D3.2: Dissemination/Standardisation Plan & Activities, Iteration 1

WP3– Dissemination and Training

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List of Acronyms

CA	Consortium Agreement
GA	Grant Agreement
DoW	Description of Work
EC	European Commission
EU	European Union
PM	Person Months
PCC	Project Coordination Committee, called 'General Assembly' in the Consortium Agreement
TAB	Technical Advisory Board
TCC	Technical Coordination Committee
TIMBUS	Timeless Business Processes and Services
WP	Work Package
WP2	Work Package Exploitation
WP3	Work Package Dissemination and Training
CAIXA MAGICA	Caixa Magica Software LDA
DPC	Digital Preservation Coalition
INESC ID	Instituto de Engenharia de Sistemas e Computadores, Investigação e Desenvolvimento em Lisboa
INTEL	Intel Performance Learning Solutions
iPharro	iPharro Media GmbH
ITM	Westfälische Wilhelms-Universität Münster
KIT	Karlsruher Institut für Technologie
LIP	Laboratório de Instrumentação e Física Experimental de Partículas
LNEC	Laboratório Nacional de Engenharia Civil
SAP	SAP AG
SBA	Verein zur Förderung der IT-Sicherheit In Österreich
SQS	Software Quality Systems AG
BCM	Business Continuity Management
BPC	Business Process Continuity
ERM	Enterprise Risk Management
iERM	Intelligent Enterprise Risk Management
AV	Audio-visual
RSS	RDF Site Summary (often dubbed Really Simple Syndication), a family of web feed formats used to publish frequently updated works
SME	Small and medium-sized enterprises

For further acronyms, please see the Reference section at the end of this report.

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1 Executive Summary

This document sets out

- the strategy for the TIMBUS project's internal and external dissemination and training activities for the whole duration of the project, from April 2011 to March 2014,
- detailed trainings planning for Year 2 (April 2012 to March 2013),
- reporting on dissemination and training activities for Year 1 (April 2011 to March 2012).

The plan specifies the project's communication, dissemination and training objectives and the key messages which should be promoted in all external communication processes.

The document also includes a detailed and formal dissemination plan that contains the strategy that will be employed to meet these objectives, including the communication channels to be utilised, the relevant information requirements, responsibilities and an indication of frequency and timings of dissemination activities, the stakeholder groups with which the project will engage and the roles and responsibilities of TIMBUS participants. Tasks, Milestones and a timeline are defined and will be updated and expanded upon as the project progresses.

Developing the Dissemination/Standardisation Plan has helped bring a consistent, and importantly, a shared sense of purpose to all TIMBUS partners about what is the problem TIMBUS addresses and how it will do it.

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2 Introduction

The TIMBUS project on "Digital Preservation for Timeless Business Processes and Services" is a large-scale pan-European project co-funded by the European Union under the Seventh Framework Programme (FP7) and coordinated by SAP Research, Belfast. TIMBUS brings together 12 national European industrial organisations, research institutions and SMEs.

It focuses on **resilient business processes**. It will make the execution context, within which data is processed, analysed, transformed and rendered, accessible over long periods. Furthermore, continued accessibility is often considered as a set of activities carried out in the isolation of a single domain. TIMBUS, however, considers the **dependencies on third-party services, information and capabilities** that will be necessary to validate digital information in a future usage context.

TIMBUS will deliver

- **processes** and **methods** for digitally preserving business processes,
- a flexible and extensible software **architecture** that supports the major technical components and prototypes from TIMBUS,
- intelligent **tools** and **technologies** to support digital preservation of business processes,
- **use cases** to guide the development of and with which to validate TIMBUS products. They are
    - engineering services and systems for digital preservation,
    - civil engineering infrastructures,
    - eScience and High Energy Physics.

to ensure

- **continued access** to **services,**
- to **produce the context** within which information can be **accessed, properly rendered, validated and transformed into knowledge.**

This approach extends traditional digital preservation approaches (e.g. Strodl, Petrov, Rauber, 2011) by introducing the need to analyse and sustain accessibility to business processes and the supporting services, and it aligns preservation actions with enterprise risk management (ERM) and business continuity management (BCM). The complexity and scale of enterprise business processes makes TIMBUS exceptionally relevant.

Effective Dissemination and Training activities will ensure the widest possible adoption of these results in the user community as well as enabling commercial tool and service providers to compete in a new market place for differentiated preservation services and tools.

WP3 is the Dissemination and Training component of the TIMBUS project. Its purpose is to raise awareness of TIMBUS, engage and involve prospective users of TIMBUS, and to maximise adoption of TIMBUS methodology, technology, and services. This will be achieved through a variety of communication channels,

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such as internet presence, representation in standards bodies, publications and presentations at regional and international forums, training events and demonstrators. It will form constructive partnerships with EU and other digital preservation projects, TIMBUS partner institutions, funding bodies and wider intermediaries and influencers, such as trade and professional bodies in target territories.

WP3 will draw on the findings of research conducted in WP2 (Exploitation) to inform outreach activities. Demonstrators and case studies will be deployed as part of the training program to support users embedding TIMBUS in their organisations. The two work-packages will collaborate in building a central resource of institutional and intermediary contacts which the project can draw on for input to TIMBUS development.

This document sets out planned dissemination and training activities for the project duration.

While this document covers partner internal training and dissemination activities it does not extend to internal project communications in TIMBUS.

For more information on the background of the project as well as further details on work packages, please refer to Annex I - “Description of Work” of the original project contract.

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3 Workpackage Partners

The Digital Preservation Coalition (DPC) leads this work package with input from the project partners. WP3 will also be guided by the external Technical Advisory Board (TAB) (TIMBUS Description of Work, Page 38 ff, http://timbusproject.net/about/project-governance) consisting of interested experts from differing industry sectors.

Table 1 lists WP3 contacts by workpackage.

Table 1: WP3 Contacts by workpackage

Work Package	Lead Contact
1	SAP – Isabel Mundet: Isabel.mundet@sap.com
2	Intel - Finian Rogers: finian.g.rogers@intel.com
3	DPC - William Kilbride: william@dpconline.org
4	SBA - Andreas Rauber: rauber@ifs.tuwien.ac.at
5	SAP – Wasif Gilani: wasif.gilani@sap.com
6	CAIXA MAGICA - John Thomson: john.thomson@caixamagica.pt Paulo Trezentos: paulo.trezentos@caixamagica.pt
7	SAP - Wasif Gilani: wasif.gilani@sap.com
8	INESC ID - José Borbinha: jlb@ist.utl.pt
9	INESC ID - José Borbinha: jlb@ist.utl.pt

Table 2 lists WP3 contacts by partner organisation. The Primary Contact also has the role of WP3 Media Spokesperson for the organisation, unless otherwise noted.

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Table 2: WP3 Contacts by partner organisation.

	Partner	Primary Contact	Secondary Contact(s)	Person Months
1	SAP	Wasif Gilani:wasif.gilani@sap.com	Isabel Mundet Isabel.mundet@sap.com	3
2	SBA	Andreas Rauber: rauber@ifs.tuwien.ac.at	Stephan Strodl sstrodl@sba-research.org Rudolf Mayer rmayer@sba-research.org	4
3	SQS	Frank Simon: frank.simon@sqs.com	Daniel Simon: Daniel.simon@sqs.com	2
4	ITM	Barbara Kolany: barbara.kolany@uni-muenster.de	Martin Hecheltjen: martin.hecheltjen@uni-muenster.de Silviya Yankowa: silviya.yankova@uni-muenster.de	2
5	INESC ID	José Borbinha: jlb@ist.utl.pt	Gonçalo Antunes: gonçalo.antunes@ist.utl.pt Ricardo Vieira: rjcv@ist.utl.pt Artur Caetano: artur.caetano@ist.utl.pt	3
6	iPharro	Gregor Heinrich: g.heinrich@ipharro.com	Volker Hahn: v.hahn@ipharro.com	2
7	INTEL	Mike Nolan: michael.nolan@intel.com	Finian Rogers: finian.g.rogers@intel.com	3
8	CAIXA MÁGICA	John Thomson: john.thomson@caixamagica.pt Media Spokesperson: Paulo Trezentos paulo.trezentos@caixamagica.pt / paulo.trezentos@iscte.pt	Mário Romão: mario.romao@caixamagica.pt Luis Santos: luis.santos@caixamagica.pt Andreia Palma: andreia.palma@caixamagica.pt	2
9	LNEC	José Barateiro: jbarateiro@lnec.pt	Pedro Miranda: pgmiranda@lnec.pt	2
10	KIT	Martin Alexander Neumann: mneumann@teco.edu		2
11	LIP	Jorge Gomes: jorge@lip.pt	Gonçalo Borges: gonçalo@lip.pt	2
12	DPC	Angela Dappert: angela@dpconline.org	William Kilbride: william@dpconline.org	40
			Total	**67**

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4 Dissemination Principles

Wherever possible, research results will be communicated for the external awareness creation and knowledge building within the targeted user and scientific communities of the European Union. The communication should guide and prepare potential users for the benefits and potential of the expected outcomes of the TIMBUS project.

4.1 Mission Statement

Dissemination is responsible for the communication on the project and its results, both to the internal audience, the scientific community and the potential business users of the TIMBUS project. Hence all partners of this project are aware of and committed to a proper communication of the project results. It is the principle of all dissemination activities to use research results to create value within the targeted communities of the European Union and to lead industries at the leading edge within the global market place.

4.2 Dissemination and Training Objectives

The objectives of the TIMBUS dissemination and training strategy are:

1. to foster project internal communication, cohesion and information exchange,
2. to raise stakeholder awareness of the benefits TIMBUS products provide,
3. to promote TIMBUS results and inform stakeholders of significant milestones reached,
4. to make TIMBUS products available to the community,
5. to maximise adoption of TIMBUS products
    a. of TIMBUS methodology, technology, and services,
    b. of TIMBUS specifications in appropriate standards and regulatory bodies,
6. to provide sustainable training material that can be used past the end of the project,
7. to collaborate and align TIMBUS results with external initiatives and, possibly, form alliances,
8. to manage external expectations of TIMBUS,
9. to support exploitation
    a. through dissemination and training activities that lead to the successful exploitation of TIMBUS products,
    b. to use outreach events as an opportunity for open dialogue with key stakeholders and user communities to gather requirements and to understand the impact of emerging technological trends on them, and adjust TIMBUS tools and services accordingly.

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5 Key Messages

The following are TIMBUS' key messages to be used in all dissemination activities.

A. TIMBUS is addressing the challenge of long-term digital preservation for business processes and services.

B. TIMBUS analyses and recommends which aspects of a business system should be preserved for the long-term and how to preserve them.

C. TIMBUS is extending existing research and experience in risk and business continuity management and aligning these with digital preservation research.

D. TIMBUS is developing a framework of methodologies, tools and services to support organisations that have the need to safeguard processes and services over the long term.

E. TIMBUS will create value within the targeted communities of the European Union and disseminate its results to industries at the leading edge within the global market place.

F. TIMBUS' work on understanding and enabling process preservation will demonstrate the digital preservation benefits to a new range of users beyond memory institutions, to include, for example, the manufacturing and service industry.

G. TIMBUS is working proactively to establish partnerships with institutions, companies and projects engaged in providing digital preservation and business continuity tools and services.

H. TIMBUS is applying a novel approach to a very challenging research area and is producing valuable contributions within its research area.

I. Led by Europe, our TIMBUS industry partners, SMEs and research partners contribute to a global network of digital preservation expertise.

J. TIMBUS is a strategic project co-funded by the European Union under the Seventh Framework Programme.

The long-term time is defined to be

- as long as necessary to provide access to the business process,
- enduring changes in the underlying political, economic, social, technological, environmental and legal environment.

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6 Stakeholders

It is important to understand the project's internal and external stakeholders in order to engage successfully with them. Requirements of significant stakeholder groups will be a key consideration when producing dissemination and training outputs throughout the project. This section

- analyses potentially interested user industries and fields of science and engineering,
- analyses the roles of stakeholders within their organisations,
- analyses their potential interests,
- analyses the stakeholder groups, their definition, example organisations and their position within an impact matrix,
- matches the stakeholder groups against their interests, TIMBUS objectives for engaging with them, and the key messages to be used in these communications.

Considerable effort has already been made in Year 1 to engage with a variety of the identified stakeholder groups. These are documented in Deliverable 2.1 (Exploitation Plan Iter. 1) and in Appendix A.

6.1 Potential TIMBUS User Industries

The training will address stakeholders from a large spectrum of potential industries by liaising with Internal Business Units of the large consortium partners, including:

- Industry and service companies involved in the different sectors represented by the case studies
  - Engineering Services and Systems for Digital Preservation,
  - Civil Engineering Infrastructures,
  - eScience and High Energy Physics.
- Financial and Public Services:
  - Banking and Finance,
  - Defence & Security,
  - Education & Research,
  - Government,
  - Healthcare,
  - Insurance,
  - Memory Institutions (Libraries, Museums and Archives)
  - Public Sector.
- Manufacturing:
  - Aerospace & Defence,
  - Automotive,
  - Chemicals,

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  - Construction & Operations,
  - Consumer Products,
  - Engineering,
  - Fashion and Retail,
  - High Tech,
  - Industrial Machinery & Components,
  - Life Sciences,
  - Mining,
  - Oil & Gas.
- Service:
  - Business Consultancy,
  - Document Management,
  - Insurance,
  - IT Services/Software,
  - Legal Services,
  - Media, Press and Publishing,
  - Professional Services,
  - Telecommunications,
  - Transportation & Logistics,
  - Utilities.

6.2 Potential TIMBUS User Roles

The potential users of TIMBUS processes, methods and tools include

- Business Continuity Managers/Planners (managerial),
- Risk Managers/Planners (managerial),
- Product Architects (technical),
- Software Service Engineers (technical),
- Professional Escrow Service Providers (technical),
- Digital Preservation Officers (managerial and technical).

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6.3 Potential Stakeholder Interest in TIMBUS

The potential users of TIMBUS processes, methods and tools inevitably have different interests in TIMBUS and its activities and outcomes. Some of the most important interests are:

- **Strategic direction**: How TIMBUS outcomes influence the strategic direction of an organisation,
- **Organisational impact**: What impact using the TIMBUS approach might have on an organisation,
- **Project Progress**: How the TIMBUS project progresses, where difficult research areas or quick win opportunities are identified,
- **Tools, services and infrastructure**: Availability of TIMBUS products,
- **Research**: TIMBUS research results,
- **Competitive position**: How TIMBUS products influence an organisation's competitive position,
- **Partnership/collaboration**: Where opportunities for partnerships and collaborations lie.

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6.4 TIMBUS Stakeholders and Stakeholder Analysis

Table 3 displays

- the TIMBUS stakeholder groups, their definition and example organisations,
- a stakeholder map that maps the various stakeholders against their interests defined in Section 6.3,
- the TIMBUS goals for engaging in communication with them, using the objectives defined in Section 4.2,
- the key messages to be used in these communications, based on the key messages defined in Section 5.

In the next section we will discuss what methods will be used in order to establish the flow of information to and from the individual stakeholder group.

Table 3: TIMBUS stakeholders and how to target them

Community	Description	Examples (see Reference section)	Goals and interests							Relevant Objectives									Relevant Key Messages									
			sd	oi	pp	ts	r	cp	pc	1	2	3	4	5	6	7	8	9	A	B	C	D	E	F	G	H	I	J
			Strategic direction	Organisational	Project Progress	Tools, services and	Research	Competitive	Partnership/collab	internal comms	stkhldr awareness	TIMBUS results	prdct availability	maximise adoption	training material	collaborate &align	Mng expectations	spprt exploitation	long-term preserv.	Identify relv.context	BCM + DP	Method, tool, svcs	Create value	New users	partnerships	Novel approach	Global pertner	Led by EU
TIMBUS participants	Researchers and administrators working on the TIMBUS project	The individual participants in the TIMBUS project			x	x	x		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
TIMBUS partner organisations	TIMBUS partner organisations	The partners listed in Table2	x	x	x	x		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

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Community	Description	Examples (see Reference section)	Goals and interests							Relevant Objectives									Relevant Key Messages									
			sd	oi	pp	ts	r	cp	pc	1	2	3	4	5	6	7	8	9	A	B	C	D	E	F	G	H	I	J
Preservation Research Community	Research groups interested or directly involved in digital preservation	Members of organisations, such as, the Digital Preservation Coalition (DPC), the Digital Curation Centre (DCC), the National Coalition for Digital Preservation (NCDD), the National Digital Information Infrastructure and Preservation Program (NDIIPP)	x		x	x	x		x		x	x	x	x	x	x	x		x	x	x	x	x	x	x	x	x	x
Risk Management, Business Process Management, Business Intelligence and Model Driven Engineering Community	Research groups interested or directly involved in risk management, business process management, business continuity management, business intelligence, IT disaster recovery, etc.	Examples include ERM Research (e.g. ISO, 2009; Olson and Wu 2007; DCC and DPE, 2009), BPMI, BPM Research (e.g. SAP and Accenture, 2009), Model Driven Architecture (MDA) (e.g. Frankel, 2003), Workflow Coalition Management.	x		x	x	x		x		x	x	x	x	x	x	x		x	x	x	x	x	x	x	x	x	x
Related DP projects and initiatives (EC and others)	EC funded projects on digital preservation and or process or workflow preservation	(e.g. Strodl, Petrov, Rauber, 2011), e.g. Aparsen, Scape, the HEPiX Forum, the ICFA Study Group, and DigCurV. See Appendix B, Relevant Organisations and Projects			x	x	x		x		x	x	x		x	x	x		x	x	x	x	x	x	x	x	x	x

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Community	Description	Examples (see Reference section)	Goals and interests							Relevant Objectives									Relevant Key Messages									
			sd	oi	pp	ts	r	cp	pc	1	2	3	4	5	6	7	8	9	A	B	C	D	E	F	G	H	I	J
Organisations promoting digital preservation	Organisations whose goal is advocacy, advice, training and promotion	e.g. the Digital Preservation Coalition (a TIMBUS member), the Open Planets Foundation, the Alliance for Permanent Access, the DCC, the Library of Congress education initiatives, the DPTP, SNIA See Appendix B, Relevant Organisations and Projects	x	x	x	x	x	x	x		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		x
Organisations promoting business continuity	Organisations whose goal is advocacy, advice, training and promotion	e.g. British Standard Institute (BSI), International Standard Organization (ISO), Business Continuity Institute (BCI), BSI Group, Deloitte, KPMG, Verizon Business, Gartner, Accenture	x	x	x	x	x	x	x		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		x
Suppliers of digital preservation tools and services	e.g. Digital repository providers	e.g. Ex Libris, Tessella, DAITSS, Duraspace, Archivematica, Drambora (DCC and DPE, 2009)	x	x	x	x	x	x			x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		x
Suppliers of business continuity / risk management tools and services	e.g. Professional Escrow Service Providers (technical)	e.g. SAP	x	x	x	x	x	x			x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		x

