D3.3:
TIMBUS Dissemination / Standardisation Plan & Activities, Iteration 2

WP3 – Dissemination and Training

Delivery Date: 31/03/2013

Dissemination Level: PU

TIMBUS	WP3 – Dissemination and Training
Deliverable	D3.3: TIMBUS Dissemination / Standardisation Plan & Activities, Iteration 2

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List of Acronyms

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

1   Executive Summary

This document sets out

- the strategy for the TIMBUS project's internal and external dissemination activities for the whole duration of the project with

- reporting on dissemination activities for Year 2 (April 2012 to March 2013).

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

The plan also contains the strategy that is 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 engages 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.

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 AG.

It focuses on **resilient business processes**. It makes 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 are 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
  - o engineering services and systems for digital preservation,
  - o civil engineering infrastructures,
  - o eScience in the field of pharmaceuticals.

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 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.

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.

Effective dissemination and training activities 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 method-

ology, technology, and services. This is achieved through a variety of communication channels, such as internet presence, representation in standards bodies, publications and presentations at regional and international forums, training events and demonstrators. It forms 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 draws on the findings of research conducted in WP2 (Exploitation) to inform outreach activities. Demonstrators and case studies are deployed as part of the training program to support users embedding TIMBUS in their organisations. The two work-packages collaborate in building a central resource of institutional and intermediary contacts which the project can draw on for input to TIMBUS development.

2.1 Dissemination and Standards Reporting and Timeline

Dissemination and Standards are 2 tasks within work package 3. The TIMBUS Dissemination and Standards tasks report on their work in 3 instalments. This deliverable, D3.3, is the second report on the TIMBUS dissemination and standards goals, stakeholder analysis and approaches, and the goals accomplished in Year 2 as of March 2013 (see Figure 1). The content in the core sections 1 to 7 has been updated where necessary. The activities register in section 8 reflects only activities performed in Year 2.Training activities within TIMBUS are reported separately in D3.4.
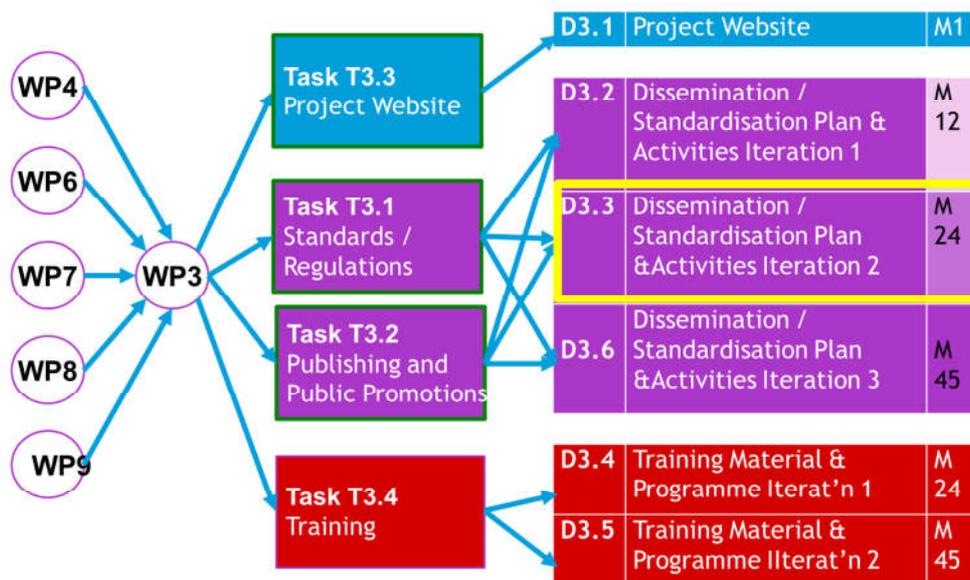
Figure 1: Dissemination, standards and training deliverables produced by work package 3 resulting from TIMBUS RTD. The yellow box indicates the second iteration of the dissemination and standards report.

2.2 Dissemination and Standards Partners and Effort

The Digital Preservation Coalition (DPC) leads this work package and both tasks with input from the project partners. The following table list WP3 contacts by partner organisation.

Table 1: WP3 Contacts by partner organisation. The Primary Contact also has the role of WP3 Media Spokesperson for the organisation, unless otherwise noted.

	Partner	Primary Contact	Secondary Contact(s)	PM D3.2	PM D3.3	PM D3.6
1	SAP	Wasif Gilani	Isabel Mundet	0.72	1.00	1.00
2	SBA	Andreas Rauber	Stephan Strodl Rudolf Mayer		1.00	1.00
3	SQS	Daniel Simon				
4	ITM	Barbara Kolany	Martin Hecheltjen Silviya Yankowa	0.50		
5	INESC ID	Jose Borbinha	Gonçalo Antunes; Ricardo Vieira; Artur Caetano		1.00	
7	INTEL	Mike Nolan		0.38	1.40	1.22
8	CAIXA MÁGICA	Carlos Coutinho; Media Spokesperson: Paulo Trezentos	Mário Romão; Luis Santos; Andreia Palma	0.00	0.00	0.00
9	LNEC	José Barateiro	Pedro Miranda			
10	KIT	Hossein Miri		0.50	0.00	0.00
12	DPC	Angela Dappert	William Kilbride	7.99	7.00	8.03
		Total		**10.09**	**11.40**	**11.25**

3 Dissemination Principles

Wherever possible, research results are communicated to create external awareness and build knowledge within the targeted user and scientific communities of the European Union. The communication should inform potential users about the benefits and potential of the expected and realised outcomes of the TIMBUS project.

3.1 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.

3.2 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.

4 Key Messages

The following are TIMBUS's key messages. They are shared by Dissemination and Training 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's 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 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.

5 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 are a key consideration when producing dissemination and training outputs throughout the project.

5.1 Potential TIMBUS User Industries

We 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 Pharmaceuticals.
- 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,
  - Construction & Operations,
  - Consumer Products,
  - Engineering,
  - Fashion and Retail,
  - High Tech,
  - Industrial Machinery & Components,
  - Life Sciences,
  - Mining,

- o Oil & Gas.
- Service:
    - o Business Consultancy,
    - o Document Management,
    - o Insurance,
    - o IT Services/Software,
    - o Legal Services,
    - o Media, Press and Publishing,
    - o Professional Services,
    - o Telecommunications,
    - o Transportation & Logistics,
    - o Utilities.

5.2 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).

5.3 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.

5.4 TIMBUS Stakeholders and Stakeholder Analysis

The following table displays

- the TIMBUS stakeholder groups, their definition and example organisations
- a stakeholder map that maps the various stakeholders against their interests defined in section 5.3,
- the TIMBUUS goals for engaging in communication with them, using the objectives defined in section 3.2,
- the key messages to be used in these communications, based on the key messages defined in section 4.

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

Table 2: TIMBUS stakeholders and how to target them

Community	Description	Examples	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 im-	Project Progress	Tools, services and	Research	Competitive posi-	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 Table 1	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	Goals and interests							Relevant Objectives									Relevant Key Messages									
			s d	o i	p p	t s	r	c p	p c	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 BPMI, BPM Research, Model Driven Architecture (MDA), 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 EC-funded projects	EC funded projects on digital preservation and or process or workflow preservation	e.g. Aparsen, Scape, The HEPiX Forum, and DigCurV. See section 8.2.7, 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	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 section 8.2.7, 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	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	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 industries interested in the longevity of their processes	e.g. see section 5.1, 5.2	Please see examples in TIMBUS Deliverable D2.1 / D2.2 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	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
Influencers	Governance bodies and decision makers and shapers	Policy makers, regulatory and funding bodies, mediators, 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

The power/impact matrix in Figure 2 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.
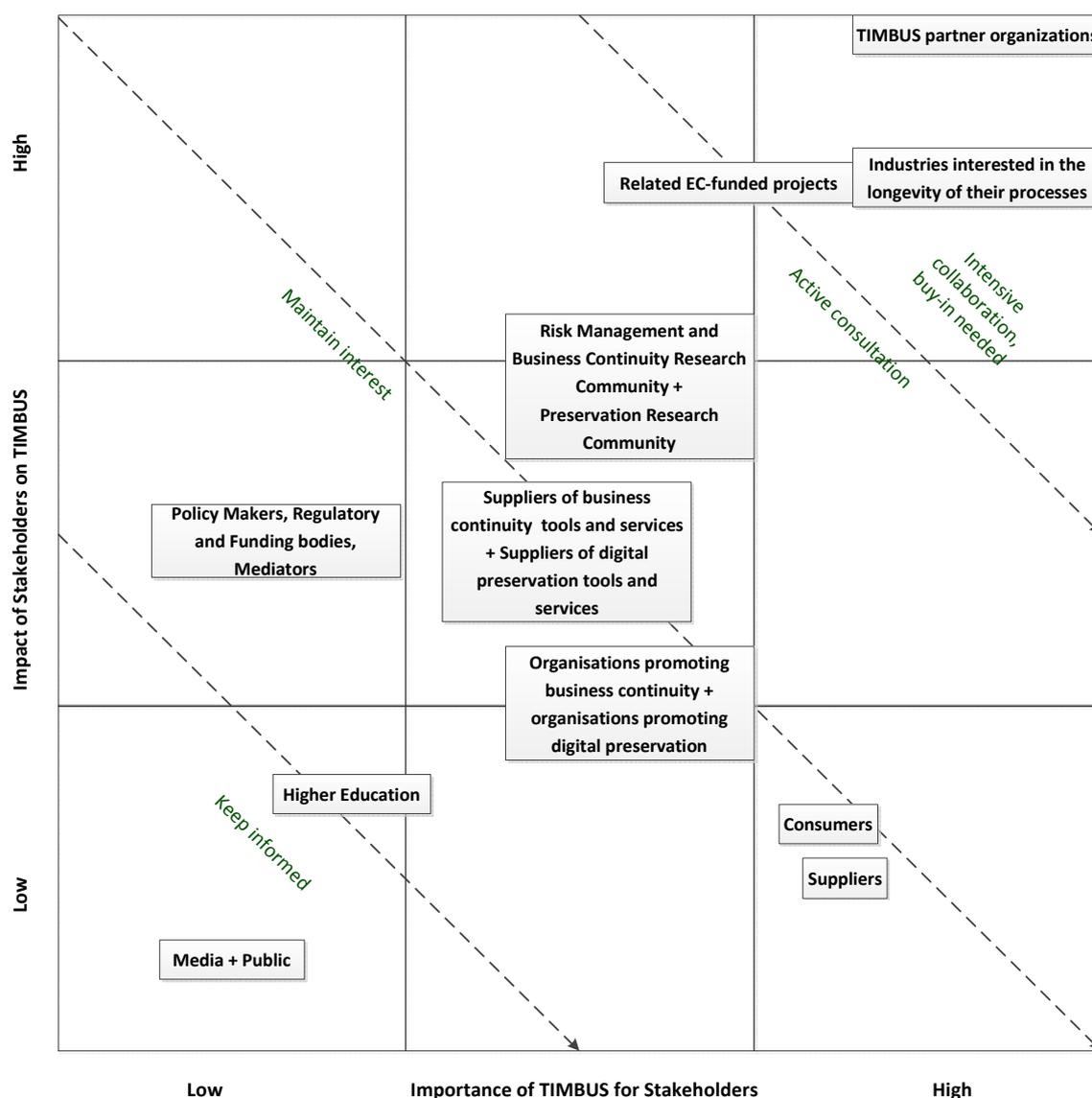

Figure 2: Stakeholder power/impact matrix

5.5 Collaborations

In addition to research collaborations, it is also very important to collaborate in dissemination efforts in order to ensure coverage and complementarity in EU-wide dissemination activities and in order to leverage the available resources. For a project like TIMBUS, which focuses on a relatively new research topic, many potential stakeholders are not aware of their process preservation needs or they do not prioritise them over simpler needs or needs that are perceived as more urgent. Co-ordinating dissemination efforts with projects that have well-established stakeholder bases enables us to get the attention of these existing communities. The following table of intended collaborations with the APARSEN project has been drawn up by Veronika Prändl-Zika. The Dissemination Activities register in section 8.1 lists collaborations on the research and dissemination level that have been performed in Year 2 of the project.

Table 3: Collaborative dissemination avenues for EU projects (Veronika Prändl-Zika)

Co-organise common webinars on special topics in Digital Preservation
Co-organise common workshops in the course of your/other events for knowledge and experience exchange
Establish joint workgroups on specific topics
Send each other's newsletter over the mailing list
Promote each other's events on the website
Reserve a spot for each other's news in the newsletter
Include a description of each other's project/initiative on the website
Review of and discussion about each other's deliverables
Get an entry in the APARSEN Interactive Map of stakeholders in digital preservation
Join each other's Group on LinkedIn
Co-organise joint training courses
Co-organise joint summer schools

6   Communication Channels and Responsibilities

TIMBUS is seeking many opportunities to disseminate information about the project, its progress and its results. The communication is different for different communication channels. Communication should happen whenever there is something relevant to say with respect to the stakeholders' goals, (section 5.3), the project's objectives (see section 3.2) and the project's key messages (see section 4). The communication has to be relevant to the communication channel and audience.

6.1   Dissemination Approach

In order for the dissemination to be effective, an integrated approach is 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 work package, and work package management of the research work packages.

TIMBUS researchers, project management and the WP3 work package 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.

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

WP3 is responsible for measuring the achievement of the dissemination objectives. section 8.1 accounts for dissemination activities achieved in Year 2 of the project.

6.2   Communication Channels

The communication channels that TIMBUS uses 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 4: 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 **(covered in Deliverable D3.4)** - Audio-visuals - Slides - Papers - Training plans and reading lists - Demonstrator software - 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 - Audio-video webposts (YouTube, Vimeo, etc.) - Dissemination via EU supported channels
Social Media	- Website http://timbusproject.net/ - Social Media: Twitter, LinkedIn - Email address info@timbusproject.net - RSS feeds - Mail list (registration through web site)	- 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 (covered in D3.4) - Demonstration events (Conferences)	- Presentations (regional and international) - Conference presentation - Workshops - Poster sessions - Representation at industry or trade show events
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 - Companies related to the exploitation activities specified in WP2	- Representation on standards bodies - General assemblies - Working groups - National and international networks – including partners' contacts

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

6.3 Responsibilities, Content and Dissemination Frequencies

6.3.1 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 ff.; 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)

6.3.2 Responsibilities Defined in the Consortium Agreement (CA)

The responsibilities are guided by the Consortium Agreement:

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 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

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[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.

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

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.

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.

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.

6.3.3 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

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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.

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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.

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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.

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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° [269940**].**

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.

6.3.4   General Communication Responsibilities

Training responsibilities are reported separately in Deliverable D3.4. In addition to the responsibilities laid out in the Consortium and Grant Agreements the general communication responsibilities are as described in Table 5 and Table 6.

