, discussions with partners, revision and through to current status. It is expected that both the website and wiki will continue to evolve and develop throughout the duration of the project.

Chapter 1: NECOBELAC Website

The NECOBELAC Website is hosted by UNOTT in their role as lead partner of WP3: Cross-national advocacy infrastructure. The website first went live in February 2009 and consisted of a homepage with the NECOBELAC logo, brief project description, list of partners and contact details. The homepage was available in English, Spanish, Italian and Portuguese and followed the EU “Guidelines for the design of a project website: socio-economic sciences and humanities”. UNOTT also host the project email address info@necobelac.eu which is monitored by UNOTT and ISS personnel.

Initial Website

The initial Website was discussed by partners at the kick-off meeting in Rome in February 2009 and a plan for the further design of the website was developed. The design plan for the website also took account of the EU project “Guidelines for the design of a project website: Socio-Economic Sciences and Humanities”.

Development Discussions

Discussions by partners at the Kick-off meeting identified the following changes or features needed on the Website:

- Website structure: the initial website had all project information on the homepage. Through discussions a suitable design was identified to break the information up into an informative series of webpages.
- Partner Login area: this is an area where partners can upload working documents and materials for consideration or use by other partners but not yet ready for public release.
- Ideas for increasing Usage: further discussions took place between partners at the OAI6 conference¹ to identify ways to increase usage of the website. Experience of partners in

¹ <http://indico.cern.ch/conferenceDisplay.py?confId=48321>

managing the DRIVER Support website and other national project websites has shown that the most visited pages tend to be:

- The home page – especially if the contents/pictures change regularly
- News pages – i.e. news relating to the project – and RSS feeds
- Events organised or sponsored by the project, including both:
 - Programmes and registration details of forthcoming events
 - Presentations and photographs from past events
- Dynamic resources – e.g. the RSP Blog Directory², and Software Survey³
- Advice pages and documents

It was felt that the NECOBELAC project should consider adding similar material to its website. Suitable material that was discussed at OAI6 included:

- An online version of the Initial Questionnaire (being prepared by WP2)
- Results of the Initial Survey
- Results of the Cloudstorming exercise (Being prepared by WP4)
- Maps and charts for open access repositories in the LAC region, drawn from OpenDOAR and ROAR.

Also it is important for the usage of the website to be monitored. Google Analytics is often used but cannot log the usage of certain types of document. Therefore UNOTT will investigate other logging softwares for use on the server at UNOTT. One alternative software that is already used is the Analog package.

Website revision & implementation of ideas

Since these discussions the Partner's login area has been set up and all partners can upload documents, presentations etc directly onto the partner area of the website. UNOTT continues to maintain the overall website itself with other partners contributing translations of the webpages to ensure all areas of the website are available in English, Spanish, Italian and Portuguese.

The division of the website into a series of webpages is complete although this is expected to grow and evolve as the project develops and as Deliverable 3.2 is implemented and advocacy materials on specific topics and for specific stakeholder groups are developed. Future developments were considered during the design of the website and the current structure should offer the flexibility needed to accept these developments.

A number of key features remain to be implemented including a News page which is vital to ensuring use of the website by the community. Delays to the finalisation of the project contract have stalled the development of advocacy and training materials, resources etc which would populate the website and the news pages. It is expected that with the conclusion to these difficulties such materials and announcements will soon be available and so ensure an active and changing news page.

² <http://www.rsp.ac.uk/blogs/>

³ <http://www.rsp.ac.uk/software/surveyresults>

Chapter 2 NECOBELAC Wiki

A wiki is a type of computer software that allows users to create, link and edit webpages to develop a collaborative online resource. Wikis provide a unique opportunity for collaboration by users geographically and organisationally distributed.

As repositories are relatively new additions to the information management landscape repository workers can tend to be isolated within their institutions and may not have colleagues with whom to discuss their challenges. The provision of a peer network and of peer-to-peer support has been identified as of major benefit in supporting the growth of active and successful repository communities.

Wikis have been used successfully to support repository communities in a number of repository communities. UNOTT led the development and maintenance of wikis for the DRIVER and RSP projects (Annex 2 and 3) and will draw on this experience in developing the NECOBELAC wiki. Other wikis include the AUSEACCESS Wiki⁴ which has been running for a number of years and is devoted to open access repositories in the Australasian region. Another wiki is the OADIRECTORY⁵ which is aimed at a global audience which includes but is not limited to repository managers.

The experience of the DRIVER project has shown that a Wiki is particularly popular among repository networks in the early stages of their development and to researchers and other stakeholders new to field of Open Access and repositories. Hence it is a good choice to support the development of OA repositories in LAC countries and the NECOBELAC wiki may well help to bring together local efforts nationally and so assist the development of national repository networks.