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Community	Description	Examples (see Reference section)	Goals and interests							Relevant Objectives									Relevant Key Messages									
			sd	oi	pp	ts	r	cp	pc	1	2	3	4	5	6	7	8	9	A	B	C	D	E	F	G	H	I	J
Practitioners and managers in industry, science and engineering interested in the longevity of their processes	e.g. see Section 6.1, 6.2	Please see examples in TIMBUS Deliverable D2.1 on Exploitation opportunities	x	x		x	x	x			**x**	**x**	**x**	**x**	**x**	**x**	**x**	**x**	**x**	**x**	**x**	**x**	**x**	**x**	**x**	**x**		**x**
Suppliers	Suppliers that feed into business processes. Their input will impact the requirements for future forms of the relevant processes.	Suppliers of cloud storage, such as Amazon; suppliers of escrow services, such as NCC Group	x	x		x	x	x			**x**	**x**	**x**	**x**	**x**	**x**	**x**	**x**	**x**	**x**	**x**	**x**	**x**	**x**				**x**
Consumers	Consumers of business process outputs. Their usage and production of material will impact the requirements for future forms of the relevant processes.	Anybody						x			**x**	**x**	**x**	**x**	**x**	**x**	**x**		**x**	**x**	**x**	**x**	**x**	**x**				**x**

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Community	Description	Examples (see Reference section)	Goals and interests							Relevant Objectives									Relevant Key Messages									
			sd	oi	pp	ts	r	cp	pc	1	2	3	4	5	6	7	8	9	A	B	C	D	E	F	G	H	I	J
Policy Makers, Regulatory and Funding bodies, Mediators		e.g. politicians, members of parliament, management in industries interested in the longevity of processes, journalists	x	x				x			**x**	**x**				**x**	**x**	**x**	**x**	**x**	**x**	**x**	**x**			**x**	**x**	**x**
Higher Education	Providers of up-to-date training needs about digital longevity and BCM	Further and higher education, industry and government training programmes	x	x		x	x		x		**x**	**x**	**x**		**x**		**x**		**x**	**x**	**x**	**x**			**x**	**x**		**x**
Media	Providers of information on current technological and industrial developments	Newspaper, magazines, TV, radio, internet content producers	x	x		x	x	x			**x**	**x**					**x**		**x**	**x**	**x**	**x**	**x**			**x**		**x**
Public	The general public	anybody		x		x	x	x			**x**	**x**			**x**		**x**		**x**	**x**	**x**	**x**	**x**			**x**		**x**

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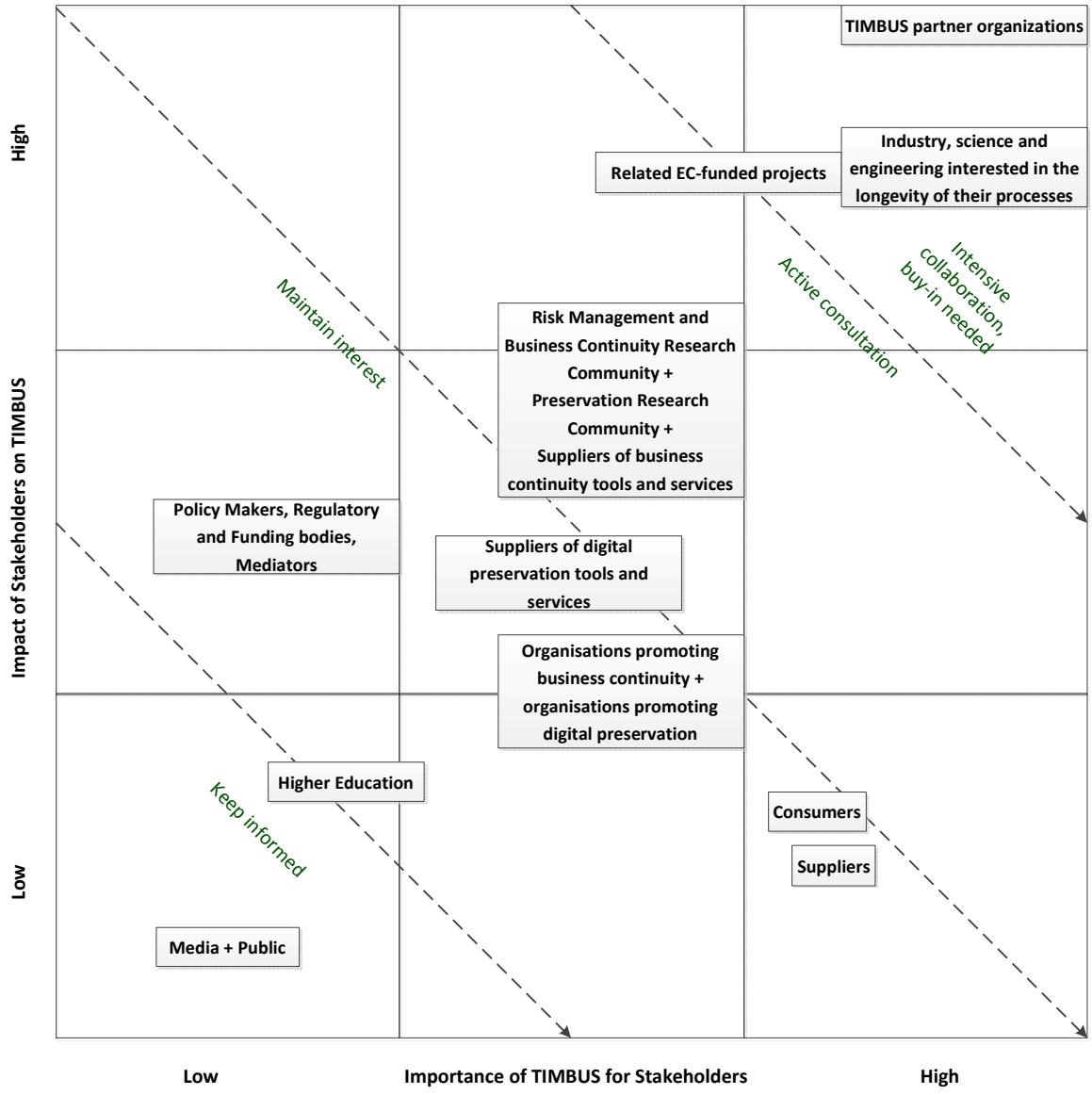
The power/impact matrix below is used to analyse the importance of each stakeholder to the project and the potential impact of the project on them, which determines the level and type of stakeholder management and communication activities. Looking only on the horizontal plane, we see that the further to the right a stakeholder is positioned in the matrix the more impact TIMBUS will have on them. Looking only on the vertical plane, we see that the further up a stakeholder is positioned in the matrix the more impact the stakeholder will have on the TIMBUS project.

It is important to note that stakeholders may move up or down the matrix as the project progresses and the matrix, therefore, needs to be revisited during the project. Stakeholders can and should enhance and even alter the course of the project.

Table 4: Stakeholder power/impact matrix



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7 Communication Channels and Responsibilities

TIMBUS will seek many opportunities to disseminate information about the project, its progress and its results. The communication will be different for different communication channels. Communication should happen whenever there is something relevant to say with respect to the stakeholders' goals, (Section 6.3), the project's objectives (see Section 4.2) and the project's key messages (see Section 5). The communication will be at a detail relevant to the communication channel and audience.

This section

- analyses the general dissemination approach,
- analyses the general communication channels,
- analyses responsibilities, content and dissemination frequencies arising from the Consortium Agreement, the Grant Agreement and the stakeholder analysis.

7.1 Dissemination Approach

In order for the dissemination to be effective, an integrated approach will be necessary, combining templates, guidelines and approval processes on one side with a communication platform, publication, event participation and release plans on the other. This requires a combined effort of project management, the dissemination workpackage, and workpackage management of the research workpackages.

TIMBUS researchers, project management and the WP3 workpackage are responsible for seizing opportunities to present and promote dissemination of TIMBUS through the printed and spoken media. If a participant obtains contact with an interested stakeholder but is not able to meet the interest himself, the stakeholder should be referred to TIMBUS project management who will then handle the contact.

Dissemination opportunities will be promoted by the Programme, the Commission, a project cluster or any cross-programme actions.

Feedback will be encouraged. Contact information, in the shape of the project website address http://timbusproject.net and contact mail address info@timbusproject.net, will be provided with any written and spoken communication. Emails sent directly to info@timbusproject.net will be received by project management who will either respond or redirect the email to the relevant contact person in TIMBUS.

WP3 is responsible for measuring the achievement of the Dissemination and Training objectives. There will be evaluation of dissemination activities, for example monitoring of bibliometric indicators, analysis of press coverage and feedback from training/workshop/conference sessions. Specific success criteria and measures will be defined and monitored as appropriate.

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7.2 Communication Channels

The communication channels that TIMBUS will use in order to disseminate information fall into two categories:

- Communication channels set up and controlled by the project,
- Communication channels set up and controlled by external stakeholders.

Table 5: Communication channels

	Communication channels set up and controlled by the project	Communication channels set up and controlled by external stakeholders
Publicity Materials	• Project brochure • Project poster • Online Newsletters	• Spoken or written releases to the media (project)

Materials	• Training Material
	  • Slides
	  • Papers
	  • Reading lists
	  • Audio-visuals
	• White papers
	• Demonstrator software
	• Project software
		• Publications (regional and international)
		  • Conference papers
		  • Journal or magazine papers
		  • Articles in international digital preservation or business continuity newsletters
		  • Articles in popular publications
		• Spoken or written releases to the media (results)
		  • Articles
		  • Interviews
		  • AV webposts (YouTube, Vimeo, etc.)

Social Media	• Website http://timbusproject.net/ • Social Media: Twitter, LinkedIn, Facebook • Email address info@timbusproject.net • RSS feeds • Mail list news@timbusproject.net	• Discussion lists/groups/forums • Online event calendars related to digital preservation • Mailing lists distributing information to international community of digital preservation researchers • Weblogs

Events	• Training events
	• Demonstration events
		• Presentations (regional and international)
		  • Conference presentation
		  • Workshops
		  • Poster sessions
		  • Representation at industry or trade show events

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Partnerships	• TIMBUS partner institutions
	• EU and other digital preservation initiatives
	• Funding bodies
	• Wider intermediaries and influencers, such as trade and professional bodies in target territories
	• WP2
		• Representation on standards bodies
		  • General assemblies
		  • Working groups
		• National and international networks – including partners' contacts

Internal	• Reading List • Wiki project resources • Stakeholder lists • Media contact lists • Dissemination record • Dissemination plan and report • Dissemination evaluation	

7.3 Responsibilities, Content and Dissemination Frequencies

7.3.1 Project roles

- Project Participant – any staff member employed in the TIMBUS project,
- Project Partners – called 'grant beneficiaries', mainly private or public organisations, and exceptionally individuals, chosen by the European Commission for their capacity to implement the projects concerned. (http://ec.europa.eu/grants/introduction_en.htm),
- Project Management: Combines 'Project Management Execution' and 'Coordination of Administrative Activities' from the TIMBUS Description of Work, Page 38 et sqq.; also called 'Board' in the Consortium Agreement,
- Project Coordination Committee (PCC) – also called 'General Assembly' in the Consortium Agreement,
- Work package Leader,
- Technical Advisory Board (TAB).

7.3.2 Responsibilities defined in the Consortium Agreement (CA)

The responsibilities are guided by the Consortium Agreement. Excerpts of relevant text follow.

> 3.2.1.2 The General Assembly shall be responsible for the overall direction of the Project, and specifically, subject to the relevant provisions of the GA, for: …
>
> (h) deciding upon the plan for using and disseminating Foreground.

> 3.3.1.3 The Board shall be responsible for making the proposal to the General Assembly on the

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following topics: …

(d) implementing Article II.12.11 of the GA and proposing press releases and (without prejudice to Section 4.4) joint publications by the Parties with regard to the Project; …

3.3.2.6 In the cases of Sections 3.3.1.3, (a), (c), (d), (e), (f) and (j), decisions shall be taken by a majority of 75% of the votes of the Board members present or represented by proxy at a quorate meeting, provided that in case of Section 3.3.1.3 (a), (d) and (e) a Board member who represents a Party whose scope of work, time for performance, costs, Project Share or liabilities would be changed, or whose information would be published, disclosed or disseminated, or whose name would be included in a press release, may veto such decisions on reasonable grounds.

3.4.3.3 Each Party agrees:

…

(c) not to use, in the execution of the Project, any third party materials, unless all of the other Parties have beforehand accepted such use in writing. Any third party material issued to the Project by a Party shall be clearly identified and marked as ”THIRD PARTY MATERIAL”, and shall be provided to the other Parties with the source of such third party material and any license and other terms of use relating to such material. No Party will be under any obligation to accept from another Party for use or otherwise any third party material hereunder or under the GA. Third party materials as used herein shall include, without limitation: code downloaded from the internet, whether or not it contains a copyright notice; information received from another person or entity

4.4 Publications, press releases, contributions to standards and reports to the Commission

[1] The beneficiaries shall, throughout the duration of the project, take appropriate measures to engage with the public and the media about the project and to highlight the financial support of [the Union] [Euratom]. Unless the Commission requests otherwise, any publicity, including at a conference or seminar or any type of information or promotional material (brochure, leaflet, poster, presentation etc), must specify that the project has received research funding from [the Union] [Euratom] and display the European emblem. When displayed in association with a logo, the European emblem should be given appropriate prominence. This obligation to use the European emblem in respect of projects to which [the Union] [Euratom] contributes implies no right of exclusive use. It is subject to general third-party use restrictions which do not permit the appropriation of the emblem, or of any similar trademark or logo, whether by registration or by any other means. Under these conditions, beneficiaries are exempted from the obligation to obtain prior permission from the Commission to use the emblem. Further detailed information on the EU emblem can be found on the Europa web page.
Any publicity made by the beneficiaries in respect of the project, in whatever form and on or by whatever medium, must specify that it reflects only the author’s views and that the [the Union] [Euratom] is not liable for any use that may be made of the information contained therein.

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4.4.1 Publications

Dissemination activities including but not restricted to publications and presentations shall be governed by the procedure of Article II.30.3 of the EC-GA subject to the following provisions. No Party shall have the right to publish or allow the publishing of any data which constitutes Foreground, Background or Confidential Information of another Party, even where such data is amalgamated with such first Party's Foreground, Background or other information, document or material. Any such publication without such other Party's written agreement justifies, in addition to any other available remedies, objection to the publication by the Party concerned in accordance with GA Article II.30.3.

A copy of any proposed publication in connection with or relating to the Project shall be sent to the Co-ordinator and by the Co-ordinator to the Parties at the earliest time possible. Any of the Parties may object to the publication within thirty (30) days after receipt of a copy of the proposed publication on any of the following grounds: (i) that they consider that the protection of the objecting Party's Foreground would be adversely affected by the proposed publication, (ii) that the proposed publication includes the Confidential Information of the objecting Party, or (iii) the publication of such information would be contrary to the legitimate interests of the objecting Party. The proposed publication shall not take place until the expiry of the above period of thirty (30) days. In the absence of any objection within the above mentioned period, it is deemed that the Parties agree to the proposed publication. Following the end of the above mentioned period, the Co-ordinator shall inform the Parties whether or not any objection has been received.

In the event that an objection is raised on any of the above defined grounds within the above period of thirty (30) days, the Party proposing the publication and the Party objecting shall seek in good faith to agree on a solution on a timely basis whereby such objection is resolved. The Parties undertake to cooperate to allow the timely submission, examination, publication and defence of any dissertation or thesis for a degree which includes their Foreground or Background. However, confidentiality and publication clauses have to be respected.

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4.4.2 Contributions to Standards

Except as explicitly provided in Annex I of the GA, or as otherwise stated in Annex 7 to this CA, no Party shall have any obligation pursuant to this CA to make any contribution for incorporation of its own Foreground in any European or other standard. No Party shall have the right to contribute to a standard or allow the contribution to a standard of any data which constitutes Foreground, Background or Confidential Information of another Party, even where such data is amalgamated with such first Party's Foreground, Background or other information, document or material. Any such contribution without such other Party's written agreement justifies, in addition to any other available remedies, objection to the contribution by the Party concerned in accordance with GA Article II.30.3.

A copy of each proposed contribution of Foreground to a meeting of a standards organisation included in the schedule distributed by the Board in accordance with Section 3.3.1.3 (j), (hereinafter referred to as a "Scheduled Meeting"), for the purpose of incorporation in a standard, shall be distributed to the Parties, by the Party proposing to submit the contribution, no later than thirty (30) days prior to the date of the meeting ("Review Period").

Any Party may submit a written objection, to such contribution to the Party proposing the standards contribution and to the Board, within a period of twenty (20) days, ("Objection Period") after receipt of a copy of the proposed contribution on either or both of the following grounds: (i) that the objecting Party considers that the protection of the objecting Party's Foreground would be adversely affected by the proposed contribution; (ii) that the proposed contribution includes the Foreground, Background or Confidential Information of the objecting Party. The proposed contribution shall not be made until the expiry of the above period of twenty (20) days. Any objection accompanied by evidence indicating, prime facie, that the objection is justifiable, is hereinafter referred to as a "Justifiable Objection". In the absence of any Justifiable Objection on either or both of the above grounds within the above mentioned period, it is deemed that the Parties agree to the proposed contribution. Following the end of the above mentioned period, the Board shall inform the Parties whether or not any objection has been received and whether such objection(s) is/are Justifiable Objections. In the event that a Justifiable Objection is raised on either or both of the above defined grounds within the above period of twenty (20) days, the Party proposing the publication and the Party objecting shall seek in good faith to agree a solution on a timely basis whereby the Justifiable Objection is resolved. No such standards contribution shall be made in respect of which any Justifiable Objection remains unresolved.

For all other proposed contributions of Foreground for the purpose of incorporation in a standard, the above procedure of this Section 4.4.2 shall apply accordingly, except that the Review Period shall be forty (40) days and the Objection Period shall be thirty (30) days.

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4.4.3 Disclaimer and marking of Confidential Information provided to the Commission In addition to the GA Article II.4.6:

(a) all information provided to the Commission, and press releases shall have a valid disclaimer saying:
“The information in this document is provided "as is", and no guarantee or warranty is given that the information is fit for any particular purpose. The above referenced consortium members shall have no liability for damages of any kind including without limitation direct, special, indirect, or consequential damages that may result from the use of these materials subject to any liability which is mandatory due to applicable law. Copyright 201.. by … [Annotation: please list all partners who contributed to the respective project deliverable].";

and

(b) Confidential Information provided to the Commission will be marked, stating the information is confidential and may be used only for information purposes by European Community Institutions to whom the Commission has supplied it.

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7.3.3 Responsibilities defined in the Grant Agreement (GA)

The responsibilities are also guided by the Grant Agreement. One example is listed here. Please see the full text for complete information.