Table 5: Responsibilities, content and dissemination frequencies using communication channels set up and controlled by the project

	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 1. 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
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 and social media.	Project objectives and description; Project consortium (incl. key personnel).	Delivered April 2012. Monitor and adjust over time.
Publicity Mate-	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).	Delivered April 2012. Monitor and adjust over time.

	Communication channel	Responsibility	What	When
Publicity Materials	Online Newsletters	WP3 creates regular external online newsletters. Project management, work package leaders and project participants contribute content to it. Project management guides the content development. WP3 distributes newsletters on the website, project wiki, RSS feeds and social media. Partners with access to relevant communication channels distribute newsletters.	Project objectives and description; Project progress; Work package activities; Partner description; Project products; Event descriptions; Looking ahead;	Bi-annual starting December 2012.
Materials	White papers	Project participants create and disseminate white papers. WP3 disseminate white papers on request and on the project website timbusproject.net. Project participants link to white papers on Wikipedia.	Authoritative report on the topic of timeless business processes	As opportunity arises.
Materials	Demonstrator software	Work package 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	As maturity is reached. BCM demo introduced and made online October 2012.
Materials	Project software	WP 6 lead creates a SourceForge site http://sourceforge.net/projects/timbus/?source=navbar Work package 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	As maturity is reached. At the latest by M44.

	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 person-nel); Project news and related news and events from part-nership organisa-tions; Events; Registration for mailing list; Feedback form; Contact infor-mation; Public deliverables; TIMBUS products (publicity materials; publications; presentations; pub-lic demonstrator videos; software downloads; stand-ards activities; etc.); Links to partnership websites.	Delivered April 2011. Updates as opportunity arises
Social Media	Social Media: Twit-ter, @timbus_project, LinkedIn, Wikipedia	WP3 develops, edits and maintains the content of so-cial 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.	Set up over the course of the first 18 months. Updates as opportunity arises.
Social	Email address in-fo@timbusproject.net	WP3 sets up and maintains the email account. Project management reply to email or forward email for follow-up.	Responses to in-coming email.	Delivered November 2011.
Social Media	RSS feeds	WP3 sets up RSS facility on the website. RSS feeds send out news items, event announcements and publicity material added to the project website.	Project news; Project events; Newsletters; Publicity material.	Delivered November 2011.

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	Communication channel	Responsibility	What	When
Social	Mail list, registered at http://timbusproject.net/	WP3 develops, edits and maintains the content of the mailing list.	Project events; Newsletters; Publicity material.	Delivered November 2011.
Events	Demonstration events	WP3, project management and work package 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.
Partner-	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 8.2 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 in setting up and running joint training events (covered in D3.4). c) WP3 will share disseminate opportunities with other EU projects (see section 5.5).	a) Shared research; Relevant TIMBUS results, objectives; b) Shared training events; c) Project news; Project events.	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.
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.

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	Communication channel	Responsibility	What	When
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.
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.	a, b, c) 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.

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	Communication channel	Responsibility	What	When
Internal	Dissemination Plan and Report	Project participants inform WP3 of intended dissemination activities. Work package 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. M45.
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.

Table 6: Responsibilities, content and dissemination frequencies using communication channels set up and controlled by external stakeholders

	Communication channel	Responsibility	What	When
Publicity Materials	Spoken or written releases to the media (project)	WP3 and project management write and issue press releases. Work package 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	Dissemination via EU supported channels • Online news • Audio visual • Publications • Events • Open access scientific publishing	Project management or participants create publications. Project participants co-ordinate publications with WP3 and project management. WP3 submit to EU channels listed in *Communicating EU Research & Innovation - A guide for project participants* ; http://ec.europa.eu/research/participants/portal/ShowDoc/Extensions+Repository/General+Documation/Guidance+documents+for+FP7/Communication/Coomunicating-Research-120925-WEB_en.pdf WP3 disseminate publications on request and on the project website timbusproject.net.	Relevant TIMBUS results, objectives.	As mile-stones and results are achieved
Materials	Scientific publica-tions (regional and international) • Conference papers • Journal or magazine pa-pers • Articles in in-ternational digital preser-vation or busi-ness continuity newsletters • Research posters	Project management identifies possible venues (see section 8.2 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 mile-stones 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. Work package 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.
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 work package 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.

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	Communication channel	Responsibility	What	When
Events	Conference presentation	Project management identifies possible venues (see section 8.2 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.
Events	Workshops	WP3, work package 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.	Technical issues on project task level.	As opportunity arises.
Events	Representation at industry or trade show events	Project management identifies possible venues (see section 8.2 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.
Partnerships	Representation on standards bodies • General assemblies • Working groups	Project management identifies possible venues (see section 8.2 for the list). Project participants participate in meetings. Project participants create written proposals. Project participants write minutes and post on the project SVN for WP3 https://timbus.teco.edu/projects/timbus/repository/show/WP3/T3.1Standards	Insights gained in TIMBUS.	Regular presentation.

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	Communication channel	Responsibility	What	When
Partnerships	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.

7 WP3 Derivative Products

Derivative products for WP3 are listed in the following table.

Table 7: WP3 derivative products

Product	Explanation
Slide templates	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/Slide_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 section 8.2.5, Relevant Distribution Channels)

8   Activities Register

This section consists of two parts. The first sub-section lists the dissemination and standards activities that have happened in the TIMBUS project since the last report (D3.2) from February 2012 to February 2013[2]. The second sub-section lists identified partners, organisations and venues for TIMBUS activities in the coming year.

8.1   Dissemination Activities Register for TIMBUS Year 2

This section documents the dissemination and standards activities that have taken place in the TIMBUS project between April 2012 and February 2013. Training activities are reported separately in D3.4.

8.1.1   Publicity Material

The following publicity materials have been developed in Year 2:

- QR code linking to the project website
- Project poster
- Project pop-up banner
- Project soft banner
- Project blog
- Project newsletter
- Project brochure
- Social media

8.1.1.1   QR Code

The QR code in Figure 3 can be scanned by mobile devices to quickly access the TIMBUS website. Scanning applications are freely available for different smart phone operating systems.

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[2]
  And a few activities that were not reported in D3.2

Figure 3: TIMBUS website QR code

8.1.1.2 Poster

The poster depicted in Figure 4 was designed by work package 3 under the guidance of project manage-ment and the designated work package 3 partner representatives. Each partner uses the project poster at relevant dissemination events.
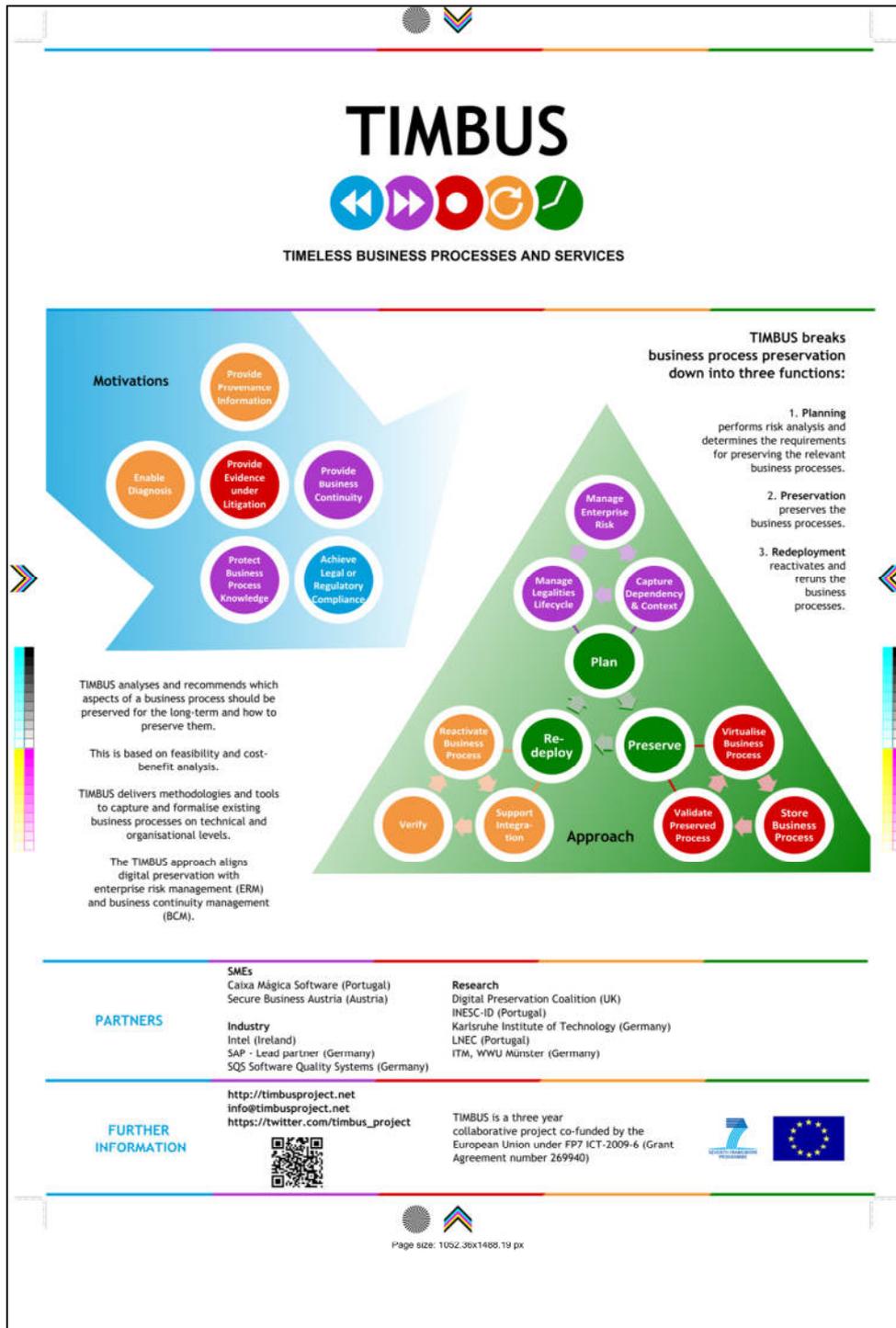
Figure 4: TIMBUS poster

8.1.1.3   Pop-Up Banner

Figure 5 shows the TIMBUS pop-up banner's design and its use. It is used at events in order to identify the event location and registration tables. During the event it is used as background for branding purposes.
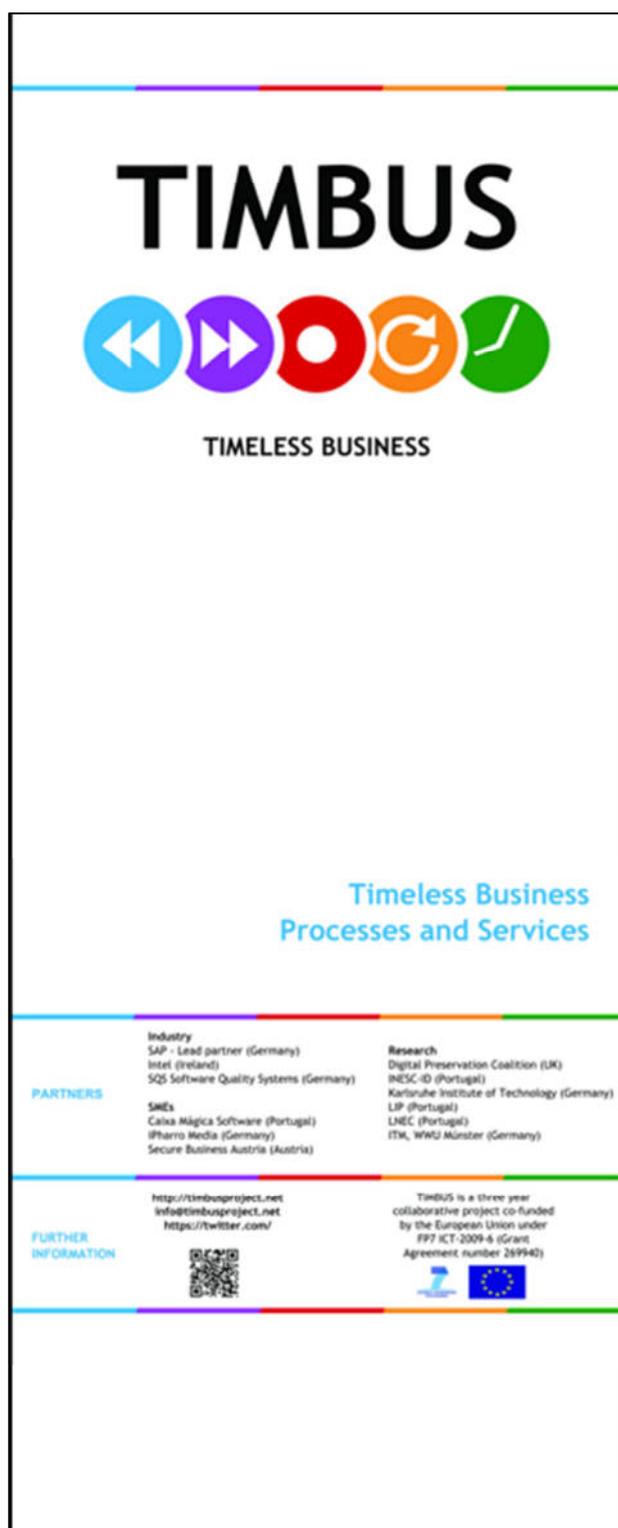
Figure 5: TIMBUS pop-up banner (design and use example)

8.1.1.4 Soft Banner

The TIMBUS soft banner shown in Figure 6 is a series of slides that can be shown in a loop during TIMBUS events. It shows the key concepts and some of the faces behind TIMBUS.