The exact design of the wiki is still under discussion with partners but current plans for country pages suggest the following headings will be used to gather the information necessary to give partners a clear picture of the current status of OA and repository development in the target countries.

- How are Research Institutions organised nationally?
- Who are the major funders of research nationally and do any have OA mandates?
- Give details of national Copyright legislation of relevance to research and OA.
- Is there an awareness of Open Access within the research community nationally?
- If so, describe any activities or projects underway nationally e.g. funder mandates, development of OA journals.
- Give details of any OA Organisations/Groups nationally?
- What is the current status and distribution of OA repositories nationally?
- Are there any OA repository Projects/Initiatives nationally?
- Current local news & Events.
- Useful national OA websites, blogs and email lists etc.

⁴ <http://leven.comp.utas.edu.au/AuseAccess/pmwiki.php?n=Main.HomePage>

⁵ http://oad.simmons.edu/oadwiki/Main_Page

- Contributors Contact Details.

Through further discussions with partners, other headings or topics for the wiki can be identified and incorporated into the wiki.


As with the NECOBELAC website, the wiki is expected to grow and evolve as the project develops and as outputs from other workpackages become available for dissemination and use. As the visibility and activities of the project grow so we expect contributions from individuals and groups outside the NECOBELAC partnership to grow.

As with the website, the delay to the finalisation of the project contract has stalled the development of the wiki and it is expected that with the conclusion to these difficulties the development of the wiki will proceed quickly.

Conclusion

As one of the first collaborative exercises of the NECOBELAC project the development of the NECOBELAC website and wiki have shown the good working relationship that exists between project partners and this will be developed further as the project progresses to ensure that the website and wiki will successfully serve the needs of both the project and the community.

Annex 1. Guidelines for the design of a project website: Socio-Economic Sciences and Humanities



**GUIDELINES
FOR THE DESIGN OF A PROJECT WEBSITE
SOCIO-ECONOMIC SCIENCES AND HUMANITIES**

Please find hereafter some hints which may help you in the **design / maintenance** as well as the exploitation by users of your project website. **Dissemination, transfer of knowledge and valorisation of results of the projects are amongst our main concerns.**

- 1• Prepare a website within 3 months after the beginning of your project in order to give it the best visibility.
The project website should contain at least the subsequent elements:
 - A• **EU flag + logo** in accordance with the description part of this (see 2nd page)
 - B• Project acronym
 - C• Project title
 - D• Project number
 - E• Consortium with a short description of partners
 - F• Project duration (start + end dates)
 - G• Project budget (EU contribution)
 - H• Important events and conferences (place, date, agenda, presentation material) as well as key messages resulting from these scientific events on the website. **Pictures** of seminars, conferences in connection with the project considered render a website more attractive.
 - I• Present your project as being part of the 6th or of the 7th Research Framework programme and don't hesitate to show relation with other projects if relevant.
 - J• Upload your deliverables on regular basis.
- 2• Right from the beginning, **create a specific and visible area for the potential users** of your project by identifying and distinguishing the target groups of the project, possibly adapting the types of message/style of writing in order to meet their needs:
 - **Policy-makers** and other decision-makers (at the regional/national/European levels)
 - Multipliers & opinion leaders (media)
 - Interested civil society organisations
 - Public concerned with the topic of the project.
- 3• Show clearly on the website the impact that your project could have for the whole society or for any specific sector (usefulness criteria) and optimise the added value of the dissemination activities of the consortium members at different levels (European, national or regional).
- 4• In case your project is **developing databases**, please make them visible for the better accessibility to the research output of the project.
- 5• Indicate **key publications** and **articles** with an introduction of a few lines (title, short abstract, picture of the cover, how to get it).
- 6• Make sure that the website is regularly updated throughout the lifetime of the project.

- 7• Following legal notice should be indicated:
LEGAL NOTICE

The views expressed in this website are the sole responsibility of the author and do not necessarily reflect the views of the European Commission.