II.30. Dissemination
1. Each beneficiary shall ensure that the foreground of which it has ownership is disseminated as swiftly as possible. If it fails to do so, the Commission may disseminate that foreground.
2. Dissemination activities shall be compatible with the protection of intellectual property rights, confidentiality obligations and the legitimate interests of the owner(s) of the foreground.
3. At least 45 days prior notice of any dissemination activity shall be given to the other beneficiaries concerned, including sufficient information concerning the planned dissemination activity and the data envisaged to be disseminated. Following notification, any of those beneficiaries may object within 30 days of the notification to the envisaged dissemination activity if it considers that its legitimate interests in relation to its foreground or background could suffer disproportionately great harm. In such cases, the dissemination activity may not take place unless appropriate steps are taken to safeguard these legitimate interests. The beneficiaries may agree in writing on different time-limits to those set out in this paragraph, which may include a deadline for determining the appropriate steps to be taken.
4. All publications or any other dissemination relating to foreground shall include the following statement to indicate that said foreground was generated with the assistance of financial support from [the Union] [Euratom]: **The research leading to these results has received funding from the [European Union] [European Atomic Energy Community] Seventh Framework Programme ([FP7/2007-2013] [FP7/2007-2011]) under grant agreement n° [xxxxxx].** Any dissemination activity shall be reported in the plan for the use and dissemination of foreground, including sufficient details/references to enable the Commission to trace the activity. With regard to scientific publications relating to foreground published before or after the final report, such details/references and an abstract of the publication must be provided to the Commission at the latest two months following publication. Furthermore, an electronic copy of the published version or the final manuscript accepted for publication shall also be provided to the Commission at the same time for the purpose set out in Article II.12.2 if this does not infringe any rights of third parties.

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7.3.4 General Communication Responsibilities

In addition to the responsibilities laid out in the Consortium and Grant Agreements the general communication responsibilities are as captured in Table 6:

Table 6: Responsibilities, content and dissemination frequencies

	Communication channel	Responsibility	What	When
	All	The project manager and the project coordinator are the primary spokespersons for the project. Each partner must appoint a spokesperson who will be available for contact and comments. Please see Table 2. WP3 will make the list of all the spokespeople (including their contact information) available on the project wiki. Project participants refer contacts with an interested stakeholder to project management who will then handle the contact, if they cannot meet the interest themselves. The Commission, project management, and project participants promote dissemination opportunities. Project participants include a reference to http://timbusproject.net and the contact mail address info@timbusproject.net with any written and spoken TIMBUS related communication.		Project duration

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	Communication channel	Responsibility	What	When
Publicity Materials	Project brochure	WP3 designs the project brochure. Project management guides the design and content development. Each partner acquires copies and distributes them at relevant dissemination events. WP3 distributes it on the website, project wiki, RSS feeds, Mail list news@timbusproject.net, and social media.	Project objectives and description; Project consortium (incl. key personnel);	Before end of Year 1 subsequent monitoring for currentness
Publicity	Project poster	WP3 designs the project poster. Project management guides the design and content development. Each partner uses the project poster at relevant dissemination events.	Project objectives and description; Project consortium (incl. key personnel);	Before end of Year 1 subsequent monitoring for currentness
Publicity Materials	Online Newsletters	WP3 creates regular external online newsletters. Project management, workpackage leaders and project participants contribute content to it. Project management guides the content development. WP3 distributes newsletters on the website, project wiki, RSS feeds, Mail list news@timbusproject.net, and social media. Partners with access to relevant communication channels distribute newsletters.	Project objectives and description; Project progress; Workpackage activities; Looking ahead;	Bi-annual starting after Year1 Review

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	Communication channel	Responsibility	What	When
Materials	Trainings Material • Slides • Papers • Reading lists • Audio-visuals • Demonstrator software • Research posters	WP3, project management and workpackage leads plan the content of training material. The Advisory Board advises on the desired training content. Project participants prepare training material. Project participants provide contact information about target audiences. WP3 hosts and promotes training material on the project website timbusproject.net	Training segments • problems addressed • solutions developed • case studies	To be ready for training events Online resources: when mature material can be developed
		Training 0: Project internal training material on digital preservation and business continuity management. See Appendix A for a description of the delivered training events		Year 1, M4 & M6

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<table>
<tr><th></th><th>Communication channel</th><th>Responsibility</th><th>When</th></tr>
<tr><td>Materials</td><td>Trainings Material
• Slides
• Papers
• Reading lists
• Audio-visuals
• Demonstrator software
• Research posters</td><td>
Training 1: A general presentation for potential users, both on a national or regional basis and in different industrial sectors, based on WP4 and the Industrial Use Cases (WP7-WP9)
● objectives ● contents of the TIMBUS project ● introductory tutorials on TIMBUS processes
to establish the business and economic risk and to establish how to plan for long term business continuity management following the TIMBUS approach.

Planned training modules for Year 2

Each module consists of a 45 - 60 minute presentation, followed by two 60 minute sections consisting of hands-on exercises, software demonstrations, case studies or further in-depth lectures. They can be combined modularly. The first hour segments of each module can be combined for seminars. Each module will be delivered at least once in Year2.
<table>
<tr><th>Work package</th><th>Module Topic</th><th>Responsible contact</th></tr>
<tr><td>Task 4.1</td><td>Linking Digital Preservation into Enterprise Risk Management</td><td>Daniel Burda, SAP</td></tr>
<tr><td>WP 4, 5, 6</td><td>Legal issues of Digital Preservation</td><td>Barbara Kolany, ITM</td></tr>
<tr><td>WP 4, 5, 6</td><td>Context information, Metadata & Reasoning</td><td>Alex Neumann, KIT</td></tr>
<tr><td></td><td>Business Continuity Management</td><td>Wasif Gilani, SAP</td></tr>
<tr><td></td><td>Infrastructure, Architecture and Storage</td><td>Mike Nolan, Intel</td></tr>
<tr><td></td><td>Introduction to Digital Preservation</td><td>Angela Dappert, DPC, possible co-operation with the Digital Continuity project at the TNA</td></tr>
<tr><th></th><th>Internal training</th><th>Responsible contact</th></tr>
<tr><td>WP8 and WP9</td><td>A workshop with civil engineers and physicists as target audience(this would be mainly for internal dissemination of LNEC and LIP)</td><td>José Barateiro, LNEC</td></tr>
</table>
</td><td>Year 2, M16 - M19 (Training Material & Programme Iter.1 due in M18)

Events in collaboration with DPTP and APARSEN.

Events organised by DPC (Year 2 Briefing Day on Business Continuity).

Events in combination with conferences.

For potential training venues please see Annex B.</td></tr>
</table>

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	Communication channel	Responsibility	What	When
Materials	Trainings Materials • Slides • Papers • Reading lists • Audio-visuals • Demonstrator software • Research posters	**Training 2**: Training modules on the technology resulting from RTD activities aimed at introducing the TIMBUS process, infrastructure, tools and capabilities to the European service providers and consumers. The following technologies will form components that can be flexibly placed into a general training programme or industry specific programme: • Intelligent ERM; • Service Dependency Analysis and Reasoning; • Legalities Lifecycle Management; • Software Service Engineering for Digital Preservation; • Business Process Virtualisation and Storage; • Business Process Exhumation and Integration.		Year 3, M26 - M31 (Training Material & Programme Iter.2 due in M30)
		Training 3: Training modules to instruct training personnel of tertiary university and industrial courses for training beyond the end of the project.		Year 3, M 35
Materials	White papers	Project participants create and disseminate white papers. WP3 disseminate white papers on request and on the project website timbusproject.net	Authoritative report on the topic of timeless business processes	As opportunity arises

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	Communication channel	Responsibility	What	When
Materials	Demonstrator software	Workpackage leaders plan the creation of demonstrator software. Project participants create, host and disseminate demonstrator software, if this is agreed by the consortium. WP3 disseminate demonstrator software on the project website and in training material, if this is agreed by the consortium.	Software or AV material illustrating key properties of TIMBUS software products	Year 2, M24 Year 3, M32 - M35
Materials	Project software	Workpackage leaders plan the creation of project software. Project participants create, host and disseminate project software if this is agreed by the consortium. WP3 disseminate project software on the project website, if appropriate. Project participants disseminate project software on open source platforms, if appropriate.	TIMBUS software products	Year 3, M32 - M35

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	Communication channel	Responsibility	What	When
Social Media	Website http://timbusproject.net/	WP3 and project management design, develop, and maintain the content of the project website. Each project participant contributes content to WP3. DPC hosts, supports and maintains the website. WP3 responds to feedback and requests or refer them to project management. Every project participant promotes the website in presentations and publications.	Project overview; Project consortium (incl. key personnel); Project news and related news and events from partnership organisations; Events; Registration for mailing list; Feedback form; Contact information; Public deliverables; TIMBUS products (publicity materials; publications; presentations; public demonstrator videos; software downloads; standards activities; etc.); Links to partnership websites	As opportunity arises
Social Media	Social Media: Twitter, @timbus_project, LinkedIn, Facebook, Wikipedia	WP3 develops edits and maintains the content of social media sites. Project participants contribute content to it. Where the accounts are not openly writeable this is done by email to WP3.	Project news Project events Related news and events	As opportunity arises

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	Communication channel	Responsibility	What	When
Social	Email address info@timbusproject.net	WP3 sets up and maintains the email account. Project management reply to email or forward email for follow-up.	Responses to incoming email	As opportunity arises
Social Media	RSS feeds	WP3 sets up RSS facility on the website. RSS feeds send out news items and publicity material added to the project website.	Project news Project events Newsletters Publicity material	M9
Social Media	Mail list, registered at http://timbusproject.net/	WP3 develops, edits and maintains the content of the mailing list.	Project events Newsletters Publicity material	M9
Events	Training events	WP3, project management and workpackage leads plan the content of training events. Project participants prepare and deliver training sessions. Project participants provide contact information about local target audiences. WP3 plans, advertises, and executes training events.	See notes under “Training material”	See notes under “Training material”

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	Communication channel	Responsibility	What	When
Events	Demonstration events	WP3, project management and workpackage leads plan the content of demonstration events. Project participants prepare and deliver demonstration sessions. Project participants provide contact information about local target audiences. WP3 plans, advertises, and executes demonstration events.	Content co-ordinated with training events	Co-ordinated with training events At conferences and workshops As opportunity arises
Partnershi	TIMBUS partner institutions	Project participants plan and execute outreach activities at their own institutions.	Relevant TIMBUS results, objectives	As opportunity arises
Partnerships	EU and other digital preservation initiatives	See Section 10.4 for a list of potential partners for collaboration. a) Project participants collaborate on research, share project results and inform themselves about partners' activities. b) WP3 collaborates with the APARSEN and SCAPE project and DPTP in setting up and running joint training events. c) WP3 will disseminate news and event announcements to partners from this list.	a) Shared research Relevant TIMBUS results, objectives b) Shared training events c) Project news Project events	See notes under "Training material" As opportunity arises
Partnerships	Funding bodies	Project management will keep the European Commission and other potential funding bodies regularly informed on project progress.	Project progress Project highlights	As requested As opportunity arises

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	Communication channel	Responsibility	What	When
Partnerships	Wider intermediaries and influencers, such as trade and professional bodies in target territories	Project participants network with wider intermediaries and influencers. Project participants co-ordinate activities with WP3 and project management. WP3 disseminate outcomes.	News Events Project progress Project highlights	As opportunity arises
Partnerships	WP2 (Exploitation)	WP2 and WP3 maintain links with each other	WP3 will draw on the findings of research conducted in WP2 to inform outreach activities. Demonstrators and case studies will be deployed as part of the training program to support users embedding TIMBUS in their organisations. Collaborate in building a central resource of institutional and intermediary contacts	On-going

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	Communication channel	Responsibility	What	When
Internal	Reading List Wiki project resources Stakeholder lists Media contact lists	a) Project participants and WP3 maintain reading lists on the main subject branches underlying TIMBUS research. They can be used by new project participants to get a quick start on the subject matter. b) Project participants and WP3 maintain project (publications, presentations, training material, etc.) resources on the Wiki. c) Project participants supply WP3 with contact information for dissemination audiences and media connections in the targeted countries and insure the lists stay up-to-date. c1) WP3 maintains a list of media contacts in targeted countries. c2) WP3 maintains a list of dissemination audience contacts in co-operation with WP2.	a) Reading List b) Wiki project resources c1) Media contact lists c2) Stakeholder lists	As need arises As opportunity arises As resources become available
Internal	Dissemination record	Project participants record all dissemination and training activities on the project SVN at http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Deliverables/Dissemination%20Activities%20Register.xls WP3 compiles lists of dissemination activities into annual reports.	All dissemination activities as defined in this table,	As dissemination activity occurs At conclusion of dissemination activities
Internal	Dissemination Plan and Report	Project participants inform WP3 of intended dissemination activities. Workpackage leads contribute to the creation of Dissemination and Standards Plans. WP3 prepares Dissemination and Standards Plans. Project management confirm Dissemination and Standards Plans.	See content of this document	M6 M12 M24 M36

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	Communication channel	Responsibility	What	When
Internal	Dissemination evaluation	Project management and WP3 define success criteria and metrics. WP3 evaluates the impact of TIMBUS dissemination and training events.	Metrics to evaluate dissemination and training activities (e.g. bibliometric indicators, analysis of press coverage and feedback from training/workshop/conference sessions)	During / at conclusion of dissemination activities
Publicity Materials	Spoken or written releases to the media (project)	WP3 and project management write and issue press releases. Workpackage leads or project participants provide input or confirm contents. One project partner in each country has the press releases translated and distributed in their individual countries. Project management and the WP3 collaborate in overseeing this activity, and where practical will monitor the effectiveness of the communication. Press releases will be targeted at: • Technology, science, data processing, library and information management, industry, and business media • Publications aimed at Chief Information officers • Relevant European Commission titles	Major project developments Events Updates on progress	Upon major project developments, events

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	Communication channel	Responsibility	What	When
Materials	Scientific publications (regional and international) • Conference papers • Journal or magazine papers • Articles in international digital preservation or business continuity newsletters • Research posters	Project management identifies possible venues (see Section 10.1 for the list). Project participants create and submit publications. Project participants co-ordinate publications with WP3 and project management. WP3 disseminate publications on request and on the project website timbusproject.net.	Relevant TIMBUS results, objectives	As milestones and results are achieved

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	Communication channel	Responsibility	What	When
Materials	Popular publications (regional and international) • Articles in popular publications	Project management, WP3 and project participants identify possible venues Project participants create and submit publications. Project participants co-ordinate publications with WP3 and project management. WP3 disseminate publications on request and on the project website timbusproject.net.	The problem of timeless business processes, how TIMBUS is addressing this and progress/results.	As opportunity arises
Materials	Spoken or written releases to the research area specific media • Articles • Interviews • AV webposts	Project management, WP3 and project participants identify possible venues Project participants issue releases to the media. Project participants co-ordinate publications with WP3 and project management. Workpackage leads provide input or confirm contents. WP3 disseminate media releases on request and on the project website timbusproject.net.	The problem of timeless business processes, how TIMBUS is addressing this and progress/results.	As opportunity arises

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	Communication channel	Responsibility	What	When
Social Media	Discussion lists/groups/forums Weblogs Online event calendars related to digital preservation Mailing lists distributing information to international community of digital preservation researchers	Project participants, project management and WP3 contribute on external social media. Project participants contact individuals who publish on digital preservation and business continuity management on external social media and keep them informed about relevant project progress and news. Project management and workpackage leads notify WP3 of any TIMBUS events and confirm event details. WP3 submits information about TIMBUS activities to related online event calendars and mailing lists.	Discussion of relevant issues Major project developments News items relevant to TIMBUS; Updates on progress Announcements of training events, joint conferences etc.	As opportunity arises
Events	Conference presentation	Project management identifies possible venues (see Section 10.1 for the list). Project participants create presentations. Project participants co-ordinate presentations with WP3 and project management. WP3 disseminate presentation slides, posters, demos on request and on the project website timbusproject.net.	Relevant TIMBUS results, objectives	Upon acceptance of publication Upon invitation

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	Communication channel	Responsibility	What	When
Events	Workshops	WP3, workpackage and task leads organise and execute thematic TIMBUS outreach workshops.	Technical issues on project task level	As opportunity arises
Events	Poster sessions	WP3 and project participants identify opportunities for displaying TIMBUS project and research posters. WP3 and project participants identify opportunities display TIMBUS project and research posters.	Technical issues on project task level	As opportunity arises
Events	Representation at industry or trade show events	Project management identifies possible venues (see Section 10.2 for the list). Project participants plan and execute participation at industry and tradeshow events. Project participants co-ordinate presentations with WP3 and project management.	Presentations (talks or displays) of project goals, results and opportunities for involvement	As opportunity arises
Partner-ships	Representation on standards bodies • General assemblies • Working groups	Project management identifies possible venues (see Section 10.3 for the list). Project participants participate in meetings. Project participants create written proposals. Project participants write minutes and post on the project Wiki for WP3 http://timbus.teco.edu/projects/wp3/wiki/WP3_Top_Page	Insights gained in TIMBUS	Regular presentation

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	Communication channel	Responsibility	What	When
Partner-ships	National and international networks – including partners' contacts	Project participants present and disseminate information about TIMBUS to their contacts in national and international networks.	Relevant news items and dissemination materials.	As opportunity arises

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8 WP3 Derivative Products

In addition to the primary dissemination products, TIMBUS also produces derivative, reusable products for WP3. They are listed in the Table 7.

Table 7: WP3 derivative products

Product	Explanation
Branding	Report and slide templates for Open Office and Microsoft Office to be reused by all project participants. They are located at http://timbus.teco.edu/projects/timbus/repository/show/General/Templates on the project-internal SVN
Media contact lists	A list of popular and subject-specific media contacts for dissemination of project press releases or popular media articles.
User contact list	A list of user stakeholders for TIMBUS products for WP2 and WP3 (confidential)
Mailing list	A list of interested contacts for distribution of newsletters and events announcements. Obtained through RSS feed and registration on http://timbusproject.net/ (confidential)
Listserv mailing lists	A list of distribution lists for dissemination (see Appendix B, Relevant Distribution Channels)

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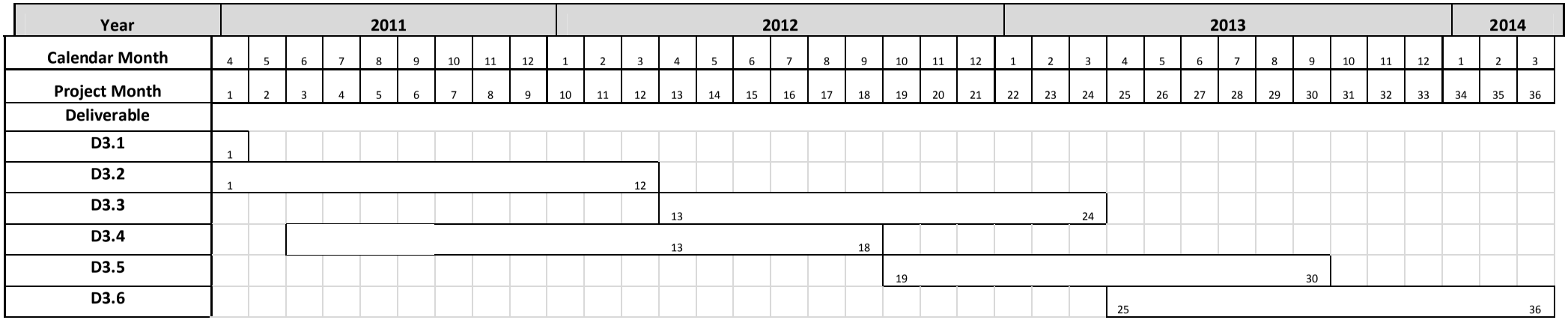
9 Timeline

Table 8 displays the deliverables and timelines for WP3.