Figure 6: TIMBUS soft banner

8.1.1.5   Blog

The TIMBUS blog highlights a variety of topics relevant to TIMBUS. It is run every 3-4 weeks. The front page of the website draws attention to new blog publication. Figure 7 shows an example leader article on the front page as well as the actual blog.
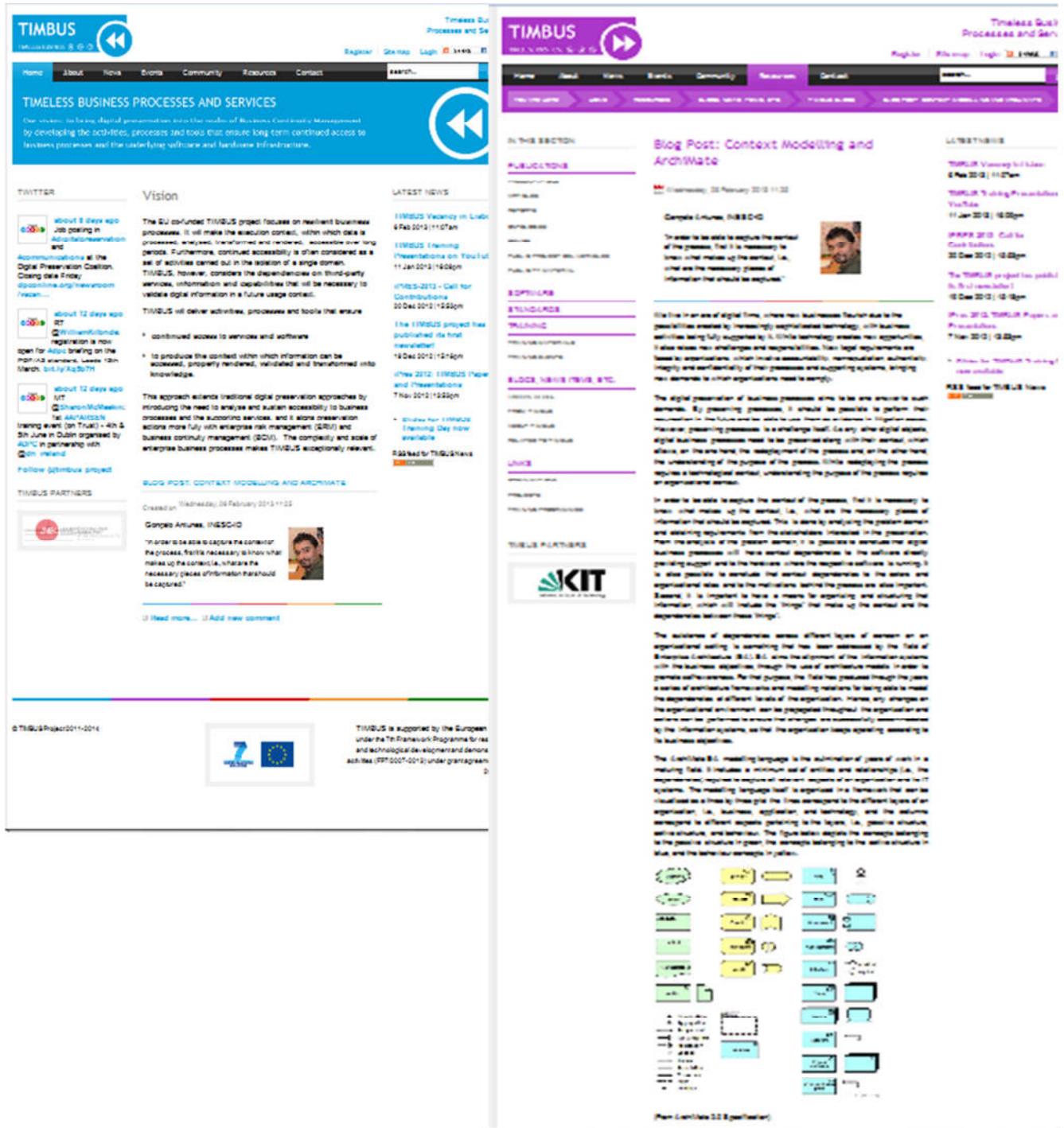
Figure 7: Example of a TIMBUS blog on the front page and its accompanying website

8.1.1.6 Newsletter

The TIMBUS newsletter "TIMBUS TIMES" is a co-production of all work packages and many individuals. The name for the newsletter was determined in a project-wide naming competition. The newsletter includes

- A project overview through the project lead;

- In the first issue, an overview of the TIMBUS approach;

- Highlighting one of the TIMBUS use case;

- Highlighting one of the TIMBUS partners;

- Conference reports with links to TIMBUS publications and presentations;

- TIMBUS event reports with links to TIMBUS publications and presentations;

- Editorial information, contact information, and a partner list.

Figure 8 shows the December 2012 issue.

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Use Case:
Civil Engineering Infrastructures

Dr. José Barateiro,
Laboratório Nacional de Engenharia
Civil (LNEC)

The analysis and validation of methodologies and tools developed in TIMBUS is driven by three industrial use cases:

- Engineering Services and Systems for Digital Preservation, focusing on the preservation of services and open-source systems;

- Civil Engineering Infrastructures, focusing on the preservation of sensor acquisition, processing and analysis and its CAD/CAM business processes;

- an eHealth business process for a long term cardiovascular disease.

The Portuguese National Laboratory for Civil Engineering is involved in the Civil Engineering Infrastructures project. Large civil engineering structures, such as dams, are critical infrastructures, where structural failures can produce extensive property damage, environmental crises and loss of life. To reduce the risk of such failures, these structures are continuously monitored by a set of sensors strategically located. The interpretation of the correlation of several physical parameters measured in different physical locations of the structure can be used to validate the current state of the structure and predict

the future behaviour under specific and controlled conditions. The business processes involved in structural monitoring include:

- acquisition processes by manual or automatic means;

- transformation/processing, validating and converting raw sensor data into physical values;

- analysis processes, through reporting, statistical analysis and mathematical simulations.

Determining the value of processes and data is a difficult and error-prone task. In the particular case of the monitoring of large civil engineering structures using sensor devices, processes or data that cannot be used today may be useful in the future. New mathematical models along with powerful simulation technologies can use the data acquired in the past and produce relevant results which were not possible to achieve before. This may require a full re-execution of business processes, either to generate new or updated physical actions from raw data, or to ensure the authenticity of previous executions. Digital preservation is thus critical to ensure the safety of large civil engineering structures. The main motivations are:

- compliance with contracts and service level agreements established with the owners of the structures or, in the case of dams, compliance with legal requirements established by dam safety regulation;

- replay of processes using the same data and context. This requires the redeployment and re-enactment of the original processes according to the original information generated during monitoring;

- re-use of processes (e.g., for new research), which can include the re-execution of the original process with modified data or context parameters, as well as the re-execution of a modified version of the preserved process (e.g., applying new mathematical models for analysis, which can include the acquisition of new algorithms and tools to process the acquired data in a different way as was done before);

- assessment of the costs of retention of generated data against the costs of preserving the process that generates this data. For instance, in large scale mathematical simulations, we must consider whether to preserve large datasets of generated data (e.g., by mathematical simulations) or to preserve the process that led to its generation.

Therefore, the preservation of processes and data in the scope of civil engineering monitoring activities is a challenge that must be addressed. This particular scenario raises several research and engineering issues that need to be addressed in TIMBUS, including:

- heterogeneity of processes and of the underlying data;

- heterogeneity of hardware and software technology;

- multiple components involved in monitoring processes, ranging from sensors, applications, humans, etc.;

- high frequency of process executions;

- reliability of the storage systems;

- authenticity of processes and data, which is related to the accurate identification of its provenance;

- integrity of processes and data, ensuring that both the process behaviour and informational content were not modified without authorisation;

- obsolescence of infrastructure components, applications, storage media and data formats specific to each process activity.

The heterogeneity of the civil engineering aspects, involving multiple validation technologies and processes, along with the fact that record-creation and retrieval in analog in the distant past, when analog and long records of data are extremely relevant from data sources (e.g., sensors), makes this case a representative scenario for the need of business process preservation, especially in organisations whose main mission is

An inverted plumb line is fixed in the rock foundation. Their measurements are translated into absolute horizontal displacements. Information about the sensors that were used and how the measurements were obtained and translated is important for process preservation.

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TIMBUS at iPres 2012

Stefan Pröll,
Secure Business Austria

The 9th International Conference on Preservation of Digital Objects (iPres) took place in Toronto, Canada. Between the 1st and the 5th of October 2012, leading experts in the area of digital preservation met in order to exchange the latest findings from a broad spectrum of research areas. The rich bandwidth of topics ranged from community approaches, preservation models and concepts, via digital objects and environments, to business process preservation. Special attention was given to the area of preservation assessment, training and best practices.

The TIMBUS-Project was particularly well represented at the conference, covering various and versatile areas in different streams, reflecting the wide-ranging nature of the project that provides a framework for preserving complex business processes that can be redeployed in a completely different environment in the future.

The paper "Digital Preservation of Business Processes with TIMBUS Architecture" describes the architecture and its components. The service oriented architecture (SOA) of TIMBUS combines a unique set of solutions, providing the tools needed to successfully preserve information systems and their processes. TIMBUS consists of several modules which integrate tasks from capturing and acquisition of original processes, via intelligent enterprise risk management (iERM) and legality life-cycle management, to preservation and redeployment of the business process.

Business processes consist of many heterogeneous components that need to be captured in order to have all the information necessary to re-deploy them authentically in a new environment. The TIMBUS project reuses existing standards in order to capture this information. The PREMIS data dictionary is the de-facto standard for digital preservation metadata. The PREMIS Editorial Committee is currently investigating how to improve the metadata description of computing environments and their relationships to preservation objects, software agents, event and rights information. TIMBUS took the opportunity to test the proposed PREMIS model against the representation needs for business process preservation. The proposed PREMIS changes and some of the use case are described in the paper "Describing Digital Object Environments in PREMIS".

The paper "Towards a Decision Support Architecture for Digital Preservation of Business Processes" demonstrates how TIMBUS helps to determine the key components which need to be preserved, and to resolve the software and hardware dependencies they impose. As processes are of a dynamic nature they can evolve over time. A crucial feature of TIMBUS lies in its ability to support making the decision when a process needs to be preserved, before its obsolescence becomes a real threat.

The TIMBUS process is structured into three phases: Plan, Preserve and Redeploy. Decision support is maintained throughout all of the three phases.

The success of each phase needs to be measured based on evidence. Evaluation is essential during the whole process, not only retrospectively. A process is preserved correctly if and only if the redeployed process preserves all significant characteristics of the input process. The paper "On the Applicability of Workflow Management Systems for the Preservation of Business Processes" illustrates this. It shows how existing workflow management solutions can be used in order to validate and verify process executions. Workflow management systems (WMS), stemming from the scientific as well as the business domain, can be used for describing workflows formally. Such systems generate provenance data automatically, which can serve as a basis for examining the correctness of a process execution. The more a process is structured, the easier it is to achieve correct results.

Each phase requires proper quality assurance, where significant properties are validated against their original requirements. This topic was covered in the paper presentation "Evaluating an Emulation Environment: Automation and Significant Key Characteristics". After redeployment, the correctness of these properties has to be verified. The framework defines tools that allow re-iteration of quality monitoring in each phase in order to increase the overall outcome with every cycle.

The paper "Assessing Digital Preservation Capabilities Using a Checklist Assessment Method" introduced a check-list based method for evaluating the digital preservation capabilities of an organisation. TIMBUS uses this method to identify gaps between the current and the required status of preserved information.

In addition to the full papers, the project presented some short papers and posters and introduced the proposed data model changes for PREMIS at the PREMIS user group meeting.

Topic	Authors
Digital Preservation of Business Processes with TIMBUS Architecture paper (400kB) http://bit.ly/UEuOSH presentation (5.22 MB) http://bit.ly/UEuOSH	Mykola Galushka, Philip Taylor, Wasif Gilani, SAP; John Thomson, CMS; Stephan Strodl, SBA; Martin Alexander Neumann; KIT
Describing Digital Object Environments in PREMIS paper (1 MB) http://bit.ly/Ten7TB presentation (1.2 MB) http://bit.ly/XiBWUK	Angela Dappert, DPC Sébastien Peyrard, BNF; Janet Delve, UoP; Carol Chou, FLVC
Towards a Decision Support Architecture for Digital Preservation of Business Processes paper (200 kB) http://bit.ly/SXCW2j presentation (1MB) http://bit.ly/SXCW2j	Martin Alexander Neumann, Hossein Miri, KIT; John Thomson, CMS; Gonçalo Antunes, INESC-ID; Rudolf Mayer, Michael Beigl, SBA
On the Applicability of Workflow Management Systems for the Preservation of Business Processes paper (340 kB) http://bit.ly/VDDvLX	Stefan Pröll, Rudolf Mayer, Andreas Rauber, SBA
Evaluating an Emulation Environment: Automation and Significant Key Characteristics paper (510 kB) http://bit.ly/XiE8f6 presentation (555 kB) http://bit.ly/RrWNIA	Mark Guttenbrunner, Andreas Rauber, SBA

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Topic	Authors
Assessing Digital Preservation Capabilities Using a Checklist Assessment Method paper (500 kB) http://bit.ly/W9GopX	Gonçalo Antunes, Diogo Proença, INESC-ID; José Barateiro, LNEC; Ricardo Vieira, Jose Borbinha, INESC-ID; Christoph Becker, TU Wien
Business Process Preservation, How to capture, document & evaluate short paper (415 kB) http://bit.ly/W9HnXd poster (5 MB) http://bit.ly/W9HnXd	Stefan Strodl, SBA; Daniel Draws, SQS; Goncalo Antunes, INESC-ID; Andreas Rauber, SBA; Angela Dappert, DPC (diagrams)
On the Complexity of Process Preservation: A Case Study on an E-Science Experiment short paper (310.09 kB) http://bit.ly/XiHvmk	Rudolf Mayer, Stefan Strodl, Andreas Rauber, SBA;
Proposed Data Model Changes for PREMIS 3.0 (PREMIS Implementation Fair) presentation (753 kB) http://bit.ly/TXnxyY	Angela Dappert, DPC

Introducing TIMBUS Partners: SQS

Dr. Frank Simon,

Software Quality Systems

SQS joined the TIMBUS project as one of the industrial consortium partners. SQS has about 2.200 employees and is the biggest independent software quality management and testing provider worldwide. Why is SQS interested in digital preservation when this seems to be tangential to quality management and testing?

The answer to this is twofold with mid-term and short-term benefits.

Mid-term

In the mid-term (>2 years) SQS firmly believe that the business around digital preservation will strongly grow from a revenue perspective. Many companies will realise how distributed their data is and how difficult it is to redeploy a consistent release of historical data. In general, we see two major areas where quality management and testing are affected by this growing trend:

Digital preservation *per se*:

In many cases digital preservation services will be delivered by third-party providers. SQS as world-leading independent quality and testing company will leverage its independence for this purpose. Independence safe-guards against interests in specific preservation formats or any other collateral interests. TIMBUS will provide the necessary insights for establishing an independent digital preservation service.

Escrow:

Clients that purchase software or services may request the deposit of the licensed software and other ancillary information with a third-party escrow agent. This is done to ensure that the software or its functionality can be released to the licensee and be maintained directly if the software provider has to file for bankruptcy or fails to maintain the software as promised in the license agreement. The more companies use third-party providers for their application development, the more dependencies have to be managed to prevent business risks from materialising. Escrow services are a preferred mitigation action for these *scenarios*. But, in contrast to today's methods, escrow services must firstly have an holistic view on the items that have to be archived, and they should secondly have an extended view of timelines. TIMBUS will develop guidelines to be able to offer holistic long-term escrow services.

Short-term

However, even for innovative companies like SQS, it is very difficult to focus only on mid-term benefits; and indeed SQS is leveraging many topics touched on by TIMBUS already. SQS's three most important benefits lie in

Business transition:

The core challenge of digital preservation can be understood as maintaining the significant characteristics of the preservation object while its context changes. In digital preservation this context change is mainly driven by different timelines. e.g. archiving a system today in order to restore it 20 years later.