Guidelines for the use of logos

- For 6th Framework Programme projects, the homepage of the website should contain the generic European flag and the FP6 logo which are available in electronic format at the Europa website:



CITIZENS AND GOVERNANCE IN A KNOWLEDGE-BASED SOCIETY

- Address for the logo of the European flag:
http://ec.europa.eu/research/social-sciences/eu_flag.zip
- Address for the logo of the 6th FP:
http://ec.europa.eu/research/social-sciences/6fpp7_en.zip

- For 7th Framework Programme projects, the homepage of the website should contain the generic European flag and the FP7 logo which are available in electronic format at the Europa website:

- Address for the logo of the European flag:
http://ec.europa.eu/research/social-sciences/eu_flag.zip
- Address for the logo of the 7th FP:
http://ec.europa.eu/research/fp7/index_en.cfm?page=logos

Please only choose the logo as indicated hereafter, adding underneath the following mention: **Project funded under the Socio-economic Sciences and Humanities**

European Commission logo



7th Framework Programme logo



Project funded under the
Socio-economic Sciences and Humanities

For any problem regarding these logos, please contact joelle.moraitis@ec.europa.eu

- As your project will be advertised on Cordis SSH and EUROPA SSH websites, a link to these websites is recommended
Cordis SSH : <http://cordis.europa.eu/fp7/ssh/>
Europa SSH : <http://ec.europa.eu/research/social-sciences/>

Annex 2. DRIVER Wiki <http://www.driver-support.eu/pmwiki/index.php>

DRIVER Wiki homepage

SEARCH THE REPOSITORIES | LEARN ABOUT DRIVER | FIND SUPPORT | REGISTER YOUR REPOSITORY

driver wiki
Digital Repository Infrastructure Vision for European Research

Recent Changes - Search: Go

View Edit History Print

DRIVER Wiki Home Page

Welcome to the DRIVER Wiki.

The purpose of this wiki is to provide a home for community contributors from across Europe, to create a dynamic and updatable picture of open access activity in the EU.

If you would like to contribute to this wiki please contact the [DRIVER Helpdesk](#) for a password. The password will allow you to edit most of the wiki except the homepage and the pages listing the countries represented in the wiki. These pages are edited by the DRIVER Wiki administrator to ensure consistency.

To ensure that as many people as possible can read your contribution we recommend that you write in a major European language.

The basic structure of the wiki showing different countries should remain intact. We suggest that individual country pages are left to the editorship of people within that country, with local knowledge, to ensure its accuracy and relevance. We have also put suggested headings underneath each country's page to try to get some degree of commonality across the different pages.

However, beyond this, the information that is provided under each country is really up to the contributors. For example, you might like to note the particular funding environment in your country, or list some significant institutions or people that are working in your country, or note any local, or international, conferences or events that are being held. For more ideas have a look at how other country pages have been developed.

To facilitate community development contributors to the wiki may if they wish provide their contact details in the relevant section at the bottom of each wiki page.

As material develops in maturity or when material has long-term interest or relevance, then this may be taken through into the main DRIVER-Support website.

Powered by PmWiki

- DRIVER Support Web
- DRIVER Wiki
 - General Topics
 - DRIVER Guidelines
 - European Union
 - Non EU Europe
 - Rest of the World
- Restricted Pages
 - Content Network Group
- PmWiki Software
 - Basic Editing
 - Wiki Sandbox
 - Driver Wiki Admin
- Contact Us

Annex 3. RSP Wiki <http://www.rsp.ac.uk/pmwiki/>

RSP Wiki homepage

REPOSITORIES SUPPORT PROJECT JISC Repository

Home Page | Building Repositories | Expanding Content | Increasing Usage | Using RSP

Home Page > Using RSP > RSP Wiki Recent Changes - Search Wiki

RSP Wiki

[Main](#) / View Edit History Print

Welcome to the RSP Wiki

The RSP Wiki is designed to encourage repository administrators & managers, software providers, and others to share information and experiences about their repositories and products with fellow members of the Open Access community. Contributions are arranged under three main headings:

[Institutional Repositories](#)

In this section, administrators and managers are encouraged to give brief descriptions of the repositories they manage, news of developments or local initiatives, etc. We will provide a Wiki page for each UK educational institution that would like one.

[Software Products](#)

In a similar fashion, the section enables software developers to provide details of their products under a series of standard headings. These entries are moderated to ensure site-wide consistency and balance.

[Outsourcing Solutions](#)

Not everyone want the hassle of having to set up and maintain their own repositories. This section is dedicated to companies and organisations who will do everything for you on a contract basis. Again, standard headings are used.

[RSP Events and Initiatives](#)

This section intended for follow-up activities from RSP-organised events and initiatives. Access to the pages in this section are normally restricted by password to the participants in the particular activity.

Using RSP

- [RSP Wiki](#)
 - [Institutional Repositories](#)
 - [Software Products](#)
 - [Outsourcing Solutions](#)
 - [RSP Events & Initiatives](#)
 - [Summer School 2007](#)
 - [Summer School 2008](#)
 - [PmWiki Software](#)
 - [Basic Editing](#)
 - [Wiki Sandbox](#)
 - [RSP Wiki Admin](#)
- [RSP Events](#)
- [RSP Publications](#)
- [About RSP](#)
- [Contacts](#)
- [Resource Bank](#)
- [Site Map](#)