Table 8: Workpackage WP3 deliverables and timeline

D3.1	Project Website [T3.3]
D3.2	Dissemination /Standardisation Plan & Activities Iter.1 [T3.1, 3.2]
D3.3	Dissemination /Standardisation Plan & Activities Iter.2 [T3.1, 3.2]
D3.4	Training Material & Programme Iter.1 [T3.4]
D3.5	Training Material & Programme Iter.2 [T3.4]
D3.6	Dissemination /Standardisation Plan & Activities Review/Assessment [T3.1, T3.2]



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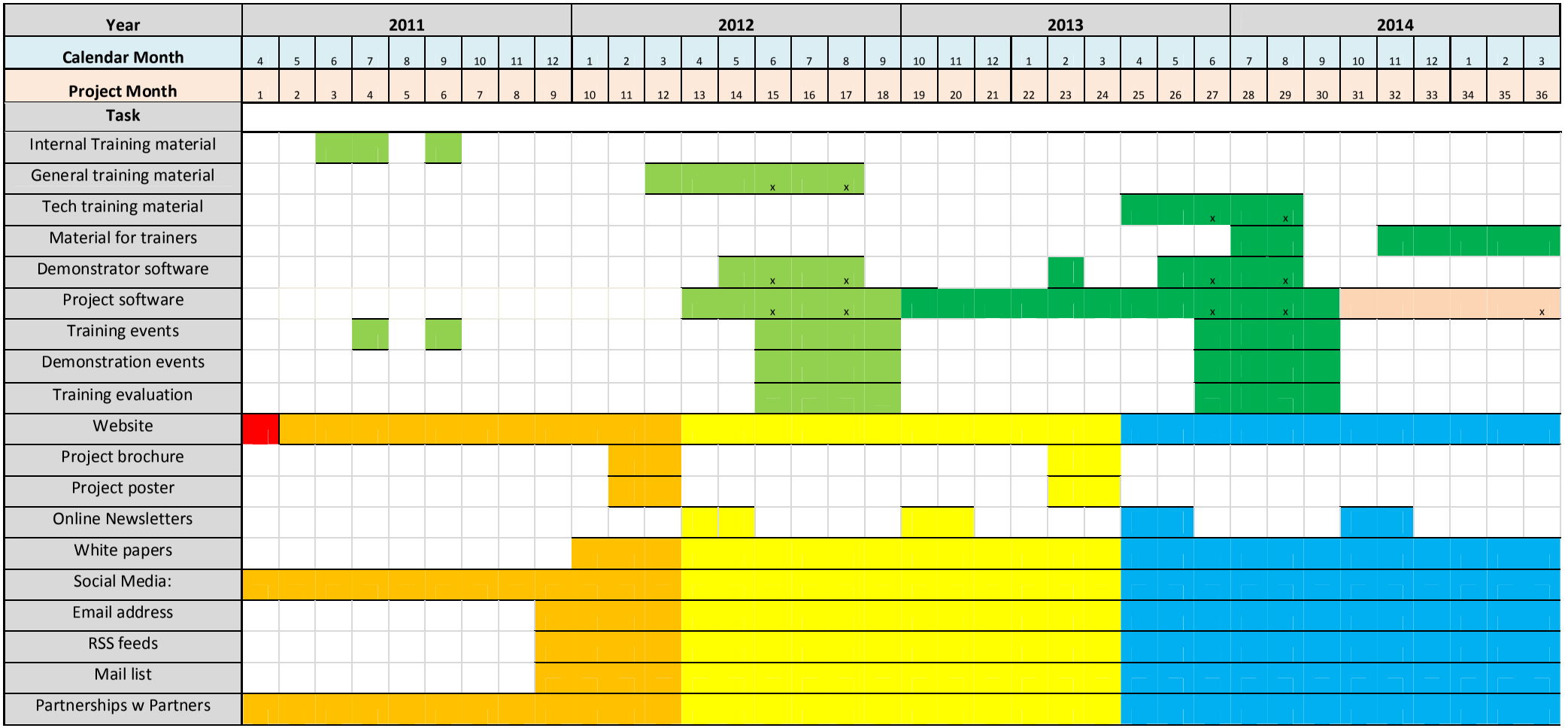
The Gantt chart in Table 9 displays the times at which effort is needed to set-up or maintain a communications channel. The colours in the chart connect the task with the workpackage deliverables in Table 8.

Table 9: WP3 (Dissemination and Training) Gantt chart.



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10 Effort

Table 10 shows an estimate in effort allocated to the communication channels identified in Section 7. Effort marked in red indicates R&D resources that contribute to dissemination.

Table 10: Effort allocated to communication channels.

Task	Effort DPC	Effort non-DPC
Internal Training material	**1.00**	
General training material	1.00	6.00
Tech training material	1.00	6.00
Material for trainers	3.00	
Demonstrator software		x
Project software		x
Training events	4.00	3.00
Demonstration events	1.00	1.00
Training evaluation	0.75	0.50
Website	**1.00**	
Project brochure	1.00	1.00
Project poster	1.00	0.75
Online Newsletters	3.00	1.50
White papers		x
Social Media:	1.50	
Email address	0.50	0.50
RSS feeds	.0	
Mail list	0.75	
Partnerships w Partners	1.5	x
Partnerships w initiatives	0.50	x
Partnerships w funders		x
Partnerships w intermed's		x
Partnership w WP2	x	x
Reading List	0.50	0.25
Wiki project resources	2.00	0.50
Stakeholder lists	1.00	0.75
Media contact lists	1.00	0.25
Dissemination record	4.00	0.50
Dissemination Plan	5.00	0.75
Dissemination evaluation	1.00	0.25
Project releases to the media	0.25	0.75
Publications	2.00	x
Result releases to the media	1.00	0.75
Discussion lists/groups/forums	1.00	x
Online event calendars	0.75	0.25
External mailing lists	0.75	0.75
External weblogs	0.75	0.75
Presentations	2.00	x
Partnerships w standards	3.00	x
Partnerships w networks	0.75	x
Clarify IP issues	> 0	
Effort Expected	53.00	27.00 **80.00**
Effort DoW	40.00	27.00 **67.00**

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The current estimate indicates that there is not enough effort allocated to WP3. This is recorded as a project risk. Possible risk mitigation is to transfer effort from other work-packages or to cut dissemination output to a sustainable level.

Table 11 shows how the effort for WP3 is mapped to the Deliverables as laid out in the DoW and in the Project Plan

Table 11: WP3 effort by deliverable and partner organisation

Deliverable		Effort DoW	Effort Project Plan	SAP	SBA	SQS	ITM	INESC-ID	iPharro	Intel	CMS	LNEC	KIT	LIP	DPC
		67	67	3	4	2	2	3	2	3	2	2	2	2	40
D3.1	Project Website [T3.3]	2	1												1
D3.2	Dissemination /Standardisation Plan & Activities Iter.1 [T3.1, 3.2]	15	11.17	0.77			0.5			0.4			0.5		9
D3.3	Dissemination /Standardisation Plan & Activities Iter.2 [T3.1, 3.2]	16	9.90	0.5	1			1		0.4					7
D3.4	Training Material & Programme Iter.1 [T3.4]	15	20.73	0.73	1	1	0.5	1	1	1	1	1	1.5	1	10
D3.5	Training Material & Programme Iter.2 [T3.4]	16	19.80	1	1	1	1	1	1	0.8	1	1		1	10
D3.6	Dissemination /Standardisation Plan & Activities Review/Assessment [T3.1, T3.2]	3	4.4		1					0.4					3

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11 Conclusion

This document sets out

- the strategy for the TIMBUS project's internal and external dissemination and training activities for the whole duration of the project, from April 2011 to March 2014,
- detailed trainings planning for Year 2 (April 2012 to March 2013),
- reporting on dissemination and training activities for Year 1 (April 2011 to March 2012).

The plan specifies the project's communication, dissemination and training objectives and the key messages which should be promoted in all external communication processes.

The document also includes a detailed and formal dissemination plan that contains the strategy that will be employed to meet these objectives, including the communication channels to be utilised, the relevant information requirements, responsibilities and an indication of frequency and timings of dissemination activities, the stakeholder groups with which the project will engage and the roles and responsibilities of TIMBUS participants. Tasks, Milestones and a timeline are defined and will be updated and expanded upon as the project progresses.

Developing the Dissemination/Standardisation Plan has helped bring a consistent, and importantly, a shared sense of purpose to all TIMBUS partners about what is the problem TIMBUS addresses and how it will do it.

Appendix A demonstrates the breadth and amount of TIMBUS dissemination activities in Year 1 in mostly quantitative metrics. In Year 2 we hope to also qualitatively assess our effort through feedback from event attendees. Year 2 will enable us to disseminate the research results and tools coming out of Year 1 and Year 2 in additional ways.

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Annex

The annex consists of 2 parts. The first annex lists the dissemination activities that have happened in the TIMBUS project from April 2011 to February 2012. The second annex lists identified partners, organisations and venues for TIMBUS activities in the second year.

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A. Dissemination Activities Register for TIMBUS Year 1

This appendix document the dissemination and training events that have taken place in the TIMBUS project between April 2011 and February 2012.

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TIMBUS Presentations

Table 12: TIMBUS presentations delivered in Year 1

Date	Place	Title of presentation	Presentation	Target audience	Size of audience	Countries addressed	Speaker(s)	Event name, link to event	Comments	Partner(s)
2011			http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2 Dissemination/Documents/Presentations%20Library/TIMBUS_summary_2011_01.pptx				Phil Taylor		TIMBUS Introductory Slides	SAP
27-Jun-11	Oxford	The TIMBUS Project, Digital Preservation for Timeless Business Processes and Services	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2 Dissemination/Documents/Presentations%20Library/DPC%20Directors%20Group%202011_01.pptx	Digital Preservation Managers at DPC member organisations	40	UK	Angela Dappert	DPC Directors Group Meeting		DPC
29-Jun-11	London	The TIMBUS Project, Digital Preservation for Timeless Business Processes and Services	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2 Dissemination/Documents/Presentations%20Library/DPC%20Directors%20Group%202011_01.pptx	Digital Preservation researchers and practitioner interested in DP education	80	world	Angela Dappert	ICE Forum 2011, http://www.jisc.ac.uk/whatwedo/programmes/preservation/iceforum		DPC

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Date	Place	Title of presentation	Presentation	Target audience	Size of audience	Countries addressed	Speaker(s)	Event name, link to event	Comments	Partner(s)
27-Sep-11	York	The TIMBUS Project, Digital Preservation for Timeless Business Processes and Services	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2 Dissemination/Documents/Presentations%20Library/TIMBUS_Hackathon_2011_09-v1.pptx	Digital Preservation researchers and practitioner interested in DP education	30	Mostly UK with reps from Nether-lands, Denmark, USA and France	William Kilbride and Angela Dappert	Practical Tools for preservation, http://www.dpconline.org/events/details/34-hackathon?xref=33		DPC
29-Sep-2011	Lisbon	Linux 20 years later	http://eventolinux.org/images/linux_20anosdepois_caixamagica.pdf	Technical Professionals. Industry Leaders. Open Source community	700	Portugal	Paulo Trezentos	Evento Linux, http://eventolinux.org/	Explained the role of open source in large EC projects.	CMS
Oct-2011	Poznan - Poland	SLA translation with a model driven business impact analyses framework		Research community	>400	Europe and North America	Ulrich Winkler	ServiceWave 2011	Presented SAP TIMBUS work related to BCM along with the prototype.	SAP

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Date	Place	Title of presentation	Presentation	Target audience	Size of audience	Countries addressed	Speaker(s)	Event name, link to event	Comments	Partner(s)
Oct-2011	Leixlip	Dependable Cloud, Researching Business-Ready Cloud Computing and Internet of the Future	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2 Dissemination/Documents/Presentations%20Library/Leixlip%20RESEARCH@INTEL%202011%20SOFT%20SIGNAGE%20dependable%20cloud%20v2%201a.pptx	Intel employees, academics, the media and government officials	?	Europe	Mike Nolan, John Kennedy and Joe Butler	Research @ Intel (R@I) Europe	Accompanied by stand at the event	Intel
19-Oct-11	Hamburg	Risk Assessment of Digital Holdings	http://timbusproject.net/component/docman/doc_download/9-risk-management-and-digital-preservation	Digital Preservation practitioners and managers	110	world	Angela Dappert	Goportis Digital Preservation Summit 2011, http://www.digitalpreservationsummit.de/		DPC

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Date	Place	Title of presenta-tion	Presenta-tion	Target audience	Size of audience	Countries addressed	Speaker(s)	Event name, link to event	Comments	Partner(s)
31-Oct-11	Brus-sels, Belg-ium	Business Continuity Managem ent (BCM)		Conceptual Modelling researchers and practitioners		world	Phil Taylor	Conference on Conceptual Modeling (ER 2011) http://er2011.ulb.ac.be/full-program	Keynote Speaker; BCM is very important for large enterprises across many different lines of business. A key factor for BCM is being able to understand enough about business processes so that accurate continuity plans can be deployed and monitored. Current research is addressing the needs of decision makers by providing simulation systems involving historical and near real-time data that help mitigate the risk of inappropriate and ineffective business continuity plans.	SAP

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Date	Place	Title of presentation	Presentation	Target audience	Size of audience	Countries addressed	Speaker(s)	Event name, link to event	Comments	Partner(s)
1-4 Nov 2011	Singa-pore	Evolving Domains, Problems and Solutions for Long Term Digital Preservation		Digital Preservation experts	140	world	Orit Edelstein, Michael Factor, **Ross King**, Thomas Risse, Eliot Salant and Philip Taylor	iPres 2011, http://ipres2011.sg/		SAP
1-4 Nov 2011	Singa-pore	Short Term Preservation for Software Industry		Digital Preservation experts	140	world	**Daniel Simon**, Frank Simon, Daniel Draws and Sven Euteneuer	iPres 2011, http://ipres2011.sg/		SQS
1-4 Nov 2011	Singa-pore	Design Decisions in Emulator Construction: A Case Study on Home Computer Software Preservation		Digital Preservation experts	140	world	**Mark Guttenbrunner** and Andreas Rauber	iPres 2011, http://ipres2011.sg/		SBA

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Date	Place	Title of presentation	Presentation	Target audience	Size of audience	Countries addressed	Speaker(s)	Event name, link to event	Comments	Partner(s)
1-4 Nov 2011	Singa-pore	Re-awakening the Philips Videopac: From an old tape to a vintage feeling on a modern screen		Digital Preservation experts	140	world	**Mark Guttenbrunner** and Andreas Rauber	iPres 2011, http://ipres2011.sg/		SBA
1-4 Nov 2011	Singa-pore	Using Grid Federations for Digital Preservation		Digital Preservation experts	140	world	**Gonçalo Antunes** and Helder Pina	iPres 2011, http://ipres2011.sg/		INESC-ID
1-4 Nov 2011	Singa-pore	Risk Assessment in Digital Preservation of e-Science Data and Processes		Digital Preservation experts	140	world	Sara Canteiro and **José Barateiro**	iPres 2011, http://ipres2011.sg/		INESC-ID, LNEC
9-Nov-11	Dublin	TIMBUS Project Introduction	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Presentations%20Library/TIMBUS_ProjectOverview_Finian._2011_11.pptx	NUIM	40	world	Finian Rogers, Mike Nolan	World, IVI Directorate http://ivi.nuim.ie/membership/members.shtml	Invitation from Intel to connect to Best Practices for IT Management. Agreed to support completion of the survey	INTEL

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Date	Place	Title of presentation	Presentation	Target audience	Size of audience	Countries addressed	Speaker(s)	Event name, link to event	Comments	Partner(s)
15-Nov-11	Dublin	TIMBUS Project Introduction	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Presentations%20Library/TIMBUS_ProjectOverview_Finian._2011_11.pptx	IT Management at RTE, the Irish state broadcaster	5	Ireland	Finian Rogers	Invitation by Intel to State Broadcaster	Agreed to support completion of the survey	INTEL
16-Nov-11	Dublin	TIMBUS Project Introduction	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Presentations%20Library/TIMBUS_ProjectOverview_Finian._2011_11.pptx	Pharma/ICT Companies	20	Ireland & US Multinationals	Finian Rogers	ICMR Board Meeeting http://www.icmr.ie/members.html s	Opportunity to connect with Ireland based Manufacturing Companies. Agreed to support completion of the survey	INTEL

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Date	Place	Title of presentation	Presentation	Target audience	Size of audience	Countries addressed	Speaker(s)	Event name, link to event	Comments	Partner(s)
21-Nov-11	Bristol	Escrow services for long time access: emerging trends and issues	http://timbusproject.net/component/docman/doc_download/11-escrow-and-dp	Digital Preservation practitioners and managers, collections managers, curators and archivists in all institutions, tools developers and policy makers in digital preservation, innovators and researchers in information policy and management, innovators and researchers in computing science, vendors and providers of digital preservation service	50	world	Barbara Kolany	Intellectual Property Rights and Digital Preservation http://www.dpconline.org/events/details/36-intellectual-property-rights-and-digital-preservation?xref=36		ITM

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Date	Place	Title of presentation	Presentation	Target audience	Size of audience	Countries addressed	Speaker(s)	Event name, link to event	Comments	Partner(s)
23-Nov-11	Frankfurt a.M., Germany	Holistic Software Escrow	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Presentations%20Library/BitKom/AKQM/20111123%20Holistic%20Software%20Escrow.pdf	German IT Companies	~40	Germany	Daniel Simon	AK QM (working group quality management) BITKOM (www.bitkom.de), Agenda at http://timbus.teco.edu/projects/timbus/repository/show/WP3/T3.2Dissemination/Documents/Presentations%20Library/BITKOM	Federal Association for Information Technology, Telecommunications and New Media	SQS
26-Nov-11	Muenster	Rechtliche Aspekte der digitalen Langzeitarchivierung	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Presentations%20Library/Rechtliche%20Aspekte%20der%20digitalen%20Langzeitarchivierung26-11-2011.ppt	Business lawyers, judges and legal experts	20 former Members of the ITM	Germany	Barbara Kolany	ITM conference	Explained TIMBUS and the roll of the ITM in the project	ITM