However, many best practices of this area can be re-used for different context switches as well. A typical context switch in SQS's

daily business is offshoring an IT-operation department into the cloud. For SQS one of its strategic goals is to focus on managed testing services. The goal is to "archive" a given testing process and to "restore" it in another company, i.e. in an SQS test factory. SQS has already put to use many TIMBUS results for this specific task.

Architectural modelling:

The topic of business process modelling is core to TIMBUS in order to prepare for digital preservation. This process modelling considers, for example, business value, risks, impacts and external suppliers. It is exactly this area that SQS already uses for a better definition of a holistic quality manager: For him the overall quality is defined by the quality of the involved subsystems. For this modelling and architectural work TIMBUS has already generated added value.

Enterprise risk management integration:

TIMBUS has understood early that a strong coupling between digital preservation and risk management is essential. Using or not using digital preservation is primarily decision based, driven by enterprise risk management, and as such resembles testing activities. Testing can similarly be understood as risk mitigation action to give the project lead a better understanding about satisfied and unsatisfied requirements. To this end, SQS is leveraging knowledge from TIMBUS for integration of testing into risk management, as TIMBUS is doing for digital preservation.

Mid-term vision, as well as short-term results, make TIMBUS a driver for SQS to allow further business growth today and in the future.

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15 December 2012

TIMBUS at the International Legal Informatics Symposium (IRIS)

Konstantin Hobel,
Secure Business Austria

The International Legal Informatics Symposium (IRIS) takes place annually at the Law Faculty of the University of Salzburg, Austria. Due to its ability to attract new ideas, and nationally as well as internationally renowned scholars. IRIS has managed to establish itself as the largest and most important academic conference on computers and law in Austria and Central Europe. This year's symposium, from 23 to 25 February 2012, was the 15th in the series. The main topics were visualisation of the law, e-government, e-identities, IT-compliance and e-discovery, data protection, e-commerce, copyright and software law.

We introduced the topic "Software Escrow Agreements" to the IRIS audience. Software Escrow agreements regularly involve three parties: a software developer, a customer, and an escrow agent. The developer deposits the source code and other objects with the escrow agent, who is under an obligation to technically verify those objects and to hand them over to the customer when certain trigger events, such as insolvency of the developer, occur. Our presentation included a description of the legal structure of source code escrow agreements, with a

special focus on the case of the software developer's insolvency. It also discussed the technical measures necessary to ensure the reusability of the deposited objects and provided an introduction to the role of escrows in the long-term preservation of proprietary software. It is of note that in the lively discussion following the presentation, the audience, having a background in IT- and legal services, expressed a special interest in the economic viability of the deposit of source code. In their practical experience, some parties have been unwilling to engage in source code escrow contracts as they doubted the practicability of receiving usable source code in the case of insolvency. Being aware of limitations of contemporary software escrow, the TIMBUS project partners are working at the interface of law and technology to develop next generation holistic escrow agreement solutions providing businesses with legal as well as technical certainty.

Topic	Authors
Software Escrow Agreements International Legal Informatics Symposium, February 2012;	Konstantin Hobel, SBA; Stephan Strodl, SBA

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15 December 2012

TIMBUS Training Day: Resilient Business Processes

Angela Dappert,
Digital Preservation Coalition

A free Training Day on Digital Preservation of Business Processes took place on 16 October 2012 at the Gresham Hotel in Dublin, Ireland in conjunction with the Preservation and Archiving Special Interest Group (PASIG) conference. It was addressed to an audience with problems of the following sort:

- wanting to integrate digital preservation activities with business continuity and enterprise risk management approaches;

- needing to preserve more than data;

- holding preserved information about computing environments, dependencies, policies, even process descriptions that are needed to understand repository contents.

The audience of 30, mostly from the financial and public services industries, had a broad set of roles including Digital Preservation Consultant, IT Architect, IT Manager, Media Producer, IT Consultant, and Intelligent Data Analyst, Librarians and Archivists. They came from across North America, Europe and Israel. The evaluation showed a high approval rate with 93% of

the attendants choosing 4 or 5 (out of 5, with 5 being very satisfied) for overall satisfaction.

Topic	Authors
Introduction to Digital Preservation of Business Processes presentation (5.8 MB) http://bit.ly/SUGAbY	Angela Dappert, DPC
Risk Management in Digital Preservation presentation (615 kB) http://bit.ly/VEYXzO	Wasif Gilani, SAP
Business Continuity Management presentation (5.8 MB) http://bit.ly/VEYWvW	Wasif Gilani, SAP
Interactive Demo on BCM demo Part1 http://www.youtube.com/watch?v=KgG745TIzUY&list=UL demo Part2 http://www.youtube.com/watch?v=DSnB71_c5QU	Wasif Gilani, SAP
Infrastructure, Architecture and Storage presentation (5.9 MB) http://bit.ly/Z3SjLz	Mike Nolan, Intel
Legal issues of Digital Preservation presentation (2 MB) http://bit.ly/XiKfjp	Martin Hecheltjen, ITM
In-depth study on legal issues work sheet (35 kB) http://bit.ly/VEYLkg	Martin Hecheltjen, ITM

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TIMBUS Topics at DPC Briefing Days

Angela Dappert and
Dr. William Kilbride,
Digital Preservation Coalition

The Digital Preservation Coalition (DPC) is a consortium partner in the TIMBUS project. As part of its remit the DPC runs briefing days on cutting-edge issues in digital preservation. Prompted by its involvement in TIMBUS, the DPC held 2 Briefing Days on

- Intellectual Property Rights and Digital Preservation on 21 November 2011 at the Wills Hall, Bristol University, Bristol;

- Digital Resilience and Preservation on 21 May 2012 at the Wellcome Collection Conference Centre in London.

In keeping with the traditional format, participant numbers were kept below 40 participants and presentations were interspersed with lively audience participation, discussion, Q&A and networking. Both days brought together experts from around the world to discuss these topics including TIMBUS participants as well as guest speakers.

Intellectual Property Rights and Digital Preservation

Digital preservation helps to deliver lasting impact from highly prized and valuable digital resources. This is often understood as a technical challenge but experience shows that a poor fit between technology, processes and regulations constrains preservation actions and significantly inhibit the benefits which long-term access ought to deliver. "Intellectual Property Rights and Digital Preservation" addressed the issue that operating within a complicated and evolving legal and regulatory landscape, the digital preservation community needs a clear understanding of what it is permitted to do and what

risks might inhere within technical processes like format shifting, migration, bit replication and emulation. Foremost among these challenges is the management, protection and evolution of intellectual property rights. It has long been recognised that digital rights management and encryption present a barrier to preserving content. But intellectual property rights do not just impact on the contents of archives but apply also to the containers, wrappers and formats which make the contents accessible.

Topic	Authors
The Nature of the Problem presentation http://bit.ly/TevAG5	Andrew Charlesworth, Bristol University
Case Study 1: Issues of Ownership: Case Studies in Depositing and Licensing from the Wellcome Library presentation http://bit.ly/XiKLOB	Chris Hilton, The Wellcome Library
Case Study 2: Legalities. Migration and Emulation presentation http://bit.ly/VDGMej	David Anderson, KEEP Project, University of Portsmouth
Case Study 3: Group Discussion and Practical Exercise	IISC Media
Escrow Services for Long Term Access: Emerging Trends and Issues presentation http://bit.ly/LHXxFY	Barbara Kolany, ITM, Münster University (TIMBUS)
Emerging Trends: Let's All Meet Up in 2015 - What will IPR for digital preservation look like then presentation http://bit.ly/SUGHUX	Jason Miles Campbell, JISC Legal

This joint DPC / JISC Digital Media briefing day examined and discussed key concepts of intellectual property rights as they impact on digital preservation. It provided a forum to review and debate the latest developments in the law as it applies to preservation and it initiated a discussion on how simple legal processes can be deployed. Based on commentary and case studies from leaders in the field, participants were presented with emerging tools and technologies and were encouraged to propose and debate the future for these developments.

Digital Resilience and Preservation

The "Digital Resilience and Preservation" Briefing Day addressed resilience as an increasingly important topic in the provision of digital services. Digital technology offers the prospect of '24/7' services, a model which can only be sustained through constant monitoring and planning to ensure continuity of service. Increasing demands on the networks, increasing concerns about security, and increasing economic and social consequences from their failure, makes resilience a pressing concern. Business continuity planning continually refines and extends these protections to ensure that the right services are supplied to the right people at the right time.

Digital preservation is part of resilience planning and shares a core set of concepts and practices with business continuity

management. Both work towards robust data provision through processes of risk assessment, disaster planning, security-testing and on-going monitoring; both use replication and redundancy to mitigate or prevent data loss; and both require a detailed understanding of what information is where, and who is allowed to access it. But because digital preservation and digital resilience are designed to combat different types of threat, there is a risk that they are not aligned as effectively – or as efficiently – as they could be. How might a digital preservation plan contribute to organisational resilience? How might business continuity management contribute to a long term information strategy? Slides for the presentations can be found here:

Topic	Authors
Community-Wide Disasters: Community-Wide Response presentation http://bit.ly/XiKUkZ	Tom Clareson, Lyrasis
Business Continuity Planning and Digital Preservation presentation http://bit.ly/12o79u8	John Lindstrom, Luleå Technical University
Risk Management and Digital Preservation presentation http://bit.ly/12bJ0b8	Angela Dappert, DPC /TIMBUS
Business Processes and Preservation: TIMBUS presentation http://bit.ly/12o7dds	Mykola Galushka, SAP /TIMBUS
Digital Continuity – How Breakfast Cereals are Saving Digital Information presentation http://bit.ly/VDGZhD	Tim Callister and Rob Johnson, The National Archives

Figure 8: TIMBUS newsletter December 2012

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8.1.1.7 Brochure

The TIMBUS brochure shown in Figure 9 and Figure 10 is a tri-fold brochure that gives an overview over the TIMBUS motivations, goals, approach, consortium and information sources. It is to be used by all project participants in any stakeholder communication.
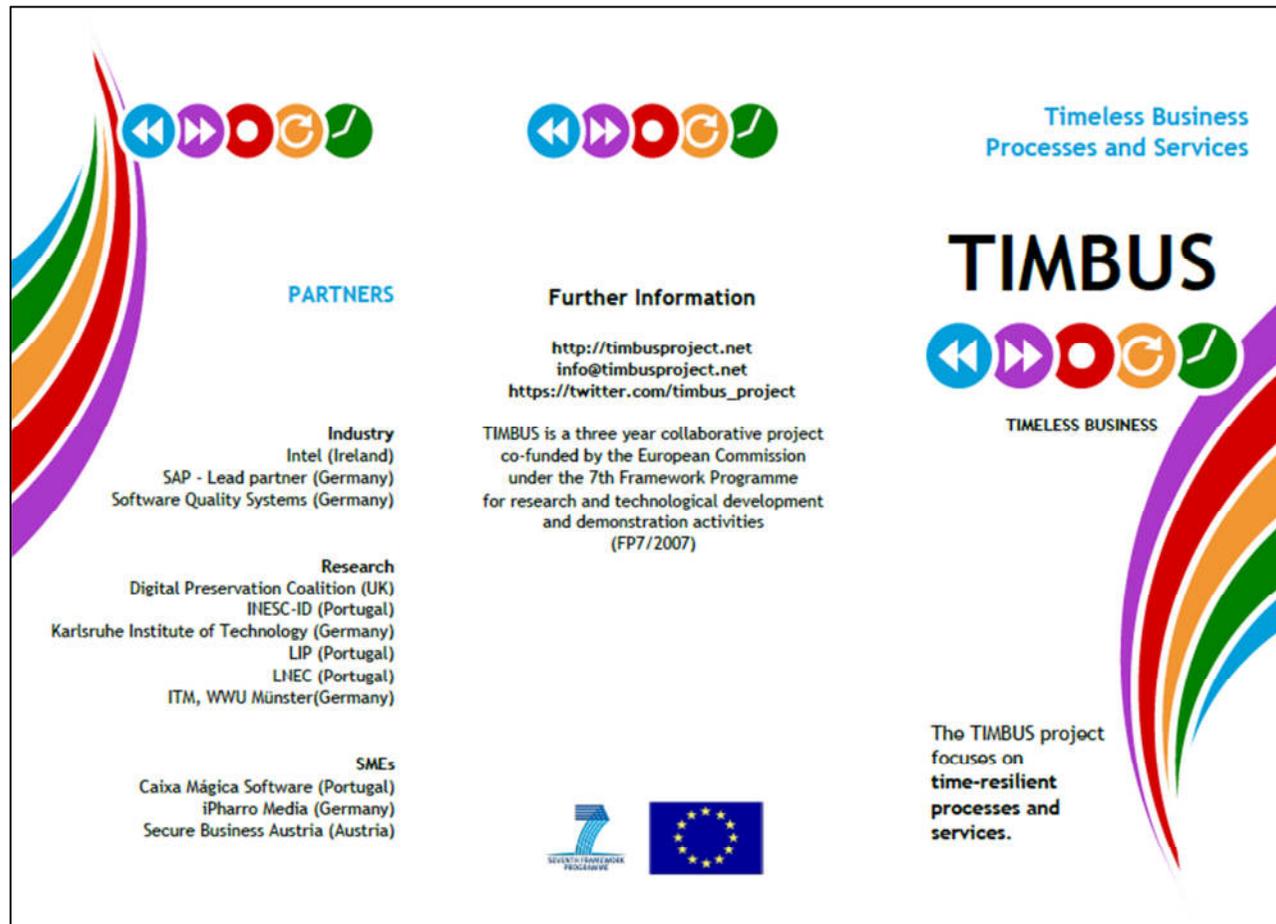
Figure 9: TIMBUS tri-fold brochure (outside)

Figure 10: TIMBUS tri-fold brochure (outside)

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8.1.1.8   Online and Social Media

TIMBUS uses a variety of online and social media. In social media we have added a Wikipedia page on business process preservation (see Figure 11) which is on average accessed 3 times per day (see Figure 12) and entered TIMBUS in the register of FP7 projects.
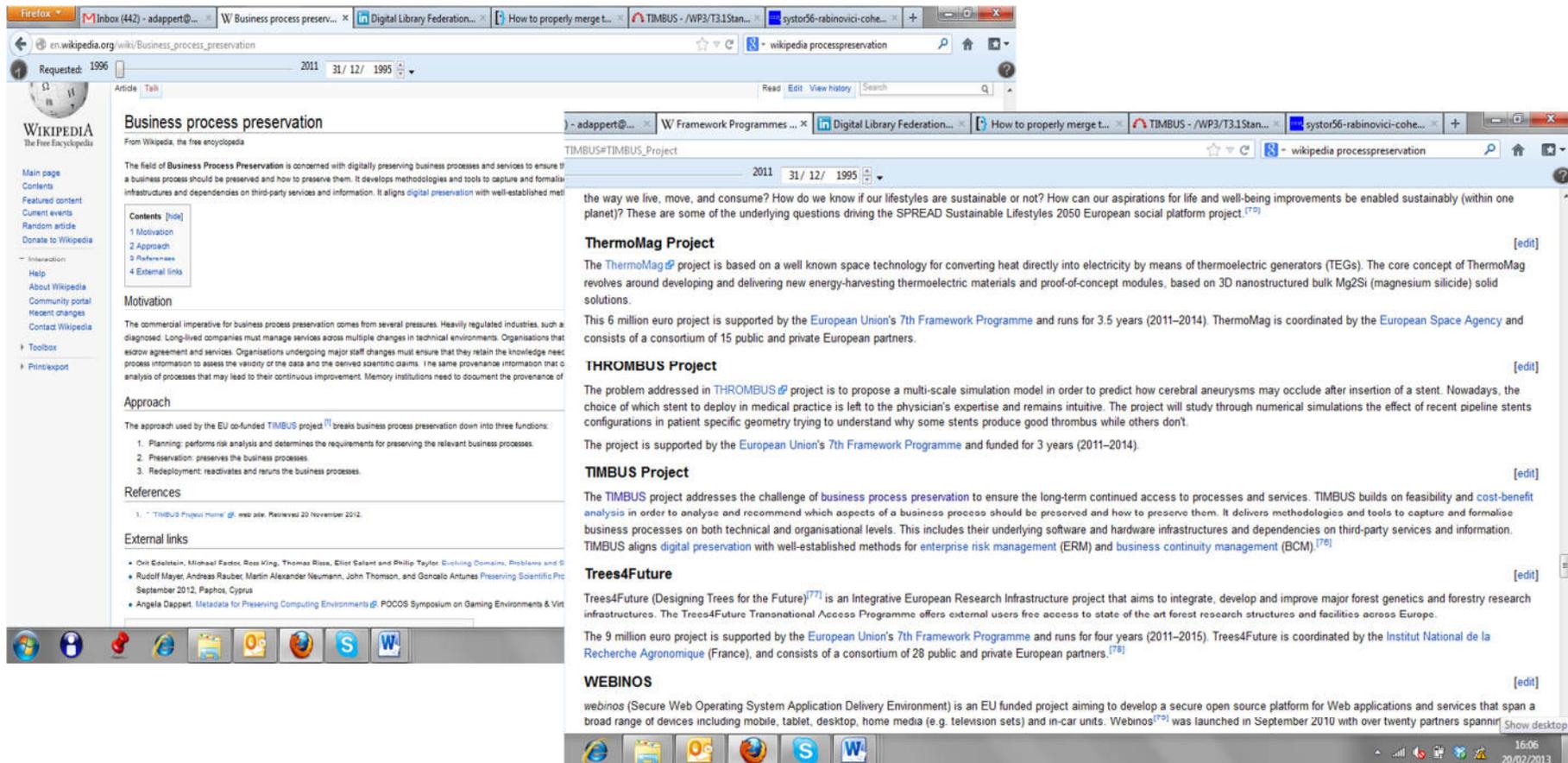
Figure 11: Wikipedia entries

Figure 12: Wikipedia article traffic statistics for "Business Process Preservation" in the 90 days leading up to 27 February 2013

We have been using a Twitter account (see Figure 13) https://twitter.com/timbus_project since the beginning of the project and we have recently created a LinkedIn Group (see Figure 14). As of February 2013 the Twitter account has 140 followers. The LinkedIn group has 39 members.

Figure 13: Twitter account

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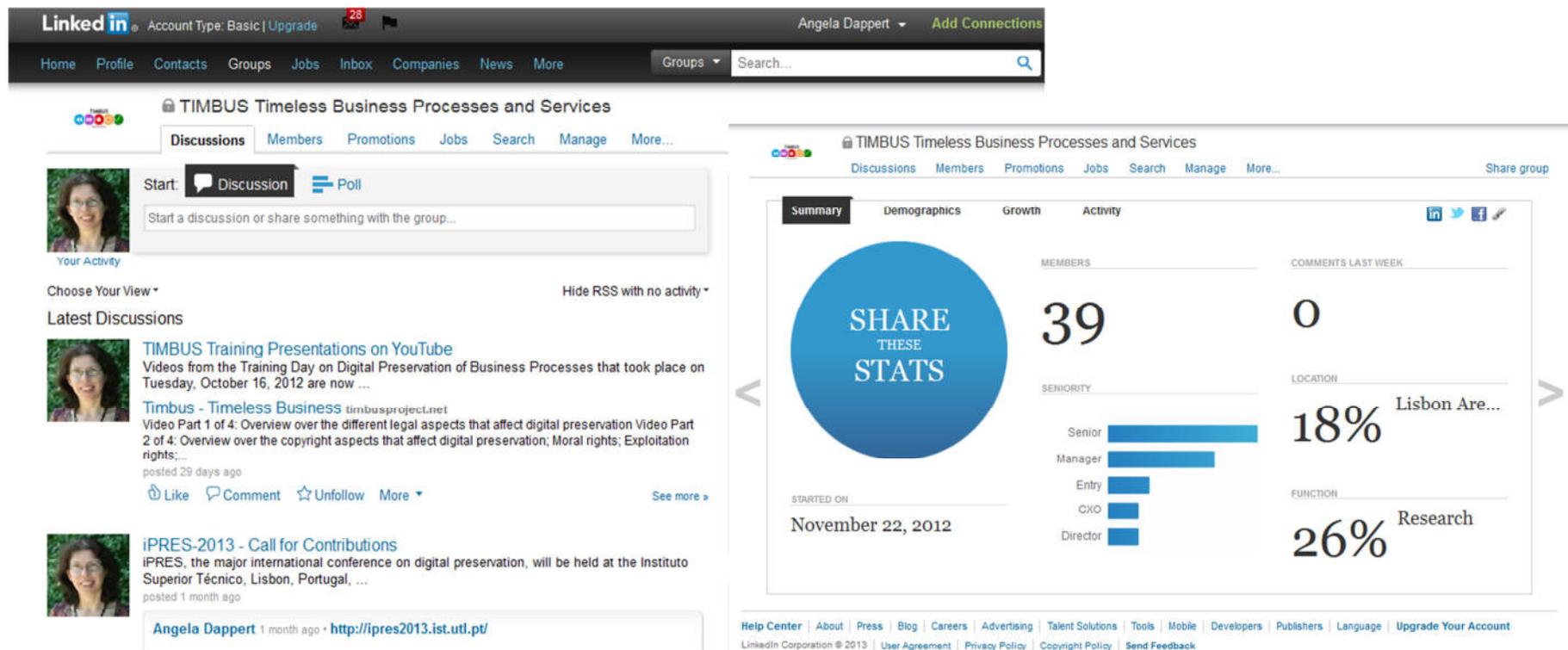
Figure 14: LinkedIn group

The main vehicle of communication is the website (see Figure 15) with information about the project, events, news, and resources produced by the project. It has grown to comprise a substantial amount of content. All parts of the website are used. From May 2012 (when Google analytics was installed) to February 2013 we have had about 11,500 page views, in 3,700 visits from 2,500 unique visitors (see Figure 16). Interest peeked during September and October 2012, when the project had great visibility due to its representation at the annual iPres conference and due to the full-day training event in Dublin. As Figure 17 shows, the home, about, resources, events, news, project-partners, articles, community, work-packages and presentations pages are the top

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most accessed pages. From amongst the resources there was particular interest for the training materials. Figure 18 shows the total number of page hits of the leading 23 web pages from the time of their creation.
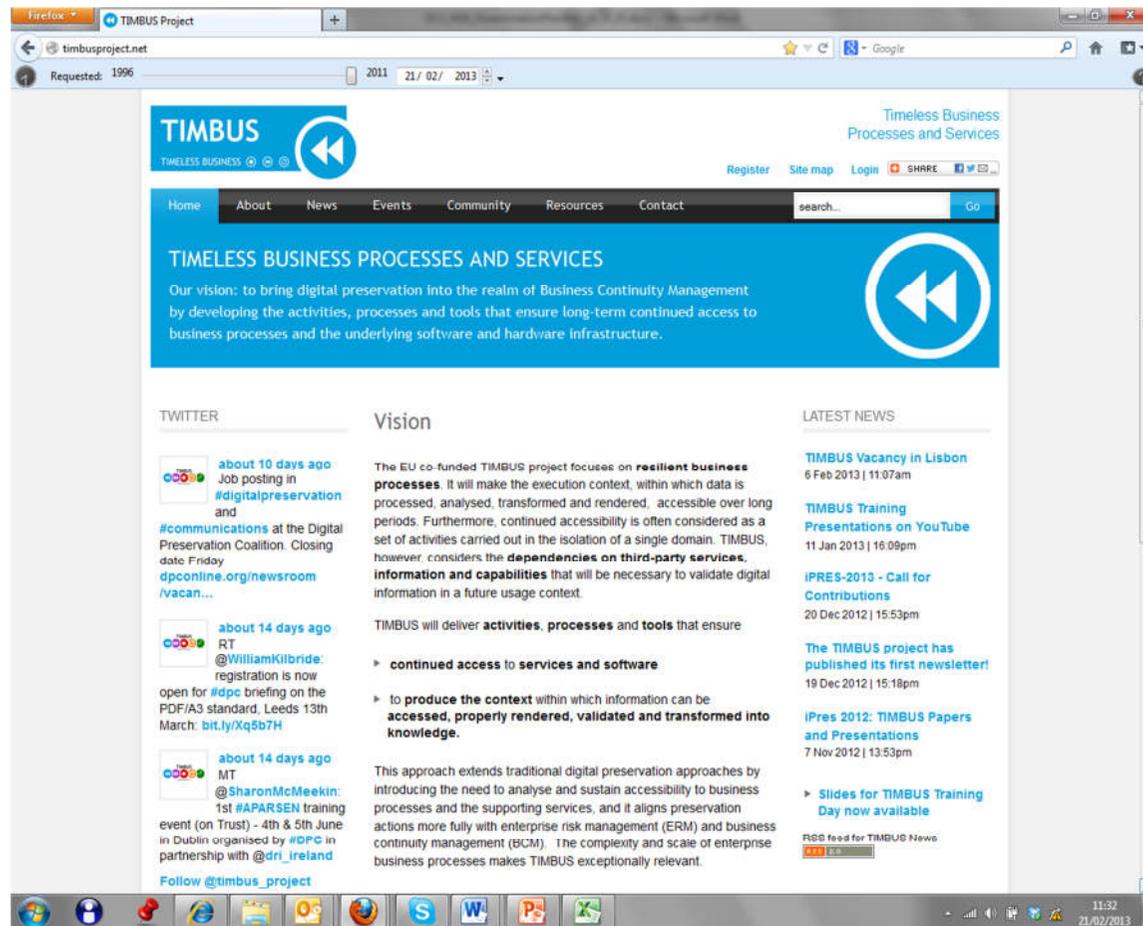
Figure 15: The TIMBUS website home

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Figure 16: TIMBUS website analytics (installed in May 2012)

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	Page	Pageviews	Unique Pageviews	Avg. Time on Page	Entrances	Bounce Rate	% Exit	Page Value
2	1	/	2,611	2,089	00:01:41	1,950	54.56%	50.56% $0.00
3	2	/about	727	541	00:00:36	39	35.90%	13.76% $0.00
4	3	/resources	693	431	00:00:19	28	17.86%	5.92% $0.00
5	4	/events	344	256	00:00:53	49	40.82%	22.38% $0.00
6	5	/news	322	254	00:00:41	23	39.13%	16.46% $0.00
7	6	/about/project-partners	304	193	00:00:57	4	75.00%	16.78% $0.00
8	7	/resources/publications/articles	284	157	00:01:14	10	10.00%	11.62% $0.00
9	8	/community	283	218	00:00:25	13	38.46%	12.01% $0.00
10	9	/about/objectives/timbus-work-packages	276	129	00:00:15	8	37.50%	5.43% $0.00
11	10	/resources/publications/presentations	239	170	00:02:05	21	66.67%	26.36% $0.00
12	11	/register	194	108	00:01:39	21	28.57%	16.49% $0.00
13	12	/events/events/130-training-day-digital-preservation-of-business-processes	185	160	00:03:36	146	75.34%	70.27% $0.00
14	13	/contact	182	157	00:00:32	3	33.33%	21.98% $0.00
15	14	/resources/publications/public-project-deliverables	181	99	00:00:47	17	41.18%	17.68% $0.00
16	15	/about/publicity-material	168	123	00:01:32	1	100.00%	23.21% $0.00
17	16	/resources/publications/presentations/134-1st-timbus-training-day	162	138	00:03:06	84	95.24%	68.52% $0.00
18	17	/about/objectives/timbus-tasks	153	122	00:01:03	5	40.00%	15.69% $0.00
19	18	/about/project-governance	127	106	00:00:56	26	42.31%	29.13% $0.00
20	19	/resources/publications/ontologies	120	88	00:00:32	9	66.67%	13.33% $0.00
21	20	/about/objectives/timbus-work-packages/26-industrial-case-study-civil-engineering-infrastructure	112	89	00:00:48	77	76.62%	66.07% $0.00
22	21	/about/publicity-material/156-timbus-newsletter-volume-1-issue-1	111	98	00:01:29	93	76.34%	73.87% $0.00
23	22	/resources/publications/presentations/65-risk-management-and-digital-preservation	96	85	00:03:22	82	86.59%	84.38% $0.00
24	23	/about/project-partners/36-karlsruhe-institute-for-technology-germany	92	78	00:01:43	65	67.69%	64.13% $0.00
25	24	/resources/training/trainings-material	92	24	00:03:12	10	20.00%	18.48% $0.00
26	25	/resources/publications/reports	91	83	00:00:04	0	0.00%	3.30% $0.00
27	26	/resources/publications/articles/139-ipres-2012	84	68	00:03:46	18	72.22%	57.14% $0.00
28	27	/about/project-partners/39-inesc-id-portugal	75	60	00:00:52	49	81.63%	68.00% $0.00
29	28	/about/project-partners/41-caixa-magica-software-portugal	69	59	00:00:46	38	73.68%	49.28% $0.00

Figure 17: TIMBUS website page views according to Google analytics since May 2012