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Date	Place	Title of presentation	Presentation	Target audience	Size of audience	Countries addressed	Speaker(s)	Event name, link to event	Comments	Partner(s)
29-Nov - 11	Karlsruhe	Monitoring for Digital Preservation of Processes	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Presentations%20Library/20110929_MonitoringForDigitalPreservationOfProcesses.pptx	Context researchers and practitioners	70	World	Alex Neumann	CONTEXT 2011, http://context-11.teco.edu/		KIT, SAP
1-Dec-11	Belfast	The TIMBUS Project. Digital Preservation for Timeless Business Processes and Services	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Presentations%20Library/DPC%20AGM%202011_12%20Timbus.pptx	DPC Annual General Meeting	about 20	UK	Angela Dappert	DPC AGM 2011		DPC
7-Dec-11	Dublin	TIMBUS Project Introduction	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Presentations%20Library/TIMBUS_ProjectOverview_Finian._2011_11.pptx	Local Authorities	40	Ireland & UK	Finian Rogers	Local Authorities User Group Meeting		INTEL

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Date	Place	Title of presentation	Presentation	Target audience	Size of audience	Countries addressed	Speaker(s)	Event name, link to event	Comments	Partner(s)
5-8 December 2011	Paphos, Cyprus - Turkey	Business Continuity Service Level Agreement, translation and optimization		Researchers from academic world	150	Europe	Ulrich Winkler	ICSOC 2011, http://www.icsoc2011.cs.ucy.ac.cy/index.php	Presented SAP TIMBUS work related to BCM along with the prototype.	SAP
26-Jan-12	Cardiff, Wales	Metadata for Preserving Computing Environments	http://timbusproject.net/component/docman/doc_download/14-metadata-for-computing-environments	digital preservation professionals, software industry, computer gaming industry	50	world, mainly UK	Angela Dappert	POCOS Symposium 3, Games and Virtual Worlds; http://www.pocos.org/index.php/pocos-symposia/videogame-environments-a-virtual-worlds;		DPC
27-Jan-12	Lisbon	PhD Topics		Algos Research Group IST	15	Portugal	John Thomson	Algos Research Group Annual Meeting	Discussion of PhD Topic related to TIMBUS	CMS

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Date	Place	Title of presentation	Presentation	Target audience	Size of audience	Countries addressed	Speaker(s)	Event name, link to event	Comments	Partner(s)
15-Mar-12	Lisbon	Timbus – Timeless Business Processes and Services		Laboratório de Instrumentação e Física Experimental de Partículas researchers		Portugal	Gonçalo Borges	the LIP seminar series see: https://web.lip.pt/indico/conferenceDisplay.py?confId=237		LIP

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TIMBUS Conference Publications

Table 13: TIMBUS conference publications delivered in Year 1

Date	Place	Title of conference / magazine / journal / newspaper	Title of publication or paper	Publication	Author(s)	Partner(s)	Target audience	Countries addressed	Comments
18-21 Sept-11	Szczecin, Poland	Federated Conference on Computer Science and Information Systems	Integrated management of risk information	2011 Federated Conference on Computer Science and Information Systems (FedCSIS), Issue Date: 18-21 Sept. 2011 , On page(s): 791 - 798 , Location: Szczecin , E-ISBN: 978-83-60810-35-4 , Print ISBN: 978-1-4577-0041-5 , INSPEC Accession Number: 12361139 , Da ; http://ieeexplore.ieee.org/xpl/mostRecentIssue.jsp?punumber=6068195	José Barateiro, José Borbinha	LNEC, INESC-ID	Information Systems experts	world	Full Paper
26 - 30 Sep-11	Karlsruhe	CONTEXT 2011	Monitoring for Digital Preservation of Processes	On TIMBUS SVN: /WP3/T3.2Dissemination/Documents/Publications%20Library/iPres%202011/EU%20FP7%20Preservation%20Projects.pdf	Martin Alexander Neumann, Till Riedel, Philip Taylor, Hedda R.	KIT	Context researchers	world	Full Paper

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Date	Place	Title of conference / magazine / journal / newspaper	Title of publication or paper	Publication	Author(s)	Partner(s)	Target audience	Countries addressed	Comments
					Schmidtke and Michael Beigl				
28-29 Sep-11	Santa Barbara, CA	Environmental Information Management Conference 2011	Archiving Sensor Data, Applied to Dam Safety Information	https://eim.ecoinformatics.org/eim2011/eim-proceedings-2011	José Barateiro, Gonçalo Antunes, Hugo Manguinhas, José Borbinha	INESC-ID, LNEC			Full Paper
9-12 Oct-11	New Orleans, USA	ASIST 2011	Control Objectives for DP: Digital Preservation as an Integrated Part of IT Governance	In Proceedings of the 74th Annual Meeting of the American Society for Information Science & Technology. (ASIS&T 2011). New Orleans, LA. October 9-12, 2011 http://publik.tuwien.ac.at/files/PubDat_203334.pdf	Christoph Becker and Gonçalo Antunes and José Barateiro and Ricardo Vieira and José Borbinha	SBA, INESC-ID, LNEC	Information Science experts	world	Full Paper

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Date	Place	Title of conference / magazine / journal / newspaper	Title of publication or paper	Publication	Author(s)	Partner(s)	Target audience	Countries addressed	Comments
1-4 Nov-11	Singa-pore	iPres 2011	Evolving Domains, Problems and Solutions for Long Term Digital Preservation	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Publications%20Library/iPres%202011/EU%20FP7%20Preservation%20Projects.pdf	Orit Edelstein, Michael Factor, Ross King, Thomas Risse, Eliot Salant and Philip Taylor	SAP	Digital preservation experts	world	Full Paper
1-4 Nov-11	Singa-pore	iPres 2011	Short Term Preservation for Software Industry	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Publications%20Library/iPres%202011/ipres_2011-sqs_escrow-short_term_digital_preservation.pdf	Daniel Simon, Frank Simon, Daniel Draws and Sven Euteneuer	SQS	Digital preservation experts	world	Full Paper
1-4 Nov-11	Singa-pore	iPres 2011	Design Decisions in Emulator Construction: A Case Study on Home Computer Software Preservation	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Publications%20Library/iPres%202011/36_-_Design_Decisions_in_Emulator_Construction.pdf	Mark Guttenbrunner and Andreas Rauber	SBA	Digital preservation experts	world	Full Paper

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Date	Place	Title of conference / magazine / journal / newspaper	Title of publication or paper	Publication	Author(s)	Partner(s)	Target audience	Countries addressed	Comments
1-4 Nov-11	Singa-pore	iPres 2011	Using Grid Federations for Digital Preservation	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Publications%20Library/iPres%202011/Session3b_1.antunes.iPRES2011.pdf	Gonçalo Antunes and Helder Pina	INESC-ID	Digital Preservation experts	world	Full Paper
1-4 Nov-11	Singa-pore	iPres 2011	Risk Assessment in Digital Preservation of e-Science Data and Processes	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Publications%20Library/iPres%202011/Session3a_3.canteiro.iPRES2011.pdf	Sara Canteiro and José Barateiro	INESC-ID, LNEC	Digital Preservation experts	world	Full Paper
4-7 Jan-12	Maui, Hawaii	45th Hawaii International Conference on System Sciences	Manage Risks through the Enterprise Architecture		José Barateiro and Gonçalo Antunes and José Borbinha	LNEC, INESC-ID	System Sciences experts	world	Full Paper

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Date	Place	Title of conference / magazine / journal / newspaper	Title of publication or paper	Publication	Author(s)	Partner(s)	Target audience	Countries addressed	Comments
22-24 Feb-12	Salzburg, Austria	International Legal Informatics Symposium (IRIS)	Software Escrow Agreements	http://jusletter-it.eu/	Konstantin Hobel, Stephan Strodl	SBA	Business lawyers, judges and legal experts, IT-experts	World	Full paper
27-Mar-12	Szedged, Hungary	European Research track of the Conference on Software Maintenance and Reengineering (CSMR, http://csmr2012.sed.hu)	Digital Preservation Challenges on Software Life Cycle	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Publications%20Library/CSMR%202012/Timbus_csmr_2012.pdf	José Barateiro, Daniel Draws, Martin Alexander Neumann, Stephan Strodl	LNEC, SBA, KIT, SQS		Europe	

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Date	Place	Title of conference / magazine / journal / newspaper	Title of publication or paper	Publication	Author(s)	Partner(s)	Target audience	Countries addressed	Comments
27. Mar-12	Szedged, Hungary	European Research track of the Conference on Software Maintenance and Reengineering (CSMR, http://csmr2012.sed.hu)	IT Industrialisation as Enabler of Global Delivery	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Publications%20Library/CSMR%202012/SQS_Delivery_model_cube.pdf	Daniel Simon, Frank Simon	SQS		Europe	
27. Mar-12	Szedged, Hungary	European Research track of the Conference on Software Maintenance and Reengineering (CSMR, http://csmr2012.sed.hu)	Digital Preservation Challenges on Software Life Cycle		José Barateiro, Daniel Draws, Martin Alexander Neumann, Stephan Strodl	SQS, KIT, SBA		Europe	

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TIMBUS Journal Publications

Table 14: TIMBUS journal publications delivered in Year 1

Date	Title of conference / magazine / journal / newspaper	Title of publication or paper	Publication	Author(s)	Partner(s)	Target audience	Countries addressed	Publication Type
Volume 30, Issue 1, April 2012 (tbc)	ACM Transactions on Information Systems (TOIS) http://dl.acm.org/citation.cfm?id=J779&picked=prox ISSN:1046-8188 EISSN:1558-2868	A Measurement Framework for Evaluating Emulators for Digital Preservation	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Publications%20Library/TOIS%202012/A%20Measurement%20Framework%20for%20Evaluating%20Emulators%20forDigital%20Preservation.pdf	Mark Guttenbrunner, Andreas Rauber	SBA	A scholarly journal that publishes the highest quality papers about the design and evaluation of computer software that helps people find, organise, analyse, and use information in a variety of media.	world	journal

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TIMBUS Demos

Table 15: TIMBUS demos delivered in Year 1

Date	Place	Title of conference / magazine / journal / newspaper	Title of publication or paper	Publication	Author(s)	Partner(s)	Target audience	Countries addressed
1-4 Nov-11	Singapore	iPres 2011	Re-awakening the Philips Videopac: From an old tape to a vintage feeling on a modern screen	http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Demos Library/iPres 2011/63_-_Re-awakening_the_Philips_Videopac.pdf	Mark Guttenbrunner and Andreas Rauber	SBA	Digital preservation experts	world

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TIMBUS Training Events

Table 16: TIMBUS training events delivered in Year 1

Date	Place	Event name & link	Target audience	Size of audience	Countries addressed	Title of presentations	Comments	Person(s) involved	Partner(s)
19-Jul-11	Glasgow	Digital Preservation Crash Course	TIMBUS partners	4	UK, Ireland	see below		William Kilbride, Andrew McHughes (HATII), Sharon McMeekin (Aparsen), Angela Dappert	DPC
14-Sep-11	Lisbon	Digital Preservation Crash Course	TIMBUS partners	approx. 25	Europe	see below		William Kilbride, Angela Dappert	DPC
4-Nov-11	Online	The Redmine repository and wiki	TIMBUS participants		UK, Portugal, Austria, Germany		Online training to familiarize TIMBUS partners with using the offered features of our project-internal wiki and SVN	Martin Alexander Neumann	KIT

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Date	Place	Event name & link	Target audience	Size of audience	Countries addressed	Title of presentations	Comments	Person(s) involved	Partner(s)
23-Nov-2011	Walldorf	Workshop – Business Process Criticality and Recovery of Complex Landscapes	SAP process owners	20	Germany	Prototype – BIA tool / Dynamic business process mapping	A platform for internal dissemination of the TIMBUS Business Continuity research work	Wasif Gilani	SAP

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Table 17: TIMBUS training subjects delivered in Year 1 in Glasgow

Digital Preservation Crash Course, 19 July 2011, Glasgow

Attendants: Phil Taylor, Daniel Simon, Finian Rogers, Andrew McHugh, Sharon McMeekin (APARSEN), William Kilbride, Angela Dappert

Emerging Standards	
- OAIS	William Kilbride
- PREMIS	Angela Dappert
- TRAC and other certification methods	William Kilbride
- DRAMBORA and Risk Assessment in Preservation	Andrew McHugh
Emerging practice and trends in research	
- What people actually do in preservation	Angela Dappert
- Migration, emulation and bit preservation	Sharon McMeekin
- Automation and scalability	William Kilbride
- Capacity building and policy	William Kilbride
- Other trends from APARSEN DoW	Sharon McMeekin
Main players in preservation	
- Memory institutions (who preserve because they have to)	William Kilbride
- Data owners (those who want to exploit data for some purpose)	William Kilbride
- Vendors, developers and researchers (who make tools and promote them)	William Kilbride
- Regulated institutions (Banks, public institutions, pharmaceuticals etc.)	William Kilbride

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Other projects	
- PLANETS	Angela Dappert
- SCAPE and OPF	Angela Dappert
- Other projects from FP7	William Kilbride
- Other projects of note	all

Table 18: TIMBUS training subjects delivered in Year 1 in Lisbon

Digital Preservation Crash Course, 14 September 2011, Lisbon

Attendants: 21 TIMBUS partners and students at the University of Lisbon, William Kilbride, Angela Dappert

Introduction to Digital Preservation	William Kilbride
What people actually do in preservation	Angela Dappert
OAIS	William Kilbride
PREMIS	Angela Dappert
TRAC and other certification methods	William Kilbride
DRAMBORA and Risk Assessment in Preservation	Angela Dappert
Brief introduction on migration, emulation and bit preservation; Automation and scalability; Capacity building and policy	William Kilbride

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TIMBUS Standards Activities

Table 19: TIMBUS standards involvement delivered in Year 1

Date	Place	Standard / Links	Relevance	Countries Addressed	Influence	Person(s) involved	Partner(s)
All of 2011	telecons	**PREMIS** (PREservation Metadata: Implementation Strategies) http://www.loc.gov/standards/premis/	PREMIS is an international de-facto standard concerned with developing metadata for use in digital preservation.	world	yes	T 3.1 Angela Dappert	DPC
Starting 19 December 2011	telecons	**PREMIS Environment Working Group**	PREMIS has started a temporary working group on environment modelling (=context) in November 2011 whose goal is to change the way environments are serialized in PREMIS and to improve their modelling. Target deadline is March 2012.	world	yes	T 4.4 Mike Nolan T 4.4 Alex Neumann T 3.1 Angela Dappert	Intel KIT DPC
Started December 2011	telecons	**SIRF** development as part of SNIA's **CDMI** standard	SNIA's Self-describing Information Retention Format attempts to include relevant context/metadata in a capsule along with the normal PREMIS-type preservation objects so that archival objects can be self-describing.	world	yes	T6.4 Mike Nolan T6.4 Phil Mondor	Intel

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TIMBUS Industry Events

Table 20: TIMBUS industry events in Year 1 at which TIMBUS was presented

Date	Place	Work on display	Target audience	Size of audience	Countries addressed	Person(s) involved	Industry event	Link to event	Comments	Partner(s)
Oct 11	Leixlip	Dependable Cloud, Researching Business-Ready Cloud Computing and Internet of the Future. See also the presentation slides at http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Presentations%20Library/Leixlip%20RESEARCH@INTEL%202011%20SOFT%20SIGNAGE%20dependable%20cloud%20v2%201a.pptx	Intel employees, academics, the media and government officials		Europe	Mike Nolan, John Kennedy, Joe Butler	Research @ Intel (R@I) Europe , Press Coverage, http://www.siliconrepublic.com/innovation/item/24074-europe-is-facing-an/		Hosted a stand featuring iLE's dependable cloud vision. Among the VIP's who spent time looking at our work were: • Irish prime minister Enda Kenny. • Irish minister for jobs, enterprise and Innovation, Richard Bruton, TD. • EU Commissioner for research, innovation and science, Maire Geoghegan-Quinn. • Intel Labs CTO, Justin Rattner (Intel senior fellow). • Intel Labs directors: Martin Curley, Wen-Hann Wang, Joe Schutz and Jim Held. • McAfee VP: Brian Foster • Intel Ireland site manager: Eamonn Sinnott.	Intel

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TIMBUS Collaborations and Meetings

Table 21: TIMBUS collaborations and meetings in Year 1

Date	Place	Partners in collaboration	Countries addressed	Description of collaboration / link	Comments	Person(s) respons./ involved	TIMBUS Partner(s)
Tuesday, July 19, 2011	Glasgow	HATII, Aparsen	UK, Ireland	Digital Preservation Crash Course	Co-taught with Andrew McHugh from HATII, and Sharon McMeekin from APARSEN (and DPC)	William Kilbride, Andrew McHughes, Sharon McMeekin, Angela Dappert	DPC
Tuesday, August 16, 2011	email	SCAPE project	SCAPE partner countries / Europe	Partnership with the SCAPE project on context definition for process preservation	Contact initiated via email	Alex Neumann, Angela Dappert	KIT, DPC
Thursday, Septem-ber 22, 2011	York	OPF (Open Planets Foundation)	n/a	Agreement to share training events and to distribute to each other's mailing lists		Angela Dappert, Becky McGuiness (OPF)	DPC
Friday, Septem-ber 30, 2011	Leixlip	Techdata Customer Group (resellers for HP in Europe)	Europe	Presentation on iLE research activities, with specific focus on TIMBUS.	Received feedback to investigate desktop virtualisation	Mike Nolan	Intel

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Date	Place	Partners in collaboration	Countries addressed	Description of collaboration / link	Comments	Person(s) respons./ involved	TIMBUS Partner(s)
Friday, Septem-ber 30, 2011	Leixlip	Brian O'Regan, Intel Sales & Marketing Group (SMG)	EMEA	Brian has a focus on Intel desktop management technologies, vPRO, etc. and on desktop virtualisation.	Discussion on some particular desktop virtualisation tools	Mike Nolan	Intel
Monday, October 10, 2011	Leixlip, Orlando	Intel's Strategic Architecture and Innovation group, SNIA	World	Bring the TIMBUS project to the attention of Terry Yoshii, who works for Intel IT's Strategic Architecture and Innovation group. Introduce, via him, the TIMBUS project to the digital preservation experts at SNIA (Storage Networking Industry Association). Make available a report on EU digital preservation research by Stephan Strodl and Andreas Rauber.		Michael Nolan, Stephan Strodl	Intel, SBA
11-14th October 2011	Leixlip	FP projects: TIMBUS, SLA@SOI, FIWare, Societies and IOLanes	Europe	Collaborative presentation on presenting "The Dependable Cloud" at Research @ Intel		Mike Nolan, John Kennedy and Joe Butler	Intel
4-Nov-11	Singa-pore, iPres 2011	Wf4Ever, Raul Palma	Europe	Introduced TIMBUS project to him, distributed his publication to TIMBUS participants	Raul gave a presentation on his work at iPres 2011	Angela Dappert	DPC
4-Nov-11	Singapor e, iPres 2011, email	Dirk von Suchodoletz, SCAPE and OPF	Europe	Discuss approaches for preservation of complete systems via email and in person. Response posting on blog.	This was in response to Dirk's blog at http://www.openplanetsfoundation.org/blogs/2011-10-27-archiving-complete-environments-complex-objects and iPres paper.	Mike Nolan, Alex Neumann	Intel, KIT