	Title	Published	Front Page	Order	Access Level	Section	Category	Author	Date	Hits	ID
	About	✓	✗	2	Public	About	About	Kerry Westwood	12.10.11	3842	2
	Resources	✓	✗	3	Public	Resources	Resources	Kerry Westwood	12.10.11	3315	4
	Contact	✓	✗	1	Public	Contact	Contact	Kerry Westwood	12.10.11	2293	3
	Community	✓	✗	1	Public	Community	Community	Kerry Westwood	12.10.11	2208	5
	Project Governance	✓	✗	1	Public	About	Project Govenance	Angela Dappert	24.10.11	1883	67
	TIMBUS Survey on Long-Term Aspects of Business Continuity	✓	✗	9	Public	News	News Archive	Angela Dappert	25.11.11	1772	79
	Doctoral or post-doctoral research position in the area of knowledge representation and applied reasoning available at the Karlsruher Institute of Technology	✓	✗	11	Public	News	News Archive	Angela Dappert	15.12.11	1404	81
	TIMBUS Tasks	✓	✗	2	Public	About	TIMBUS Tasks	Angela Dappert	24.10.11	1387	66
	TIMBUS Tri-Fold Brochure	✓	✗	3	Public	About	Publicity Material	Angela Dappert	30.03.12	1245	68
	Caixa Mágica Software (Portugal)	✓	✗	1	Public	About	Project Partners	Angela Dappert	21.10.11	1085	41
	INESC – ID (Portugal)	✓	✗	3	Public	About	Project Partners	Angela Dappert	21.10.11	1051	39
	iPres 2011	✓	✗	14	Public	News	News Archive	Angela Dappert	25.10.11	1025	69
	Training Day - Resilient Digital Business Processes	✓	✗	2	Public	Events	Latest Events	Angela Dappert	31.08.12	1016	130
	Presentation on Digital Escrow Services	✓	✗	8	Public	News	News Archive	Angela Dappert	06.12.11	992	80
	TIMBUS Risk Management and Digital Preservation Presentation at the Goportis DP Summit 2011	✓	✗	13	Public	News	News Archive	Angela Dappert	28.10.11	956	74
	Karlsruhe Institute for Technology (KIT) (Germany)	✓	✗	6	Public	About	Project Partners	Angela Dappert	21.10.11	926	36
	TIMBUS Project	✓	✗	1	Public	About	TIMBUS Project	Angela Dappert	21.10.11	890	43
	8. Industrial Case Study: Civil Engineering Infrastructure	✓	✗	8	Public	About	TIMBUS Work Packages	Angela Dappert	21.10.11	886	26
	Presentation on TIMBUS and Metadata for Preserving Computing Environments	✓	✗	7	Public	News	News Archive	Angela Dappert	08.02.12	884	92
	SAP – Lead partner (Germany)	✓	✗	10	Public	About	Project Partners	Angela Dappert	21.10.11	869	32
	iPres 2012 Call for Contributions	✓	✗	5	Public	News	News Archive	Angela Dappert	10.04.12	841	106
	Symposium on Preservation of Video Games and Virtual Worlds	✓	✗	6	Public	Events	Events Archive	Angela Dappert	17.01.12	836	90
	Research grant in the TIMBUS project	✓	✗	12	Public	News	News Archive	Angela Dappert	10.10.11	832	18

Figure 18: TIMBUS website page views according to Joomla analytics since December 2011

The TIMBUS domain at **sourceforge** for software code deposit has been created, but is not yet populated:

- http://sourceforge.net/projects/timbus/?source=navbar

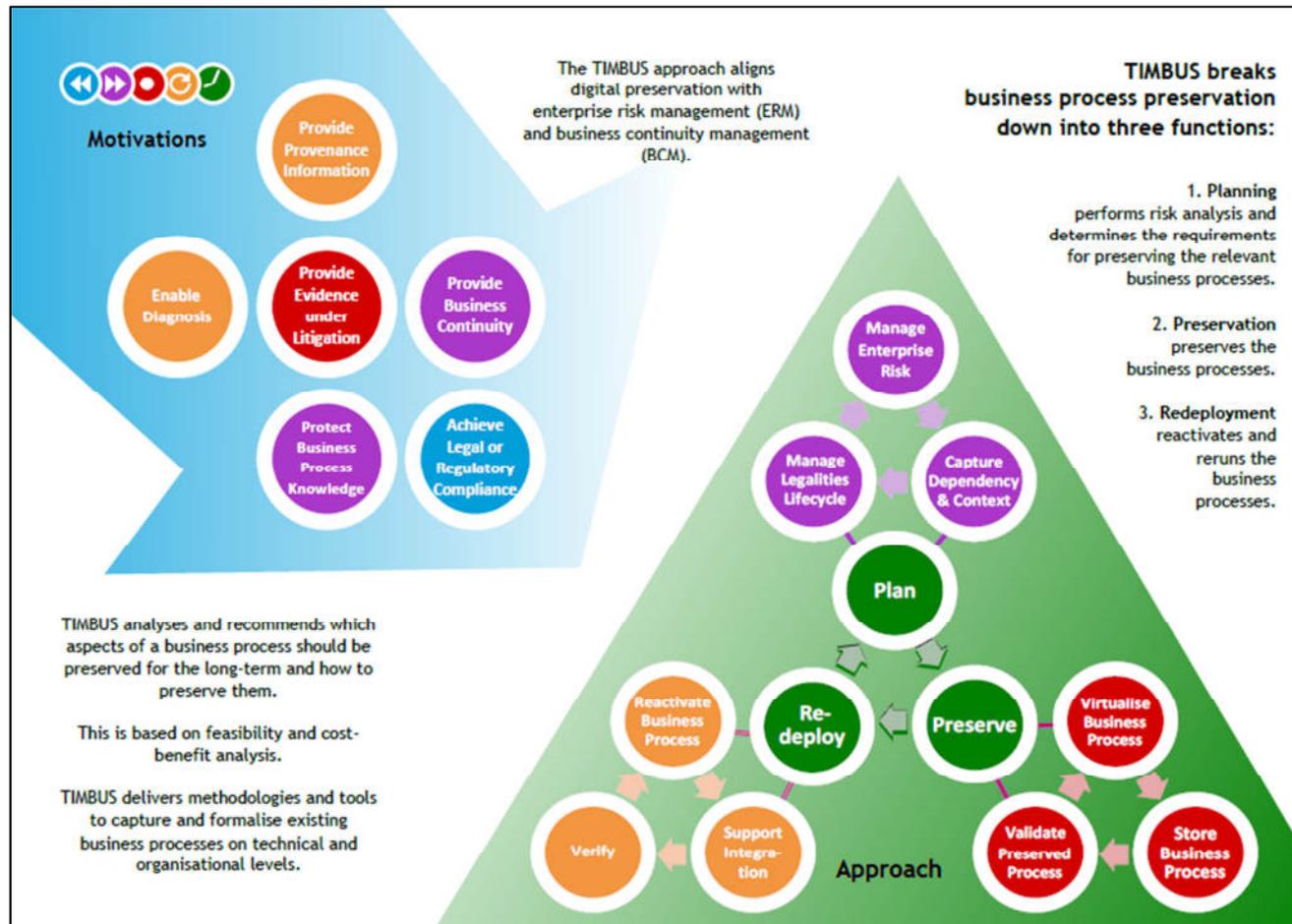| TIMBUS	WP3– Dissemination and Training
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Table 8 lists some website activities and metrics for the project.

Table 8: Some TIMBUS web-based activities metrics in Year 2

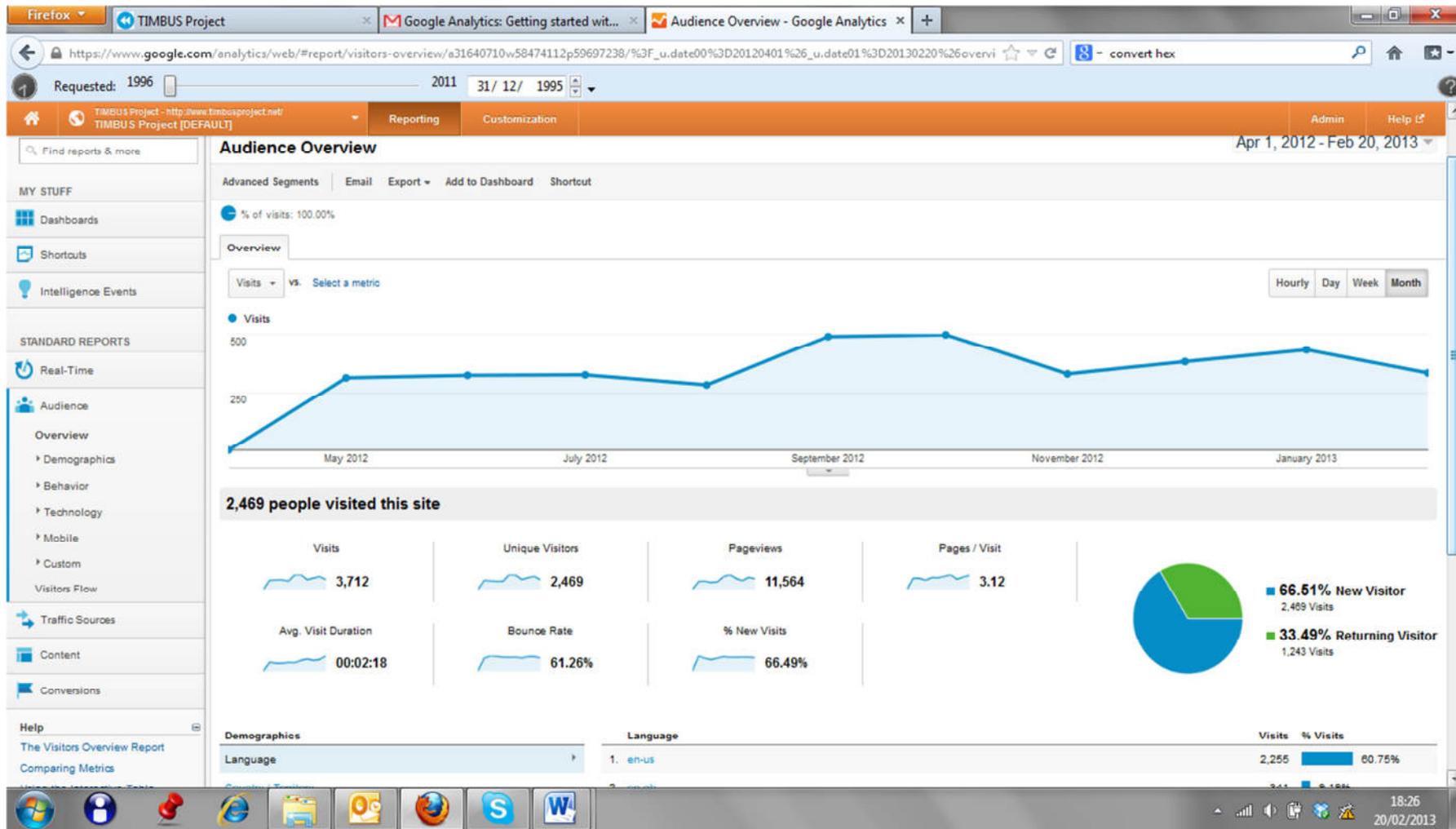| Date	URL	Venue	Items delivered	Target audience	Author(s)	Comments	Partner(s)
February 2012 to February 2013	http://timbusproject.net/	Website	33 menu items; see usage statistics below	Digital Preservation and Business Process professionals	Angela Dappert, William Kilbride		DPC
December 2011 to February 2013	http://timbusproject.net/	News items	20 news items	Digital Preservation and Business Process professionals	Angela Dappert, William Kilbride		DPC
December 2011 to February 2013	http://timbusproject.net/	Event Announcements	14 event announcements	Digital Preservation and Business Process professionals	Angela Dappert, William Kilbride		DPC
December 2011 to February 2013	http://timbusproject.net/	Registered members	58 registered users	Digital Preservation and Business Process professionals	n/a		DPC
April 2011 to February 2013	https://twitter.com/timbus_project	Twitter	140 followers, 165 Tweets, plus additional TWEETS from TIMBUS participants	Digital Preservation and Business Process professionals	Angela Dappert, William Kilbride, @MichaelNolan77, @PauloTrezentos		DPC, Intel, CMS
January 2013 to February 2013	http://www.linkedin.com/groups?gid=4728773&trk=myg_ugrp_ovr	LinkedIn	3 discussions	Digital Preservation and Business Process professionals	anyone		

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Date	URL	Venue	Items delivered	Target audience	Author(s)	Comments	Partner(s)
1 December 2012 to 27 February 2013	http://en.wikipedia.org/wiki/Business_process_preservation	Wikipedia	288 accesses in 90 days	anyone	Angela Dappert, anyone		DPC
December 2012 to February 2013	https://www.youtube.com/playlist?list=PL2fxQHETrFuebmSGO3rKQWnV_OK8ge20t	YouTube	460 views, 1090 minutes watched, 3 likes, 1 share	anyone	Angela Dappert		DPC
	http://www.teco.edu/research/projects/timbus/	KIT website	TIMBUS – Digital Preservation for Timeless Business Processes and Services; KIT TIMBUS project summary	KIT community		English speaking	KIT
	http://www.lnec.pt/organization/cti/r_d	LNEC website	LNEC TIMBUS project summary	LNEC community		English speaking	LNEC
	http://www.caixamagica.pt/pag/fnotc00.php	Caixa Magica website	Website news articles	Linux, Caixa Magica community	Paulo Trezentos/ John Thomson	Portugal primarily	CMS
	http://www.sba-research.org/research/	SBA website	SBA TIMBUS project summary and link	SBA community	Mark Guttenbrunner	Austria, primarily	SBA
January 2013	http://www.inesc-id.pt/ficheiros/noticiasimagens/162.pdf	NEWS ID – Newsletter for INESC ID	Article describing the project	INESC –ID researchers	José Borbinha		INESC-ID

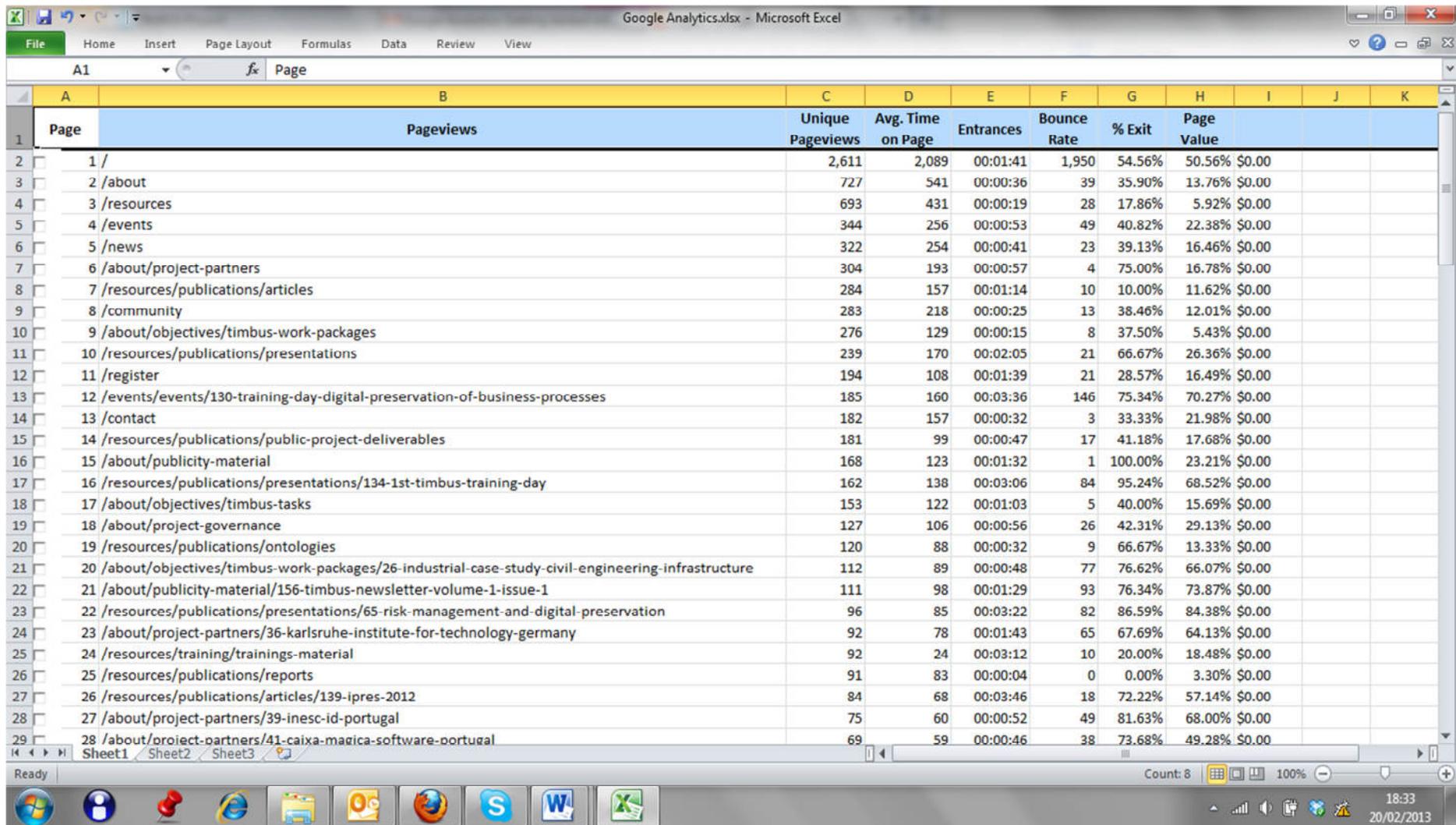| TIMBUS	WP3– Dissemination and Training
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8.1.2 TIMBUS Book Publications

TIMBUS has published one book in Year 2 which will be available for sale in June 2013:

Legal Aspects Of Digital Preservation
Thomas Hoeren, Barbara Kolany, Silviya Yankova, Martin Hecheltjen, Institute for Information, Telecommunication and Media Law, Germany and Konstantin Hobel, Secure Business Austria, Austria.
Edward Elgar Publishing, September 2013, 208 pp.,
Hardback ISBN 978 1 78254 665 8, ebook ISBN 978 1 78254 666 5

Contents:
1. Introduction
2. Legal Aspects of Digital Preservation
3. Copyright
4. Legal Obligations to Preserve Data
5. IT-Contracting Index

http://www.e-elgar.com/bookentry_main.lasso?currency=US&id=15401

8.1.3 TIMBUS Conference Publications and Presentations

The TIMBUS project delivered the conference publications and presentations listed in Table 9.

Table 9: TIMBUS conference publications presentations delivered in Year 2

Date	Place	Event name, link to event	Title of presentation	Presentation	Publication	Speaker(s)	Partner(s)	Target audience	Countries addressed	Size of audience
8 - 10 June 2011	London	Business Process Management Conference, BPM 2011	Event-Driven Process-Centric Performance Prediction via Simulation	http://timbusproject.net/component/doc-man/doc_download/128-event-driven-process-centric-performance-prediction-via-simulation	Lecture Notes in Business Information Processing, 2012, Volume 99, Part 6, 473-478, DOI: 10.1007/978-3-642-28108-2_46 http://www.springerlink.com/content/pq13400307382105/	David Redlich, Wasif Gilani	SAP	Business process industry	Europe	
23-25 February 2012	Salzburg	International Legal Informatics Symposium (IRIS2012); published in Jusletter IT. Die Zeitschrift für IT und Recht. Information ISSN 1664-848X	Software Escrow Agreements		http://jusletter-it.eu/; http://jusletter-eu.weblaw.ch/issues/2012/IRIS.html	Konstatin Hobel, Stephan Strodl	SBA	Experts on legal issues in the IT industry	Europe; in multiple languages; not specific to the laws of one nation	

Date	Place	Event name, link to event	Title of presenta-tion	Presentation	Publication	Speaker(s)	Part-ner(s)	Target audience	Countries addressed	Size of audience
27 March 2012	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://timbusproject.net/component/docman/doc_download/114-digital-preservation-challenges-on-software-life-cycle-presentation	In 16th European Conference on Software Maintenance and Reengineering (CSMR) (2012). DOI 10.1109/CSMR.2012.91 http://timbusproject.net/component/docman/doc_download/105-digital-preservation-challenges-on-software-life-cycle	Jose Barateiro, Daniel Draws, Martin Alexander Neumann, Stephan Strodl	SQS, KIT, SBA	Conference on the theory and practice of maintenance, reengineering and evolution of software systems, for researchers and practitioners about the development of maintainable systems, and the evolution, migration and reengineering of existing ones.	Europe	
			IT Industrialisation as Enabler of Global Delivery	http://timbusproject.net/component/docman/doc_download/115-it-industrialisation-as-enabler-of-global-delivery	In 16th European Conference on Software Maintenance and Reengineering (CSMR) (2012). DOI 10.1109/CSMR.2012.91 http://timbusproject.net/component/docman/doc_download/104-it-industrialisation-as-enabler-of-global-delivery	Daniel Simon, Frank Simon	SQS			
24 April 2012	Düssel-dorf, Germany	iqnite 2012	Schutz vor digitaler Amnesie, Das TIMBUS Projekt – Langzeitarchivierung digitaler Prozesse	http://timbusproject.net/component/docman/doc_download/22-schutz-vor-digitaler-amnesie	n/a	Angela Dappert	DPC	Software quality experts	Europe	450, 80-100 per track

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Date	Place	Event name, link to event	Title of presentation	Presentation	Publication	Speaker(s)	Partner(s)	Target audience	Countries addressed	Size of audience
			Holistic Software Escrow from TIM-BUS	http://timbusproject.net/component/doc-man/doc_download/21-holistic-escrow	n/a	Barbara Kolany and Daniel Draws	ITM, SQS	Software quality experts	Europe	40
2-4 May 2012	Bad Honnef, Germany	14. Workshop Software-Reengineering; WSR 2012; http://fg-sre.gi.de/archiv/wsr/wsr2012.html	Digital Preservation: New Challenges for Software Maintenance	http://timbusproject.net/component/docman/doc_download/116-digital-preservation-new-challenges-for-software-maintenance	http://timbusproject.net/component/docman/doc_download/117-digital-preservation-new-challenges-for-software-maintenance	Sven Euteneuer, Daniel Draws	SQS	Software reengineering community	Germany, Austria, Switzerland	100
9 - 11 May 2012	Dar es Salaam, Tanzania	IST-Africa 2012 Conference; http://www.ist-africa.org/conference2012/	Archives and digital repositories in an eGovernment context: When the subsequent bird catches the worm	http://timbusproject.net/component/doc-man/doc_download/106-archives-and-digital-repositories-in-an-egovernment-context	http://timbusproject.net/component/docman/doc_download/75-archives-and-digital-repositories-in-an-egovernment-context	Hannes Kulovits	SBA	Senior representatives from leading commercial, government & research organisations across Africa and from Europe, to bridge the Digital Divide by sharing knowledge, experience, lessons learnt and good practice and discussing policy related issues.	Europe, Africa	200

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Date	Place	Event name, link to event	Title of presentation	Presentation	Publication	Speaker(s)	Partner(s)	Target audience	Countries addressed	Size of audience
31 May and 1 June 2012	Copenhagen, Denmark	DLM-Forum Member Meeting in Copenhagen, May/June 2012 http://www.dlmforum.eu/index.php?option=com_jotloader&view=categories&cid=45_42ab11bad44c25fa400c1f6793ed5a38&Itemid=144&lang=en	A Qualitative and Quantitative Requirement Engineering Analysis of MoReq2010	http://timbusproject.net/component/docman/doc_download/107-a-qualitative-and-quantitative-requirement-engineering-analysis-of-moreq2010 http://www.dlmforum.eu/index.php?option=com_jotloader&section=files&task=download&cid=520_b254adf17814e9052dc11508538cfc9a&Itemid=144&lang=en	n/a	Ricardo Vieira	INESC-ID	Records Management Community	Europe	57
11-14 June 2012	Antwerp, Belgium	International Conference on Networked Sensing Systems (INSS) INSS 2012	A Platform-as-a-Service for in-situ Development of Wireless Sensor Network Applications	http://timbusproject.net/component/docman/doc_download/131-a-platform-as-a-service-for-in-situ-development-of-wireless-sensor-network-applications	DOI 10.1109/INSS.2012.6240527 ; http://timbusproject.net/component/docman/doc_download/76-a-platform-as-a-service-for-in-situ-development-of-wireless-sensor-network-applications	Yong Ding, Martin Alexander Neumann, Dawud Gordon, Till Riedel, Takashi Miyaki, Michael Beigl (KIT), Wenzhu Zhang, Lin Zhang (Tsinghua University)	SAP, KIT	Sensing systems community	world	
22 June 2012	Muenster, Germany	Arbeitsstelle Forschungstransfer, WWU	Selected Problems Copyrights and Software	Proprietary to ITM	Proprietary to ITM	Martin Hecheltjen	ITM	Students	Germany	100

Date	Place	Event name, link to event	Title of presenta-tion	Presentation	Publication	Speaker(s)	Part-ner(s)	Target au-dience	Countries addressed	Size of audience
18-20 July 2012	Paris, France	ICECCS 2012 Isabelle Perseil, Ka-rin Breitman, Marc Pouzet (Eds.): 17th IEEE International Conference on En-gineering of Com-plex Computer Sys-tems, ICECCS 2012, Paris, France, July 18-20, 2012. IEEE Computer Society 2012, ISBN 978-1-4673-2156-3	Models and Methodology for Automated Busi-ness Continuity Analysis		DOI 10.1109/ICECCS.2012.24; http://timbusproject.net/component/docman/doc_download/130-models-and-methodology-for-automated-business-continuity-analysis http://www.informatik.uni-trier.de/~ley/db/conf/iceccs/iceccs2012.html#WinklerGGM12	Ulrich Winkler, Wasif Gilani, Alex Guitman, Alan Marshall	SAP	Computer Engineer-ing		
3 - 6 Sep-tember 2012	Lisbon, Portugal	QUATIC (Quality of Information and Communications Technology - http://2012.quatic.org:9000/	Integrating Test and Risk Man-agement	http://timbusproject.net/component/docman/doc_download/118-integrating-test-and-risk-management	http://timbusproject.net/component/docman/doc_download/77-integrating-test-and-risk-management	Daniel Simon and Frank Si-mon	SQS	advanced methods, techniques and tools for sup-porting quality ap-proaches to ICT en-gineering and man-agement	world	

Date	Place	Event name, link to event	Title of presentation	Presentation	Publication	Speaker(s)	Partner(s)	Target audience	Countries addressed	Size of audience
3 September 2012	Tallinn, Estonia	Business Process Management Workshops 2012 http://bpm2012.ut.ee/workshops/	Dotted Chart and Control-Flow Analysis for a Loan Application Process	n/a	8th International Workshop on Business Process Intelligence (BPI 2012); Springer; Lecture Notes in Business Information Processing; Volume 132; ISBN 978-3-642-36284-2; DOI 10.1007/978-3-642-36285-9_26; http://timbusproject.net/component/docman/doc_download/129-dotted-chart-and-control-flow-analysis-for-a-loan-application-process	Thomas Molka, Wasif Gilani, Xiao-Jun Zeng	SAP	Business Process Management Community	world	
10-11 September 2012	Arlington, USA	NSF Workshop "Curating for Quality: Ensuring Data Quality to Enable New Science", organized by Gary Marchionini and Cal Lee,	Data Quality for New Science: Process Curation, Curation Evaluation and Curation Capabilities	n/a	http://timbusproject.net/component/docman/doc_download/78-data-quality-for-new-science-process-curation-curation-evaluation-and-curation-capabilities Reported in: http://datacuration.web.unc.edu/files/2012/10/NSF_Data_Curation_Workshop_Report.pdf	Andreas Rauber	SBA	e-Science, digital Preservation	US	

Date	Place	Event name, link to event	Title of presenta-tion	Presentation	Publication	Speaker(s)	Part-ner(s)	Target au-dience	Countries addressed	Size of audience
13 Sep-tember 2012	Lisbon, Portugal	European Central Bank	Our digital memory tomor-row: what we've learned about digital access and preservation and how it's useful now and in the future	http://timbusproject.net /component/docman/do c_download/119-our-digital-memory-tomorrow-what-weve-learned-about-digital-access-and-preservation-and-how-its-u	n/a	William Kilbride	DPC	European Central Bank	Europe	
22/23 Sept 2012	Riga, Lat-via	Medien- und Kul-turmanagement	Copyright & Con-tracting	Proprietary to ITM	n/a	Silviya Yankova	ITM	Students	Germany and Latvia	30
23-27 Sep-tember 2012	Paphos, Cyprus	Theory and Practice of Digital Libraries (TPDL) 2012 www.tpdl2012.org/	Preserving Scien-tific Processes from Design to Publications	http://timbusproject.net /component/docman/do c_download/108-preserving-scientific-processes-from-design-to-publications	Second International Conference, TPDL 2012, Paphos, Cyprus, September 23-27, 2012. Proceedings. eISBN 978-3-642-33290-6. pp 113-124. DOI 10.1007/978-3-642-33290-6_13; http://timbusproject.n et/component/docma n/doc_download/79-preserving-scientific-processes-from-design-to-publications	Rudolf Mayer, Andreas Rauber, Martin Alexander Neumann, John Thomson, and Goncalo An-tunes	SBA, KIT, CMS, INESC-ID	Digital Li-brary ex-perts	world, primarily Europe	30

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Date	Place	Event name, link to event	Title of presentation	Presentation	Publication	Speaker(s)	Partner(s)	Target audience	Countries addressed	Size of audience
23 - 28 September 2012	Paphos, Cyprus	SDA2012 / TPDL2012; //http://sda2012.dke-research.de/	Digital Preservation in Data-Driven Science: On the Importance of Process Capture, Preservation and Validation	http://timbusproject.net/component/docman/doc_download/109-digital-preservation-in-data-driven-science-on-the-importance-of-process-capture-preservation-and-	Proceedings of the 2nd International Workshop on Semantic Digital Archives, Paphos, Cyprus, September 27, 2012},Editors Annett Mitschick, Fernando Loizides, Livia Predoiu, Andreas N{\"u}rnberger, Seamus Ross. CEUR-WS.org, CEUR Workshop Proceedings, Vol 912, http://ceur-ws.org/Vol-912, pages = 7-17; http://ceur-ws.org/Vol-912/paper0.pdf; http://timbusproject.net/component/docman/doc_download/84-digital-preservation-in-data-driven-science	Andreas Rauber	SBA	Semantic Technologies, IT&Archiving	Europe	30
26 September 2012	Windsor, UK	2nd European Records Management Conference/ Abbots Laboratories	Invited speech: Introduction to Digital Preservation of Business Processes	http://timbusproject.net/component/docman/doc_download/56-business-process-preservation-motivation-approach-and-example	n/a	Angela Dappert	DPC	Pharmaceutical; Abbots Laboratories	World	50