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Date	Place	Partners in collaboration	Countries addressed	Description of collaboration / link	Comments	Person(s) respons./ involved	TIMBUS Partner(s)
14-Dec-11	telecon	Dirk von Suchodoletz, SCAPE and OPF	Europe	Discuss approaches for preservation of complete systems via email and in person. Response posting on blog.		Mike Nolan,	Intel,
Friday, November 18, 2011	email	Robert Sharpe - Tessella, Nuclear Decommissioning Authority http://www.nda.gov.uk/	UK	Contact to determine how TIMBUS products might help	minutes: http://timbus.teco.edu/projects/timbus/repository/changes/WP3/T3.2Dissemination/Documents/Meetings and Collaborations Library/2011 12 14 MN meeting with Dirk von Suchodoletz of Freiburg University.msg	Finian Rogers, Angela Dappert	Intel DPC
Wednes-day, November 23, 2011	email	Sarah Higgins, DCC and University of Aberystwyth	n/a	Connecting with Sarah Higgins, DCC and University of Aberystwyth regarding the DCC lifecycle model, http://www.ijdc.net/index.php/ijdc/article/viewFile/69/48 andhttp://www.dcc.ac.uk/resources/curation-lifecycle-model		Daniel Draws	SQS
Sunday, November 25, 2012	email	Rick Morneau, Chevron and colleagues at Exxon Mobile	UK/US	Discussion to understand the digital preservation requirements of the oil/gas industry		Finian Rogers, Mike Nolan	Intel

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Date	Place	Partners in collaboration	Countries addressed	Description of collaboration / link	Comments	Person(s) respons./ involved	TIMBUS Partner(s)
Tuesday, November 29, 2011	email	Robert Sharpe - Tessella, Nuclear Decommissioning Authority http://www.nda.gov.uk	UK	Telecon to 1. determine how TIMBUS products might be relevant for the nuclear decommissioning / long-term record keeping 2. determine how TIMBUS relates to the Safety Deposit Box (SDB) tool as a tool baseline		Finian Rogers, Mike Nolan, Angela Dappert	Intel, DPC
From Tuesday, December 06, 2012	email and telecon	CASPAR and ENSURE	EU	Discussions with Simona Cohen (SIMONA@il.ibm.com) who is based in IBM Haifa and has worked on CASPAR and ENSURE to identify common topics. This is leading to discussion on detailed issues (such as costing information for preservation decisions) with the ENSURE partners.		Mike Nolan	Intel
Tuesday, December 06, 2011	meeting	Andrew Edmonds, OCCI co-chair	World	OCCI is the open cloud compute interface co-chair. OCCI is a common API for cloud providers and contains a storage API. CDMI is also OCCI compliant.	Very relevant link to TIMBUS as our work could be exploited here or OCCI could be used within TIMBUS	Mike Nolan	Intel
Thursday, December 15, 2011	telecon	Robert Sharpe, Dr. Ashley Hunter - Tessella	UK	Telecon on TIMBUS Architecture – Roberts initial thoughts on that, SDB product architecture - pro and cons and roadmap; DP Market place for non-memory intuitions; Sizing the Market place in €. What is the TAM for non-Memory Institutions ?; Market place Growth Trends – promising Geos and sectors.; What are the Key Drivers Is it (a) Legal /Compliance, (b) BCP, (c) eDiscovery patent protection, (d) Data reuse future commercial / scientific exploitation {scientific or seismic data} ; Any Advice to us or On-going synergies ?		Finian Rogers, Mike Nolan, Angela Dappert	Intel, DPC

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Date	Place	Partners in collaboration	Countries addressed	Description of collaboration / link	Comments	Person(s) respons./ involved	TIMBUS Partner(s)
Thursday, December 15, 2011	telecon	Andrew Pitt, formerly Pfizer Pharmaceuticals	n/a	Telecon to find out about digital preservation activities and needs in the pharmaceuticals industry		Finian Rogers, Mike Nolan, Angela Dappert	Intel, DPC
19 and 20 Dec 2011	email	Youki Kadobayashi, Nara Institute, youki-k@is.aist-nara.ac.jp	World	Youki Kadobayashi has done very interesting work on VRDF, the Virtual Resource Description Framework; Angela inquired whether he could make his ontology available		Angela Dappert	DPC
03 January 2012	telecon	Storage Networking Industry Association's Long Term Retention Technical Work Group (SNIA LTR TWG)	World	Presentation on TIMBUS to the SNIA LTR TWG		Mike Nolan, Phil Mondor	Intel
11 January 2012	email	Kirnn Kaur, British Library and Aparsen	UK	Angela contacted Kirnn to get information about preservation cost models for TIMBUS purposes		Mike Nolan, Angela Dappert	Intel, DPC
13 January 2012	Email + telecon	James Scott, Deloitte and Touche	EU	Oil and Gas, data that is preserved. How does the Petroleum Preservation Group manage data and migration?	Interesting link to a particular part of oil and gas industry as a market consultant provider. Collate lots of information.	John Thomson	Caixa Magica
19 - 24 January 2012	email	Gisle Dankle, IBM Haifa, [mailto:gisled@gmail.com]	EU	Gisle contacted TIMBUS to find out about the project objectives. Send email explaining TIMBUS work and pointed her to our publications on the web	Interested in virtualization	John Thomson, Mike Nolan	Caixa Magica, Intel

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Date	Place	Partners in collaboration	Countries addressed	Description of collaboration / link	Comments	Person(s) respons./ involved	TIMBUS Partner(s)
19 - 24 January 2012	email and telecon	Sean Barker from BAE Systems and the LOTAR project, via William Kilbride, DPC	EU	Find out about TIMBUS exploitation possibilities in the airplane industry		Finian Rogers, Mike Nolan, Angela Dappert	Intel, DPC
31 January 2012	email and telecon	Richard Zuray from Boeing, via Sean Barker, BAE	World	Find out about TIMBUS exploitation possibilities in the airplane industry		Finian Rogers, Mike Nolan, John Thomson, Angela Dappert	Intel, Caixa Magica, DPC
TBD	TBD	David Tuhy/Kerry John-Vano, Intel Storage Architecture Group	World	Example of why Intel is involved in Digital Preservation Research, 2010 NAB conference in Vegas: http://www.intel.com/content/www/us/en/architecture-and-technology/architecture-data-direct-networks-nab-2010-video.html	Mike and Finian will work to set up a meeting with Intel's Storage Architecture group to make them aware of our research	Mike Nolan, Finian Rogers	Intel, Data Direct Networks
late 01/2012	telecon	Mark Prof Mark D Plumbley Director, Centre for Digital Music School of Electronic Engineering & Computer Science Queen Mary University of London	UK	Project on sustainable software for audio and music research at www.soundsoftware.ac.uk. We are trying to encourage people to produce reproducible research results from software. It may be better if we discuss what we are doing in the new year, when we have a bit more time to give you a more rounded idea than in a short survey? Best wishes, Mark		Finian Rogers, Mike Nolan, Angela Dappert, Stephan Strodl	Intel, DPC, SBA

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Date	Place	Partners in collaboration	Countries addressed	Description of collaboration / link	Comments	Person(s) respons./ involved	TIMBUS Partner(s)
From 1 February 2012	email	Andrew McHugh, University of Glasgow and Marieke Guy, University of Bath	UK		Andrew and Marieke are organising an event that will provide an overview of current state of the art in managing of scientific research data in Belfast (at QUB) in June 2012. Preservation (virtualisation?) of scientific research processes is one of the industrial case studies in the TIMBUS project. This event offers an introduction.	William Kilbride, Wasif Gilani, Phil Taylor and Roxana Belecheanu	DPC, SAP
From 19 January 2012	telecon	DELAUNAY, Jean-Yves C20<jean-yves.delaunay@airbus.com>, Airbus and Aparsen, via William Kilbride, DPC and Aparsen	EU	Discuss Aparsen / Airbus synergy with TIMBUS		Finian Rogers, Mike Nolan, Angela Dappert	Intel, DPC

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Date	Place	Partners in collaboration	Countries addressed	Description of collaboration / link	Comments	Person(s) respons./ involved	TIMBUS Partner(s)
From 14 February		Essam Shehab e.shehab@cranfield.ac.uk, who is responsible on costs issues in the ENSURE project	EU	ENSURE / TIMBUS discussions on how to include cost issues into the preservation decision	Has agreed to discuss these issues with TIMBUS	Michael Nolan, Daniel Burda; Finian Rogers, Philip Mondor, Roxana Belecheanu, Stephan Strodl	Intel, SAP, SBA
From February 2012	Collabo-ration through other Intel work	Doug Davis, IBM	EU	Doug Davis is developing a CDMI implementation on top of Openstack Swift. Openstack Swift is to be used in TIMBUS together with a data container such as CDMI for storage of the source objects plus their metadata. Intel would like to first, influence and then, leverage this work for use in TIMBUS as it also intersects some of Intel's planned work in the FP7 Fi-Ware project.		Michael Nolan	Intel
From February 21, 2012	email	Raivo Ruusalepp <raivo@eba.ee>, University of Tallinn, Andrew McHugh <Andrew.McHugh@glasgow.ac.uk>, University of Glasgow	EU	Raivo and Andrew contacted us to start discussions on how the TIMBUS enterprise risk management aligns with their work on DRAMBORA		Roxana Belecheanu, Christine Grimm	SAP

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Date	Place	Partners in collaboration	Countries addressed	Description of collaboration / link	Comments	Person(s) respons./ involved	TIMBUS Partner(s)
February 24, 2012	meeting	Conor O Brien of Innovation Value Institute (IVI)		Discuss long-term process preservation needs	The IT-CMF is a framework for development of strategies for and management of Enterprise . IVI are introducing a new Critical Capability - Enterprise Information Management (EIM) as part of 'Managing the IT Capability' group of Capabilities. to enable organizations to define, maintain, control, provide access to, and secure data. (Strategy and Organization; Policies, Standards, and Controls; Data Management; and Data Security.)	Michael Nolan	Intel

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Date	Place	Partners in collaboration	Countries addressed	Description of collaboration / link	Comments	Person(s) respons./ involved	TIMBUS Partner(s)
Feb 28-Mar 1, 2012	SNIA Cloud Plugfest – Düssel-dorf	SNIA	world	Introducing TIMBUS to SNIA members on the Long-term retention (LTR) group and the Cloud archive and long term preservation team	Vendors bring their implementations of CDMI and OCCI to test, identify, and fix bugs in a collaborative setting with the goal of providing a forum in which companies can develop interoperable products.	Andy Edmonds	Intel

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TIMBUS Web-Based Activities, as of 2012-02-23

Table 22: TIMBUS web-based activities delivered in Year 1

Date	URL	Venue	Items delivered	Target audience	Author(s)	Comments	Partner(s)
April / December 2011	timbusproject.net	Website	33 menu items; see usage statistics below	Digital Preservation and Business Process professionals	Angela Dappert, William Kilbride	Website development happened in 2 phases. An initial Wordpress website was developed in M 1. A sustainable website that will be supported after the duration of the project was developed by December 2011	DPC
April 2011 -January 2012	timbusproject.net	News items	10 news items	Digital Preservation and Business Process professionals	Angela Dappert, William Kilbride		DPC
April 2011 -January 2012	timbusproject.net	Event Announcements	5 event announcements	Digital Preservation and Business Process professionals	Angela Dappert, William Kilbride		DPC

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Date	URL	Venue	Items delivered	Target audience	Author(s)	Comments	Partner(s)
April 2011 -January 2012	https://twitter.com/	Twitter	51 followers, 68 Tweets, plus additional TWEETS from TIMBUS participants	Digital Preservation and Business Process professionals	Angela Dappert, William Kilbride, @MichaelNolan 77, @PauloTrezentos, @johngt85		DPC, Intel, CMS
Friday, April 01, 2011	http://www.teco.edu/research/projects/timbus/	KIT website	TIMBUS – Digital Preservation for Timeless Business Processes and Services; KIT TIMBUS project summary			English speaking	KIT
Friday, November 11, 2011	http://www.lnec.pt/organization/cti/r_d ; Projectos: http://timbusproject.net/	LNEC website	LNEC TIMBUS project summary	LNEC relations		English speaking	LNEC
all year	http://www.caixamagica.pt/pag/f_notc00.php	Caixa Magica website	Website news articles	Linux, Caixa Magica community.	Paulo Trezentos/ John Thomson	Portugal primarily	CMS
Monday, 20 February 2012	http://www.sba-research.org/research/	SBA website	SBA TIMBUS project summary and link		Mark Guttenbrunner	Austria, primarily	SBA

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Table 23: Some Website statistics (new website launched in Dec 2011, as of 23 Feb 2012)

Most Popular Articles	Hits
About	1145
Resources	839
TIMBUS Survey on Long-Term Aspects of Business Continuity	648
Community	578
Contact	484
Doctoral or post-doctoral research position in the area of knowledge representation and applied reasoning available at the Karlsruher Institute of Technology	342
Project Governance	302
TIMBUS Tasks	295
Publicity Material	242
TIMBUS Project	241
Presentation on Digital Escrow Services	239
iPres 2011	237
TIMBUS Risk Management and Digital Preservation Presentation at the Goportis DP Summit 2011	216
SAP – Lead partner (Germany)	209
Research grant in the TIMBUS project	202
Intellectual Property Rights and Digital Preservation	189
Digital Preservation Crash Course - Glasgow	174
Karlsruhe Institute for Technology (KIT) (Germany)	172
Muenster University (Germany)	171
Doctoral or post-doctoral research position	171

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TIMBUS Branding

Table 24: TIMBUS branding activities in Year 1

Product	Example	Author(s)	Partner(s)
Colour scheme and font	Blue 0, 158, 219 Green 0, 128, 0 Yellow 242, 150, 63 Red 212, 0, 0 Purple 171, 55, 200 Font: Trebuchet MS		SAP
Primary logo		Gregory Farquhar	DPC
Secondary logos			SAP

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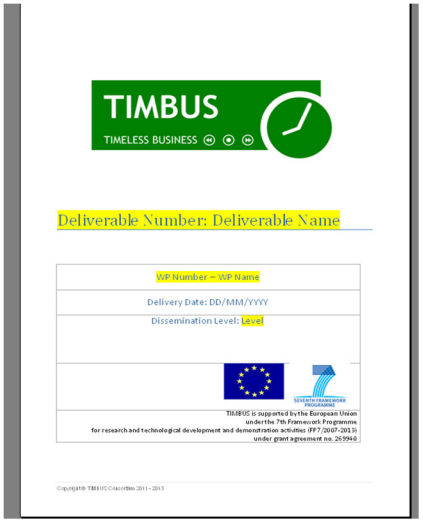
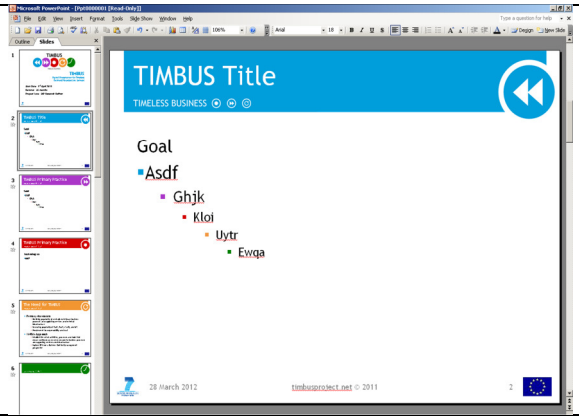
Product	**Example**	**Author(s)**	**Partner(s)**
Report template		Isabel Mundet	SAP
Slide template		Gregory Farquhar	DPC

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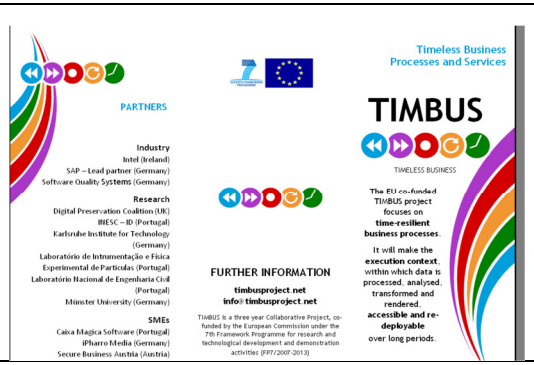
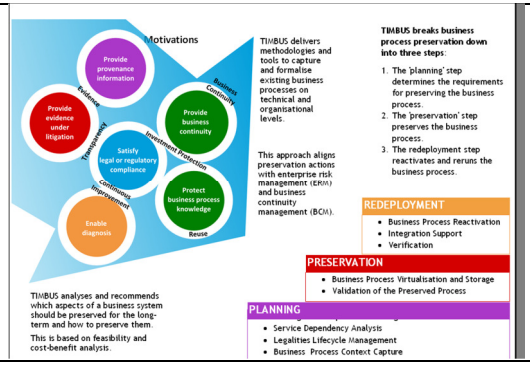
Product	**Example**	**Author(s)**	**Partner(s)**
Website timbusproject.net		Angela Dappert, William Kilbride	DPC
Brochure (Draft, as of 27 March 2012)	 	Angela Dappert	DPC

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Other TIMBUS Dissemination Activities

Table 25: Other TIMBUS dissemination activities in Year 1

Event Type	Date	Venue	Title of publication or paper	Publication	Author(s)	Person(s) involved	Partner(s)	Target audience	Countries addressed	Comments
Press release	Tuesday, August 02, 2011		SQS hilft bei der Rettung ausgelagerter Daten, EU-Projekt TIMBUS sichert Langzeitverfügbarkeit von Cloud-Daten	http://www.searchstorage.de/themenbereiche/archivierung/langzeitarchivierung/articles/324821/ or http://www.sqs.com/de/ch/investoren/unternehmen-presse_5106.php	Redakteur: Peter Schmitz		SQS	staff writers, freelance journalists and news desks	German speaking	
Press release	Tuesday, August 09, 2011	SourceWire.com, a service from Daryl Willcox Publishing, on behalf of Vitis Public Relations.	SQS joins EU digital preservation project - EU research project to focus on cloud computing data	http://www.sourcewire.com/releases/rel_display.php?relid=66438		Frank Simon	SQS	staff writers, freelance journalists and news desks	English speaking	SQS project summary
Comment on magazine article	Thursday, September 22, 2011	Computerwoche	Alte Daten und Anwendungen, Fehlender Überblick kostet Millionen	http://www.computerwoche.de/software/crm/2363857/			DPC	Computer professionals	German speaking	

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Event Type	Date	Venue	Title of publication or paper	Publication	Author(s)	Person(s) involved	Partner(s)	Target audience	Countries addressed	Comments
The TIMBUS response: 'Das EU Forschungsprojekt "TIMBUS" erforscht die Archivierung ganzer Geschsäftsprozesse. Dies ist ein stark erweiterter Fokus gegenüber bisherigen Archivierungsansätzen, welche sich vor allem mit der Präservierung von Daten und Dateien auseinandersetzen. Eine der Herausforderungen ist, die archivierten Geschäftsprozesse zu einem Zeitpunkt weit nach der Archivierung in einer neuen Umgebung wieder zu aktivieren. Die präservierten Informationen müssen in einer unbekannten Zukunft konsistent wieder hergestellt werden können. Das ist zum Beispiel notwendig, um im Falle eines schwerwiegendem Fehlverhalten eines Systems die Ursache festzustellen. TIMBUS erforscht unter anderem, welche Dokumentation, Systeme und Abhängigkeiten in welcher Form gespeichert werden müssen. Teil des Archivierungsprozesses ist, effektiv zu identifizieren, welche Informationen nicht mehr gebraucht werden. Besonderes Augenmerk liegt in TIMBUS auf der Untersuchung vertraglicher und gesetzlicher Regelungen, die oftmals nicht konfliktfrei zum Archivierungsgedanken sind. Derzeit befindet sich TIMBUS in seiner Anfangsphase.'									
Zeitung der Westfälischen-Wilhelms-Universität Münster	Wednesday, November 09, 2011	Wissen|Leben. Zeitung der Westfälischen-Wilhelms-Universität Münster	Haltbare Daten. Juristen an zukunftsweisendem EU-Forschungsprojekt beteiligt	http://www.uni-muenster.de/unizeitung/2011/6-30.html	Juliane Albrecht	Silviya Yankova, Barbara Kolany	ITM	Wilhelms-Universität Münster	Germany	

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Coverage on TIMBUS

Table 26: External coverage on the TIMBUS project in Year 1

Event Type	Date	Reference	Title of publication or paper	Publication	Author(s)
Newslet-ter article	Sunday, May 01, 2011	What's New - Issue 36, May 2011	Featured Project: TIMBUS	http://www.dpconline.org/newsroom/whats-new/704-whats-new-issue-36-may-2011#Project36	William Kilbride
Blog	September 19, 2011	CloudAve	New EU Digital Preservation Project	http://www.cloudave.com/14995/new-eu-digital-preservation-project/?utm_source=feedburner&utm_medium=feed&utm_campaign=Feed%3A+CloudAve+%28CloudAve%29	Ben Kepes
Blog	Wednesday, September 28, 2011	Blog on EIM 2011 – Sensors and Workflows	Obligatory random website reference: TIMBUS – manage acquisition dependencies	http://mblog.lib.umich.edu/DataDiscussions/archives/conferences/eim/index.html	kkwaiser, University of Michigan Biological Station
Website project link	Saturday, October 01, 2011		TIMBUS : Timeless Business Processes – EU Project Reference	http://www.fpc.cdpa.org.uk/index.php/citech-projects/timbus	David Anderson, Portsmouth University
Blog	Friday, October 28, 2011	Goportis Digital Preservation Summit, 19-20 October 2011	Are we battling risks or adding value? (#DPS2011) (4)	http://digitaalduurzaam.blogspot.com/2011/10/are-we-battling-risks-or-adding-value.html?spref=tw	Inge Angevaare
Blog	Wednesday, December 14, 2011		Sustainable Business / Emulation / TIMBUS	http://bw-fla.uni-freiburg.de/wordpress/?p=171	Dirk von Suchodoletz

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B. Target Dissemination Partners and Venues

An initial list of conferences, journals, user-oriented events, standards, bodies, and research groups which will be targeted by the consortium members is provided.

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Relevant Conferences and Journals

There are several different communities that will be highly impacted by the project results, including general communities of practice in: digital preservation, service oriented computing, virtualisation, business continuity management, and so forth. Specific contributions are shown in Table 27.

Table 27: Conferences and journals targeted

Conference / Journal	Year	No. Papers	Attendee	Possible Subject(s)	Notes
eChallenges e-2012 Conference & Exhibition http://www.echallenges.org/e2012/default.asp?page=home	2012			Any TIMBUS subject	
International Joint Conferences on Artificial Intelligence (IJCAI) http://www.ijcai.org	2013	2	Michael Beigl, Hedda Schmidtke, Matthias Budde, Matthias Berning,	Reasoning and learning for autonomous digital preservation of business processes	
European Conference on Artificial Intelligence (ECAI) http://www.eccai.org/ecai.shtml	2012	1	Michael Beigl, Hedda Schmidtke, Matthias Budde	Reasoning and learning for autonomous digital preservation of business processes	
International Conference on Pervasive Computing http://www.pervasive2010.org	2012, 2013	1	Michael Beigl, Hedda Schmidtke, Matthias Budde, Matthias Berning	Business process context capture: model and system	
ACM International Conference on Ubiquitous Computing http://www.ubicomp.org	2012, 2013	2	Michael Beigl, Hedda Schmidtke, Matthias Budde, Matthias Berning	Business process context capture: tools and applications	

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Conference / Journal	Year	No. Papers	Attendee	Possible Subject(s)	Notes
Personal and Ubiquitous Computing (PUC), Springer Verlag	2014	1		Context capture for autonomous digital preservation of business processes	
Journal of Ambient Intelligence and Smart Environments, IOS Press	2014	1		Reasoning and learning for autonomous digital preservation of business processes	
Internet of Things http://www.iot2010.org 2011,	2012, 2013	3	Michael Beigl, Matthias Berning, Matthias Budde, Till Riedel	Emulation of devices and sensors as services	
International Conference on Networked Sensing Systems http://www.inss-conf.org	2012, 2013	2	Michael Beigl, Matthias Berning, Till Riedel, Hedda Schmidtke, Matthias Budde	Digital preservation of networked sensing systems	
KI, German Conference on Artificial Intelligence	2012, 2013	3	Michael Beigl, Hedda Schmidtke, Matthias Budde, Matthias Berning	Reasoning and learning for autonomous digital preservation of business processes	
JCDL - Joint Conference on Digital Libraries (ACM & IEEE)	2012, 2013	2	José Borbinha Hannes Kulovits Andreas Rauber	Digital Preservation of Business Processes - *Focus on the industrial use cases*	Promote panel(s) and/or workshops, to raise awareness and promote TIMBUS
TPDL - Theory and Practice of Digital Libraries (former ECDL - European Conference on Digital Libraries)	2012, 2013	2	José Borbinha Hannes Kulovits Andreas Rauber	Digital Preservation of Business Processes - *Focus on the industrial uses cases*	Promote panel(s) and/or workshops, to raise awareness and promote TIMBUS

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Conference / Journal	Year	No. Papers	Attendee	Possible Subject(s)	Notes
iPRES - International Conference on Digital Preservation	2012, 2013	2	José Borbinha Hannes Kulovits Andreas Rauber	Business Process capture for preservation	José Borbinha is proposing to chair iPRES2013 in Lisbon, Portugal, just a few months before the end of TIMBUS
IJDL - International Journal of Digital Libraries	2013	1	José Borbinha	TIMBUS overview – final results paper	
iPRES - International Conference on Digital Preservation	2012, 2013	3	William Kilbride (or DPC Project Officer)	Requirements gathering and the curriculum Industry and memory: commercial use case in digital preservation Lessons Learned and next steps	May be presented as full papers or as round table panel sessions with invited contributors
International Digital Curation Conference	2012, 2013	3	William Kilbride (or DPC Project Officer)	Introducing TIMBUS Rethinking the data lifecycle TIMBUS and Digital Curation: lessons learned	May be presented as full papers or as round table panel sessions with invited contributors
Alliance for Permanent Access	2012, 2013	3	William Kilbride (or DPC Project Officer)	TIMBUS: introduction; TIMBUS work in progress; TIMBUS lessons and future steps	May be presented as full papers or as round table panel sessions with invited contributors
Metrikon	2012, 2013	2	Frank Simon, Sven Euteneuer (SQS)	Metrics for governing DP; effort estimation and ROI analyses for DP	

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Conference / Journal	Year	No. Papers	Attendee	Possible Subject(s)	Notes
IGNITE	2012, 2013	2	Frank Simon, Sven Euteneuer (SQS)	Holistic quality management must include DP aspects	
Conquest	2012, 2013	2	Frank Simon, Sven Euteneuer (SQS)	Defining Escrow-Services as new management discipline for risk management	
SET Software Engineering Today	2012, 2013	2	Frank Simon, Sven Euteneuer (SQS)	Architectures for DP	
RiskConf	2012, 2013	3	Frank Simon, Sven Euteneuer (SQS)	TIMBUS: introduction. Establishing DP as part of Risk management	
GI-WSR (Workshop Reengineering GI)	2012, 2013	2	Frank Simon, Sven Euteneuer (SQS)	Architectures to execute DP; process modelling of migration processes	
(Qai)Quest	2012, 2013	2	Frank Simon, Sven Euteneuer (SQS)	Maturity-Levels for Escrows and DP	
CSMR (Conference on Software Maintenance and Reengineering)	2012, 2013	3	Frank Simon, Sven Euteneuer (SQS)	TIMBUS: introduction; Impact of DP on maintenance activities	
European Intellectual Property Law Review (eipr)	2012, 2013	1	WWU	Overview or certain IP-law-questions on DP	
International Review of Intellectual Property and Competition Law (IIC)	2012, 2013	1	WWU	Overview or certain IP-law-questions on DP	
International Conference on Software Engineering	2012, 2013	2	SAP	Engineering services for preservation	
SAASCON	2012	1	SAP	Engineering services for preservation	
IEEE International Systems Conference	2013	1	SAP / SBA	System modelling for preservation	

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Conference / Journal	Year	No. Papers	Attendee	Possible Subject(s)	Notes
World Conference on Disaster Management	2012, 2013	3	SAP / SBA	DP as business continuity management; Processes for preservation of business processes; Final overview of TIMBUS.	
Enterprise Risk Management Symposium	2012	2	SAP / WWU	Intelligent ERM methods	
Int. Conf. on Business Process Management	2012	1	SAP	Business process management for preservation of interdependent services	
IEEE Computer	2012	1	SAP	Intelligent ERM Systems	
Communications of the ACM	2013	1	SAP / INTEL	Preservation of business processes and supporting infrastructure	
IEEE Transactions on Engineering Management	2013	1	SAP / INTEL	Strategies and technologies for preservation and BCM of business processes	
ACM Transactions on Computer Systems	2013	1	SAP / INTEL / KIT	Emulation and virtualisation of services in large business processes	

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Relevant Industrial Events

Industry events to be attended include the events listed in Table 28.

Table 28: Industry events to attend

Industry Event	Year	URL	Partner Attending	Work on Display
CeBIT	2012	www.cebit.de/home	SAP	Intelligent Enterprise Risk Management
CeBIT	2013	www.cebit.de/home	SAP	Legalities Lifecycle Management (LLM)
SAP TechEd	2012	http://www.sap.com/communities/sap-communities/sap-teched-and-techtour.epx	SAP	Enterprise Risk Management
Legal IT Show	2012	www.informaglobalevents.com › ICBI › Legal IT	ITM / SAP	LLM

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Relevant Internet Forums

Table 29: Internet forums relevant for TIMBUS dissemination

Industry Event	URL
InfoWorld	www.infoworld.com/
The Register	www.theregister.co.uk/
ZDNet	www.zdnet.co.uk/
eweek.com	www.eweek.com/
computerworld.com	www.computerworld.com/
forbes.com	www.forbes.com/
informationweek.com	www.informationweek.com/
techcrunch	techcrunch.com/
cnet	www.cnet.co.uk/
gigaom	gigaom.com/

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Relevant Distribution Channels

Table 30: Relevant mailing lists

Type	Name	Website	Mail address
list	Aparsen /Permanent Access Network		aparsen@jiscmail.ac.uk
list	ARCHIVES-NRA		ARCHIVES-NRA@jiscmail.ac.uk
list	DCC Associates network	owner-dcc-associates@lists.ed.ac.uk	dcc-associates@lists.ed.ac.uk
list	DIGITAL-PRESERVATION	http://www.jiscmail.ac.uk/lists/digital-preservation.html	digital-preservation@jiscmail.ac.uk
list	Digital Preservation Coalition discussion list		dpc-discussion@jiscmail.ac.uk
list	IFLA		ifla.listserv@infoserv.inist.fr
list	PROTAGE	http://www.protage.eu/index.html	info@protage.eu
list	National Digital Stewardship Alliance		ndsa-all@list.digitalpreservation.gov
list	Records Management		RECORDS-MANAGEMENT-UK@JISCMAIL.AC.UK
list	Research Data Management discussion list		research-dataman@jiscmail.ac.uk
list	American Society for Information Science		asis-l@asis.org
list	BISA		BISA@jiscmail.ac.uk
list	Discussion list for EU information specialists		EUROTALK@jiscmail.ac.uk
list	JISC-Repositories	http://www.jiscmail.ac.uk/cgi-bin/webadmin?A0=JISC-REPOSITORIES	jisc-repositories@jiscmail.ac.uk
list	PREMIS PIG list	pig@loc.gov and public-lld	pig@listserv.loc.gov
list	CODATA International		codata_international@kbx7.de
list	ldb-centrum		kontakt@ldb-centrum.se

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Table 31: Personal contacts for distribution

Type	Name	Website
personal	Nationale Coalitie Digitale Duurzaamheid (NCDD)	ncdd.org/
personal	Library of Congress	http://www.loc.gov/index.html
personal	Nestor	http://www.langzeitarchivierung.de/
personal	Koninklijke Bibliotheek (KB)	http://www.kb.nl/index-en.html
personal	LIBER	http://www.libereurope.eu/
personal	International Association of Scientific, Technical & Medical Publishers	http://www.stm-assoc.org/

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Relevant Standards

Table 32 shows which relevant standards and bodies project partners are already involved with. This prior involvement will ensure that the standards can be influenced and refined with TIMBUS specific work.

Table 32: Partner involvement in relevant standards and bodies

Standards	Role in Standards	TIMBUS Relevance	Links
Participant	**SAP**		
BPMN 2.0	Developer	Business process model and notation for digital preservation.	http://www.omg.org/spec/BPMN/
DIGITALEUROPE	Board Member	Policies for long-term digital preservation of business processes in SaaS / *aaS environments.	http://www.omg.org/spec/BPMN/
DMTF Open Virtualization Format (OVF)	Participant Member	Standards for virtualized business processes.	http://www.omg.org/spec/BPMN/
Eclipse	Strategic Developer / Board Member	Developer support for engineering services and forming business process models for digital preservation.	http://www.omg.org/spec/BPMN/
OASIS	Member / Sponsor	Proposal of new standard for Business Process Context Information Model.	http://www.omg.org/spec/BPMN/
OSOA	Founding Member	Contribute to a programming model for digital preservation with SOA.	http://www.omg.org/spec/BPMN/
BIAN	Founding Member	Document digital preservation concerns in the banking industry.	http://www.omg.org/spec/BPMN/
ISA-95	Member	Standards supporting digital preservation in ERP and MES systems.	http://www.omg.org/spec/BPMN/
IVI	Patron	Contributing to IT-CMF in the areas of BPM, RM and propose BCM component.	http://www.omg.org/spec/BPMN/

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Standards	Role in Standards	TIMBUS Relevance	Links
Participant	**SQS Software Quality Systems AG**		
ISSECO International Secure Software Engineering Council	Founding Member	Contributing to Security and Authorisation process for execution and exhumation	www.isseco.org
BITKOM Bundesverband Informationswirtschaft, Telekommunikation und neue Medien e.V.	Member	Defining and establishing guidelines (incl. awareness) for IT industry in Germany/Europe	www.bitkom.org
ISQI International software quality institute	Member	Contributing to validating and verifying activities in DP (expediency, executing, exhumation)	www.isqi.org
DASMA Deutschsprachige Anwendergruppe für Software-Metrik und Aufwandsschätzung	Member	Contributing to effort estimation for DP expediency and for defining metrics for controlling DP	www.dasma.org
Participant	**DPC**		
PREMIS PREservation Metadata: Implementation Strategies	Member	PREMIS is an international de-facto standard defining metadata for use in digital preservation. The PREMIS Data Dictionary captures context information for digital assets. TIMBUS can usefully extend this to services and processes.	http://www.loc.gov/standards/premis/v2/premis-2-1.pdf
Participant	**DPC , Intel, KIT**		
PREMIS Environment Working Group	Member	PREMIS has started a temporary working group on environment modelling (=context) in November 2011 whose goal is to change the way environments are serialized in PREMIS and to improve their modelling.	

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Table 33 shows which standards and bodies can be targeted for further dissemination of TIMBUS results.

Table 33: Proposed involvement in relevant standards and bodies

Standards	Proposed Role in Standards	TIMBUS Relevance	Links
Participant	**SAP**		
BSI (BS 25999)	Contributor	Business Continuity Management. Process for digital preservation of business processes and the software/technology stack that supports them.	http://www.bsigroup.com/en/Assessment-and-certification-services/management-systems/Standards-and-Schemes/BS-25999/
SNIA DMF ILM Maturity Model	Contributor	Contribution of Maturity Levels for Legalities LifecycleManagement.	
Participant	**SQS**		
ISO/IEC 29.119	Contributor	DP-requirements as additional quality attributes for holistic software testing	
Participant	**Intel**		
Openstack Swift		Swift is a highly available, distributed, eventually consistent object/blob store. Organisations can use Swift to store lots of data efficiently, safely, and cheaply. Openstack Swift is to be used in TIMBUS. Together with a data container such as CDMI on top of it, it would be a good basis for TIMBUS virtualization.	http://swift.openstack.org/
SNIA: SIRF Self-contained Information Retention Format (SIRF)	Member of SNIA	SIRF is a container metadata standard being developed by the Storage Networking Industry Association (SNIA) with the intention of creating a standardized vendor-neutral storage format that will be interpretable by future preservation systems and that will simplify and reduce the costs of digital preservation. Simona Cohen from IBM Israel is offering to collaborate with TIMBUS on this.	http://www.snia.org

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Standards	Proposed Role in Standards	TIMBUS Relevance	Links
SNIA CDMI Cloud Data Management Interface	Member of SNIA, influence and possibly use the standard	CDMI is an international standard that specifies the interface to access cloud storage and to manage the data stored therein. OCCI compliant. SNIA focuses on Cloud storage and interoperability standards. SNIA advance IT technologies, standards, and education programs for all IT professionals. Made up of some 400 member companies spanning the global storage market, the SNIA connects the IT industry with end-to-end storage and information management solutions.	http://www.snia.org/cdmi
IVI IT-CMF	Member of IVI	The IT-CMF (IT Compatibility Maturity Framework) defines over 30 critical processes (CPs) which assess the maturity of the IT capability within an organisation to meet business demands. IVI (innovation value institute) governs the development of the framework, whose goal is to help industry think about IT capabilities in a business-orientated way and systematically implement changes to IT management to increase the business value deriving from IT. The IT-CMF CP's are under constant evaluation and development. At present, an existing CP, KAM (Knowledge Asset Management) is being split into two CPs which will deal with different aspects of information lifecycle management. TIMBUS has a strong link to IVI through Intel and as lifecycle management is also a key element of long-term preservation, Intel will investigate how the new IVI CP's take into account extremely long retention requirements of data.	http://ivi.nuim.ie/ITCMF/

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Standards	Proposed Role in Standards	TIMBUS Relevance	Links
Infrastructure/Network standards (such as TOGAF, IEEE 802.x), storage standards (ANSI, NFS), security (NIST, ISO 17799), data management standards, possibly even operating system, middleware/messaging and database standards		There are some more standards that Intel MIGHT look at to consider the possible impacts over long periods to time to our archived business processed in the areas of infrastructure/Network standards (such as TOGAF, IEEE 802.x), storage standards (ANSI, NFS), security (NIST, ISO 17799), data management standards, possibly even operating system, middleware/messaging and database standards which could all evolve radically to the point where our archived BP could not be re-run in the future.	
Participant	**TIMBUS Tasks**		
German amendment of the IP-Right called **"3. Korb zum Urheberrecht"**	TIMBUS T4.3 Contributor	Nestor proposed to include digital preservation as a topic, but it was not contained. They spoke about the topic of orphan works. Right now initiative of this amendment has been put on ice. But as soon as we know that the discussion goes on we would like to contribute.	http://www.bibliotheksportal.de/themen/recht/urheberrechtsreform.html
OMG, or similar	TIMBUS T7.2 Member / Contributor	Task 7.2 will develop Service Interface Standards for Digital Preservation (M12-M24). As Task 7.2 only startes up in M12 the appropriate target standards body still needs to be identified.	http://www.omg.org/

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Table 34 shows which standards which will be used by TIMBUS and insights for improvements will be fed back into the standard if this is possible.

Table 34: Standards of general TIMBUS relevance

Standards	Proposed Role in Standards	TIMBUS Relevance	Links
SysML OMG System Modeling Language	User	Task 7.3 is about system modelling practices for ensuring that existing systems can become preservable systems according to the guidelines developed in TIMBUS. This task will begin using the SysML OMG standard (according to the DoW). As this task has not been started it is not clear if task 7.3 will enhance SysML with digital preservation/business continuity aspects. Task 7.3 will sort that out in Y2.	http://www.omgsysml.org/
ISO31000, ISO027000, BS25999, ISO22301	TIMBUS T4.1 (enterprise risk management) will draw from ISO 31000 (risk management), ISO 22301 (Business Continuity Management Systems), BS25999 (Business Continuity Management System) and potentially touch parts of ISO27000 (information security)	Risk management -- Principles and guidelines Business Continuity Management -- Processes, Principles and Terminology for BCM & set of requirements for implementing, operating and improving a BCM System (BCMS).	http://www.iso.org/iso/catalogue_detail?csnumber=43170 http://www.bsigroup.com/en/Assessment-and-certification-services/management-systems/Standards-and-Schemes/BS-25999/ http://www.iso.org/iso/iso_catalogue/catalogue_tc/catalogue_detail.htm?csnumber=50038

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Standards	Proposed Role in Standards	TIMBUS Relevance	Links
TRAC (ISO16363) Trustworthy digital repositories	TIMBUS T3.1 Observer and user. The standard has just been released and new input is not going to be received for a while.	The standard is about trustworthy digital repositories. TIMBUS needs to be aware and reuse.	http://www.iso16363.org ; See also related standards http://www.iso16363.org/standards//
DMTF Cloud Management Standards	User	Industry Wide Cloud Management Interoperability Standards. The group spans the industry with 160 member companies and organisations, and more than 4,000 active participants crossing 43 countries.	http://dmtf.org/standards/cloud
OAIS (ISO 14721:2003)	Observer and user. The standard has been reviewed (ISO 14721:2010 09 13) and new input is not going to be received for a while.	Reference Model for an Open Archival Information System. TIMBUS should, where appropriate try to comply with this, although its remit might go beyond repository issues.	Reference Model for an Open Archival Information System (OAIS). Recommendation for Space Data System Standards, CCSDS 650.0-B-1. Blue Book. Issue 1. Washington, D.C.: CCSDS, January 2002, [also published as ISO 14721:2003.] or later version. http://public.ccsds.org/publications/archive/650x0b1.PDF
ETSI	Observer	Produces globally-applicable standards for Information and Communications Technologies (ICT), including fixed, mobile, radio, converged, broadcast and internet technologies. It is a not-for-profit organisation with more than 700 ETSI member organisations drawn from 62 countries across 5 continents world-wide and are officially recognized by the European Union as a European Standards Organisation..	http://www.etsi.org/WebSite/homepage.aspx

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Standards	Proposed Role in Standards	TIMBUS Relevance	Links
ODCA	Observer	ODCA has over 300 member Organisations. They came together to deliver a unified voice for emerging data center and cloud computing requirements. Our mission is to speed the migration to cloud computing by enabling the solution and service ecosystem to address IT requirements with the highest level of interoperability and standards.	http://www.opendatacenteralliance.org/
OASIS Organization for the Advancement of Structured Information Standards	Observer	OASIS is a not-for-profit consortium that drives the development, convergence and adoption of open standards for the global information society. OASIS promotes industry consensus and produces worldwide standards for security, Cloud computing, SOA, Web services, the Smart Grid, electronic publishing, emergency management, and other areas. OASIS open standards offer the potential to lower cost, stimulate innovation, grow global markets, and protect the right of free choice of technology.	http://www.oasis-open.org/org
ECLC The Enterprise Cloud Leadership Council	Observer	The ECLCl is the TM Forum's group of "buy-side" companies which are the elite of cloud computing, the proven leaders and technology visionaries. The ECLC is a practical, results-based body comprised of many of the world's largest multi-national companies and government bodies, dedicated to sharing actionable best practices, standing up real-world reference implementations and advancing the adoption of enterprise cloud operating models. The ECLC's mission is to accelerate the realization of a new era of IT transparency, efficiency and agility	http://www.tmforum.org/EnterpriseCloudBuyers/8009/home.html

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Standards	Proposed Role in Standards	TIMBUS Relevance	Links
CSA **Cloud Security Alliance**	Observer	The CSA is a not-for-profit organisation with a mission to promote the use of best practices for providing security assurance within Cloud Computing, and to provide education on the uses of Cloud Computing to help secure all other forms of computing. The Cloud Security Alliance is led by a broad coalition of industry practitioners, corporations, associations and other key stakeholders	https://cloudsecurityalliance.org/

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Related Organisations and Projects

TIMBUS will seize relevant opportunities to collaborate with other digital preservation and business continuity management initiatives.

Table 35 Related organisations

Group	URL	Description
Open Planets Foundation	http://www.openplanetsfoundation.org/	Established to provide practical solutions and expertise in digital preservation, building on the research and development outputs of the Planets project.
JISC (Joint Information Systems Committee)	http://www.jisc.ac.uk/	JISC champion digital technology in UK higher education. JISC offers leadership and support to UK educational organisations at a local, national and international level. We provide resources, knowledge and expertise that colleges and universities would struggle to source individually due to cost and resource. By staying abreast of developments across information and digital technology we help the UK education community make investment decisions that ensure they deliver the learner experience their students demand.
DPC (Digital Preservation Coalition)	http://www.dpconline.org	The Digital Preservation Coalition fosters joint action to address the urgent challenges of securing the preservation of digital resources in the UK and to work with others internationally to secure our global digital memory and knowledge base. Established as a not-for-profit membership organisation the coalition provides a mechanism by which members can work together to realise the opportunities of long term access.
DCC (Digital Curation Centre)	http://www.dcc.ac.uk/	The Digital Curation Centre is the UK's leading hub of expertise in curating digital research data.

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Group	URL	Description
APA (Alliance for Permanent Access)	http://www.alliancepermanentaccess.org/	The Alliance aims to develop a shared vision and framework for a sustainable organisational infrastructure for permanent access to scientific information.
PREMIS (PREservation Metadata: Implementation Strategies)	http://www.loc.gov/standards/premis/	PREMIS is an international de-facto standard concerned with developing metadata for use in digital preservation.

TIMBUS will seize relevant opportunities to collaborate with other digital preservation and business continuity management initiatives.

Table 36 Related research groups

Group	URL	Description
CORDIS, FP7	http://cordis.europa.eu/fetch?CALLER=PROJ_ICT&ACTION=D&CAT=PROJ&RCN=99180	European Commission, ICT (Information and Communication Technologies) Projects
Aparsen	http://www.alliancepermanentaccess.org/index.php/current-projects/aparsen/	A Network of Excellence that aims to bring together an extremely diverse set of practitioner organisations and researchers in order to bring coherence, cohesion and continuity to digital preservation research by building a long-lived Virtual Centre of Digital Preservation Excellence.

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Group	URL	Description
The HEPiX Forum	https://www.hepix.org/	The HEPiX forum brings together worldwide Information Technology staff, including system administrators, system engineers, and managers from the High Energy Physics and Nuclear Physics laboratories and institutes, to foster a learning and sharing experience between sites facing scientific computing and data challenges.
ICFA Study Group on Data Preservation and Long Term Analysis in High Energy Physics	http://www.dphep.org/	ICFA is the international committee for Future Accelerators.
DIGCurV	http://www.digcur-education.org/	A project funded by the European Commission's Leonardo da Vinci programme to establish a curriculum framework for vocational training in digital curation.
Wf4Ever	http://www.wf4ever-project.org	Wf4Ever addresses challenges for the preservation of scientific workflows in data intensive science, including: (a) the consideration of complex digital objects that comprise both their static and dynamic aspects, including workflow models, the provenance of their executions, and interconnections between workflows and related resources, (b) the provision of access, manipulation, sharing, reuse and evolution functions to these complex digital objects, (c) integral lifecycle management functions for workflows and their associated materials. To address these challenges, the Wf4Ever project will investigate and develop technological infrastructure for the preservation and efficient retrieval and reuse of scientific workflows in a range of disciplines

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Group	URL	Description
SCAlable Preservation Environments (SCAPE)	http://www.scape-project.eu/	The SCAPE project will develop scalable services for planning and execution of institutional digital preservation strategies on an open source platform that orchestrates semi-automated workflows for large-scale, heterogeneous collections of complex digital objects. by developing infrastructure and tools for scalable preservation actions; by providing a framework for automated, quality-assured preservation workflows and by integrating these components with a policy-based preservation planning and watch system. These concrete project results will be validated within three large-scale Testbeds from diverse application areas.
Enabling kNowledge Sustainability Usability and Recovery for Economic value (Ensure)	http://cordis.europa.eu/fetch?CALLER=PROJ_ICT&ACTION=D&CAT=PROJ&RCN=98002	Drawing on motivation from uses cases in aerospace, health care, finance and clinical trials, ENSURE will significantly extend the state of the art in digital preservation which to-date has focused on relatively homogeneous cultural heritage data. The use cases bring up a number of issues specific to digital preservation in the context of the industry and services sector: • safely leveraging scalable pay-as-you-go infrastructure such as clouds • helping businesses understand the economic implications of preservation • conforming to regulatory, contractual and legal requirements as part of a whole workflow • managing long term integrity and authenticity of significant intellectual property or highly personal data • using off-the-shelf IT technologies to support the preservation of different types of digital resources

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Group	URL	Description
ARCOMEM	http://www.arcomem.eu/	ARCOMEM's aim is to: • help transform archives into collective memories that are more tightly integrated with their community of users • exploit Social Web and the wisdom of crowds to make Web archiving a more selective and meaning-based process
Sustaining Heritage Access through Multivalent ArchiviNg (Shaman)	http://shaman-ip.eu/shaman/	The SHAMAN project develops and tests a next generation, long term digital preservation framework including systems and tools for analysing, ingesting, managing, accessing and reusing information objects and data across libraries and archives. It comprises the definition of the SHAMAN Theory of Preservation integrating the analysis, ingestion, management, access to and reuse of information objects across distributed repositories. The data preservation capabilities offered secure the authenticity and integrity of data objects through time.
Driver II	http://cordis.europa.eu/fetch?CALLER=FP7_PROJ_EN&ACTION=D&DOC=2&CAT=PROJ&QUERY=011ebb68d51c:a545:5952a553&RCN=86426	DRIVER is a multi-phase effort whose vision and primary objective is to establish a cohesive, pan-European infrastructure of Digital Repositories, offering sophisticated functionality services to both researchers and the general public. The present proposal ('DRIVER Phase-II') aims to introduce key innovations compared to the original 'DRIVER' project, while building on its results.

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Group	URL	Description
Opportunities for Data Exchange (ODE)	http://www.alliancepermanentaccess.org/index.php/current-projects/ode/	Adding an interoperable data sharing, re-use and preservation layer to the emerging eco-system of e-Infrastructures.
Inspire	http://www.inspire-geoportal.eu/	The INSPIRE geoportal provides the means to search for spatial data sets and spatial data services, and subject to access restrictions, view and download spatial data sets from the EU Member States within the framework of the Infrastructure for Spatial Information in the European Community (INSPIRE) Directive. Opportunity for collaboration on legal and DP issues. Possible training stakeholders and collaborators.

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Relevant Training Plans, Venues, Partners and Consumers

Table 37: Planned training modules for Year 2

Work package	Task / Topic	Responsible contact
WP 4, 5, 6	Risk Management in Digital Preservation	Daniel Burda, SAP
WP 4, 5, 6	Legal issues of Digital Preservation	Barbara Kolany, ITM
WP 4, 5, 6	Context information, Metadata & reasoning	Alex Neumann, KIT
Background	Business Continuity Management	SAP, possible co-operation with John Lindström at Luleå University of Technology / Aparsen
Background	Infrastructure, Architecture and Storage	Mike Nolan, Intel
Background	Introduction to Digital Preservation	Angela Dappert, DPC, possible co-operation with the Digital Continuity project at the TNA
WP8	A workshop with civil engineers and physicists as target audience(this would be mainly for internal dissemination of LNEC and LIP)	José Barateiro, LNEC

Table 38: Potential venues for general training for Year 2 materials:

Venue	Link to Venue	Comment
A specially arranged DPC event	DPC events: http://www.dpconline.org/events	The first dedicated DPC TIMBUS briefing events on Preservation and Business Continuity Management will be on 21 May 2012, Wellcome Library, London. Digital Preservation and Business Continuity. Amongst others it will draw on other EU project results, such as , input from John Lindström at Luleå University of Technology / Aparsen
eChallenges 2012	http://www.echallenges.org/e2012/	17 - 19 October, Lisbon Portugal
iPRES 2012		Toronto

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Venue	Link to Venue	Comment
iPres 2013		Lisbon, an excellent opportunity for TIMBUS dissemination and/or training involving Portuguese partners.
ERIC –European Conference on Research & Innovation	http://www.intel.com/corporate/education/emea/event/irc/	Intel even with varying technology focus themes
SAP TechEd and Tech Tour	http://www.sap.com/communities/sap-communities/sap-teched-and-techtour.epx	SAP's technical education conference
Preservation and Archiving Special Interest Group (PASIG).	http://sun-pasig.ning.com/	Autumn 2012, combined with APA conference. In Italy; A vendor independent community open to any institutions and commercial organisations interested in learning and sharing practical experiences in * Comparison of high-level OAIS architectures, services-oriented architecture work, and use cases, * Sharing of best practices and software code, Cooperation on standard, open, 'in-a-box' solutions around repository technologies, * Review of storage architectures and trends and their relation to preservation and archiving architectures and eResearch data set management, Discussion of the uses of commercial third party and community-developed solutions
SNIA	http://www.snia.org for US http://www.snia.org/news_events/calendar for EU: http://www.snia-europe.org/en/events/index.cfm	Plugfest, Storage Expo (both are too early in March) Annual conference in September in Santa Clara
Business Continuity Awareness Week	http://www.info4security.com/story.asp?sectioncode=49&storycode=4128696&c=1	March 2013

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Table 39: Potential venues for external civil engineering training late in Year 2, or preferably in Year 3:

Venue	Link to Venue	Comment
ICOLD (International Commission on Large Dams)	http://www.icold-cigb.org/	This is the international key conference in dam engineering. 2012 conference (http://www.icold2012kyoto.org/index.html) is outside of Europe and hard to access. 2013 venue not yet known.
Rock Engineering and Technology (EUROCK)	2012 page: http://www.eurock2012.com/	In 2013 the conference will be in Wroclaw, Poland.
CHAOS . Cahotic Modeling and Simulation	http://www.cmsim.org/	The 2012 conference will be in Athens (); 2013 venue not yet known.
International Conference on Dam Engineering	http://dam11.lnec.pt	The last conference was in Lisbon, but they're not sure if the next conference will be in 2013 or 2015

Table 40: Potential venues for TIMBUS Tools training in Year 3

Venue	Link to Venue	Comment
FOSDEM	fosdem.org	FOSDEM is an event organised by and for the community to provide Free and Open Source developers a place to meet.
Evento Linux	http://eventolinux.org/	The Portuguese Meeting on Open Technology is an event that aims to spread an alternative of technological development supported through the use of free software

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Table 41: Related Training Programmes

Institutions that might use TIMBUS training material even after the duration of the project are:

Group	URL	Description
DPC	http://www.dpconline.org/training	A coalition of organisations invested in digital preservation. Facilitating training and support activities and creating practitioner-focused material and events to empower and develop the DPC members' workforces, so that staff remain informed of, trained in and confident with the new developments and tools which are released and made available.
DPTP	http://www.dptp.org/	The Digital Preservation Training Programme (DPTP) provides the skills and knowledge necessary for those working in institutional information management to combine organisational and technological perspectives, and devise an appropriate response to the challenges that digital preservation needs present.
SNIA	http://www.snia.org/education http://www.snia-europe.org/en/training-and-certification/index.cfm	SNIA educates the market on the evolution and application of storage infrastructure solutions for the data centre through education, knowledge exchange and industry thought leadership - advancing IT technologies, standards, and education programs for all IT professionals
DPOE	http://www.digitalpreservation.gov/education/courses/	The Library of Congress Digital Preservation Outreach and Education Program fosters national outreach and education to encourage individuals and organisations to actively preserve their digital content, building on a collaborative network of instructors, contributors, and institutional partners.
Aparsen	http://www.alliancepermanentaccess.org/index.php/current-projects/aparsen/	Training workpackage within the Aparsen Digital Preservation Network of Excellence, e.g industry specific training, a Common Vision

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