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Date	Place	Event name, link to event	Title of presenta-tion	Presentation	Publication	Speaker(s)	Part-ner(s)	Target au-dience	Countries addressed	Size of audience
1 Octo-ber 2012	Toronto, Canada	Ipres 2012 Work-shop 2: Towards practical emulation tools and strategies - state of the re-search meets real-world requirement; http://emulationws2012.wordpress.com/	Workshop presentation: Emulation in the TIMBUS Project	http://timbusproject.net/component/docman/doc_download/110-emulation-in-the-timbus-project-	n/a	Mark Gut-tenbrun-ner	SBA	Digital preserva-tion com-munity	World	60
2 Octo-ber 2012	Toronto, Canada	Ipres 2012 Work-shop 4: PREMIS im-plementation fair/preservation health check; http://www.loc.gov/standards/premis/premis-implementation-fair2012.html	Changes in the PREMIS Data Model	http://timbusproject.net/component/docman/doc_download/73-proposed-data-model-changes-for-premis-30	n/a	Angela Dappert	DPC	Digital preserva-tion com-munity	World	45

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Date	Place	Event name, link to event	Title of presentation	Presentation	Publication	Speaker(s)	Partner(s)	Target audience	Countries addressed	Size of audience
1-5 October 2012	Toronto, Canada	iPres 2012	Describing Digital Object Environments in PREMIS - publication	http://timbusproject.net/component/doc-man/doc_download/67-describing-digtal-object-environments-in-premis-presentation	Proceedings of the 9th International Conference on Preservation of Digital Objects; October 1 - 5, 2012; https://ipres.ischool.utoronto.ca/sites/ipres.ischool.utoronto.ca/files/iPres%202012%20Conference%20Proceedings%20Final.pdf; http://timbusproject.net/component/docman/doc_download/85-describing-digtal-object-environments-in-premis-publication	Angela Dappert, Sebastien Peyrard, Janet Delve, Carol Chou	DPC	Digital Preservation Experts	world	150
			Digital Preservation Of Business Processes with TIMBUS Architecture - publication	http://timbusproject.net/component/doc-man/doc_download/68-digital-preservation-of-business-processes-with-timbus-architecture-presentation	Proceedings of the 9th International Conference on Preservation of Digital Objects; October 1 - 5, 2012; https://ipres.ischool.utoronto.ca/sites/ipres.ischool.utoronto.ca/files/iPres%202012%20Conference%20Proceedings%20Final.pdf; http://timbusproject.net/component/docman/doc_download/61-digital-preservation-of-business-processes-with-timbus-architecture	Mykola Galushka, Philip Taylor, Wasif Gilani, John Thomson, Stephan Strodl, Martin Alexander Neumann	SAP, CMS, SBA, KIT			

Date	Place	Event name, link to event	Title of presentation	Presentation	Publication	Speaker(s)	Partner(s)	Target audience	Countries addressed	Size of audience
1-5 October 2012	Toronto, Canada	iPres 2012	Business Process Preservation - How to capture, document & evaluate? - publication	Poster: http://timbusproject.net/component/docman/doc_download/63-business-process-preservation-how-to-capture-document-a-evaluate-poster	Proceedings of the 9th International Conference on Preservation of Digital Objects; October 1 - 5, 2012; https://ipres.ischool.utoronto.ca/sites/ipres.ischool.utoronto.ca/files/iPres%202012%20Conference%20Proceedings%20Final.pdf; http://timbusproject.net/component/docman/doc_download/62-business-process-preservation-how-to-capture-document-a-evaluate-short-paper	Stephan Strodl, Daniel Draws, Gonçalo Antunes and Andreas Rauber; Angela Dappert, DPC (diagrams)	SBA, SQS, INESC – ID DPC	Digital preservation community	world	150
			On the Complexity of Process Preservation: A Case Study on an E-Science Experiment - publication	Poster: http://timbusproject.net/component/docman/doc_download/89-on-the-complexity-ofprocess-preservation-a-case-study-on-an-e-science-experiment	Proceedings of the 9th International Conference on Preservation of Digital Objects; October 1 - 5, 2012; https://ipres.ischool.utoronto.ca/sites/ipres.ischool.utoronto.ca/files/iPres%202012%20Conference%20Proceedings%20Final.pdf; http://timbusproject.net/component/docman/doc_download/64-on-the-complexity-ofprocess-preservation-a-case-study-on-an-e-science-experiment	Rudolf Mayer, Stefan Strodl, AndresAndreas Rauber	SBA	Digital preservation community	world	150

Date	Place	Event name, link to event	Title of presentation	Presentation	Publication	Speaker(s)	Partner(s)	Target audience	Countries addressed	Size of audience
1-5 October 2012	Toronto, Canada	iPres 2012	Evaluating an Emulation Environment: Automation and Significant Key Characteristics - publication	http://timbusproject.net/component/doc-man/doc_download/72-evaluating-an-emulation-environment-automation-and-significant-key-characteristics	Proceedings of the 9th International Conference on Preservation of Digital Objects; October 1 - 5, 2012; https://ipres.ischool.utoronto.ca/sites/ipres.ischool.utoronto.ca/files/iPres%202012%20Conference%20Proceedings%20Final.pdf; http://timbusproject.net/component/docman/doc_download/71-evaluating-an-emulation-environment-automation-and-significant-key-characteristics	Mark Guttenbrunner, Andreas Rauber	SBA	Digital preservation community	world	150
			Assessing Digital Preservation Capabilities Using a Checklist Assessment Method	http://timbusproject.net/component/doc-man/doc_download/127-assessing-digital-preservation-capabilities-using-a-checklist-assessment-method	Proceedings of the 9th International Conference on Preservation of Digital Objects; October 1 - 5, 2012; https://ipres.ischool.utoronto.ca/sites/ipres.ischool.utoronto.ca/files/iPres%202012%20Conference%20Proceedings%20Final.pdf; http://timbusproject.net/component/docman/doc_download/59-assessing-digital-preservation-capabilities-using-a-checklist-assessment-method	Gonçalo Antunes, Diogo Proença, José Barateiro, Ricardo Vieira, Jose Borbinha and Christoph Becker	INESC-ID, LNEC, SBA (SCAPE Project)	Digital preservation community	world	150

Date	Place	Event name, link to event	Title of presentation	Presentation	Publication	Speaker(s)	Partner(s)	Target audience	Countries addressed	Size of audience
1-5 October 2012	Toronto, Canada	iPres 2012	Towards a Decision Support Architecture for Digital Preservation of Business Processes - publication	http://timbusproject.net/component/docman/doc_download/69-towards-a-decision-support-architecture-for-digital-preservation-of-business-processes-presentation	Proceedings of the 9th International Conference on Preservation of Digital Objects; October 1 - 5, 2012; https://ipres.ischool.utoronto.ca/sites/ipres.ischool.utoronto.ca/files/iPres%202012%20Conference%20Proceedings%20Final.pdf; http://timbusproject.net/component/docman/doc_download/60-towards-a-decision-support-architecture-for-digital-preservation-of-business-processes	Martin Alexander Neumann, Hossein Miri, John Thomson, Goncalo Antunes, Rudolf Mayer, Michael Beigl	KIT, CMS, INESC ID, SBA	Digital preservation community	world	150
			On the Applicability of Workflow Management Systems for the Preservation of Business Processes	http://timbusproject.net/component/docman/doc_download/121-on-the-applicability-of-workflow-management-systems-for-the-preservation-of-business-processes-	Proceedings of the 9th International Conference on Preservation of Digital Objects; October 1 - 5, 2012; https://ipres.ischool.utoronto.ca/sites/ipres.ischool.utoronto.ca/files/iPres%202012%20Conference%20Proceedings%20Final.pdf; http://timbusproject.net/component/docman/doc_download/65-on-the-applicability-of-workflow-management-systems-for-the-preservation-of-business-processes	Rudolf Mayer, Stefan Pröll and Andreas Rauber	SBA	Digital preservation community	world	150

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Date	Place	Event name, link to event	Title of presentation	Presentation	Publication	Speaker(s)	Partner(s)	Target audience	Countries addressed	Size of audience
8-12 October 2012	Porto, Portugal	ISMIR 2012	Towards Time-Resilient MIR Processes	http://timbusproject.net/component/doc-man/doc_download/122-towards-time-resilient-mir-processes-spotlight http://timbusproject.net/component/doc-man/doc_download/123-towards-time-resilient-mir-processes-poster	Proceedings of the 13th International Society for Music Information Retrieval Conference, ISMIR 2012, Mosteiro S.Bento; Da Vit{\'o}ria, Porto, Portugal, October 8-12, 2012; Editors Fabien Gouyon, Perfecto Herrera, Luis Gustavo Martins, Meinard M{\"u}ller}. FEUP Edi\c{c}{\~o}es; ISBN 978-972-752-144-9,pages 337-342; http://ismir2012.ismir.net/event/papers/337-ismir-2012.pdf;	Rudolf Mayer and Andreas Rauber	SBA	Music Information Retrieval Community	world	
15 October 2012	Pereslavl, Russia	Russian Conference on Digital Libraries (RCDL12); http://rcdl2012.pereslavl.ru/	Keynote speech: Digital Curation as a Key Component in Research Infrastructures: From Data Preservation to Processes Preservation and Verification	http://timbusproject.net/component/doc-man/doc_download/113-digital-curation-as-a-key-component-in-research-infrastructures	n/a	Andreas Rauber	SBA	Digital Libraries, e-Science, Big-Data	Russia, former Russian member states	100

Date	Place	Event name, link to event	Title of presentation	Presentation	Publication	Speaker(s)	Partner(s)	Target audience	Countries addressed	Size of audience
17 October 2012	Dublin, Ireland	Pasig 2012; http://www.preservationandarchivingsig.org/events/2012/PASIGDublin2012.html	TIMBUS, Digital Preservation for Timeless Business Processes and Services	http://timbusproject.net/component/docman/doc_download/57-introduction-to-the-timbus-project	n/a	Wasif Gilani	SAP	Digital preservation community; storage infrastructure community; practitioners and industry	World	150
7 November 2012	London, England	Born This Way: Business Archives and the Digital Record; http://www.businessarchivescouncil.org.uk/activitiesobjectives/conference/	The Digital Preservation Decade: what we knew then; what we know now and what we wish we had realised earlier	http://timbusproject.net/component/docman/doc_download/120-the-digital-preservation-decade-what-we-knew-then-what-we-know-now-and-what-we-wish-we-had-realise	n/a	William Kilbride	DPC	Business archivists, records managers and users	UK	

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Date	Place	Event name, link to event	Title of presentation	Presentation	Publication	Speaker(s)	Partner(s)	Target audience	Countries addressed	Size of audience
12-15 November 2012	Taipei, Taiwan	ICADL2012; http://www.icadl2012.org	Evaluating emulation and migration: Birds of a feather	http://timbusproject.net/component/docman/doc_download/111-evaluating-emulation-and-migration-birds-of-a-feather-	14th International Conference on Asia-Pacific Digital Libraries, ICADL 2012, Taipei, Taiwan, November 12-15, 2012, Proceedings; http://timbusproject.net/component/docman/doc_download/112-evaluating-emulation-and-migration-birds-of-a-feather; DOI 10.1007/978-3-642-34752-8_22	Mark Guttenbrunner and Andreas Rauber	SBA	Digital Library experts, Digital Preservation Community	world	
19 November 2012	Münster, Germany	Weiterbildungs-studiengang Informations-management – Modul IT-Recht, ITM	Immaterial-güterrecht	Proprietary to ITM	n/a	Silviya Yankova, Julian Fischer	ITM	Employees interested in legal digital aspects from various sectors	Germany	
			Datenschutz und Datensicherheit	Proprietary to ITM	n/a	Martin Hecheltjen	ITM	Employees interested in legal digital aspects from various sectors	Germany	

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Date	Place	Event name, link to event	Title of presentation	Presentation	Publication	Speaker(s)	Partner(s)	Target audience	Countries addressed	Size of audience
19 November 2012	Münster, Germany	Weiter-bildungs-studien-gang Informations-manage-ment – Modul IT-Recht, ITM	Software-verträge	Proprietary to ITM	n/a	Thomas Hören	ITM	Employees interested in legal digital aspects from various sectors	Germany	
7-8 February 2013	Porto, Portugal	IESS1.3	Capabilities in Systems Engineering: An Overview	http://timbusproject.net/component/doc-man/doc_download/125-capabilities-in-systems-engineering-an-overview	http://timbusproject.net/component/docman/doc_download/124-capabilities-in-systems-engineering-an-overview	Gonçalo Antunes and José Borbinha	INESC-ID	Services Science Community	world	

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Date	Place	Event name, link to event	Title of presentation	Presentation	Publication	Speaker(s)	Partner(s)	Target audience	Countries addressed	Size of audience
Mar-13	Coimbra, Portugal	SAC2013	Evaluating a Process for Developing a Capability Maturity Model			Diogo Proença, Christoph Becker, Hannes Kulovits, Ricardo Vieira, Gonçalo Antunes, Miguel Mira da Silva and José Borbinha	INESC-ID	Computer Science Community	world	
2 April 2013	Washington, USA	Archiving2013	The Role of Risk Analysis to Support Cost Models for Digital Preservation			Diogo Proença, José Borbinha and Neil Grindley	INESC-ID	Digital Preservation Community	world	

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8.1.4 TIMBUS Journal Publications

The TIMBUS project delivered the journal articles in Table 10.

Table 10: TIMBUS journal publications delivered in Year 2

Article identification	Title of magazine / journal / newspaper	Title of publication or paper	Publication	Author(s)	Partner(s)	Target audience	Countries addressed
Volume 30, Issue 2. May 2012. Article No. 14. (28 pages) doi>10.1145/2180868.2180876	ACM Transactions on Information Systems (TOIS); ACM New York, NY, USA 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://timbusproject.net/component/docman/doc_download/17-a-measurement-framework-for-evaluating-emulators-fordigital-preservation	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, organize, analyse, and use information in a variety of media.	world
tbd	Journal of Information Science jis.sagepub.com	Sustaining Accessibility of Information Through Digital Preservation: A Literature Review	XX (X) pp. 1-19. DOI: 10.1177/016555150000000. http://www.uwi.uni-osnabrueck.de/JIS2127-DP_LR.pdf	Daniel Burda, Frank Teuteberg	SAP	The Journal of Information Science (JIS) is a peer-reviewed international journal of high repute covering topics of interest to all those researching and working in information science and knowledge management.	world

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8.1.5 TIMBUS Posters and Demos

The TIMBUS project delivered the posters and demos in Table 11.

Table 11: TIMBUS posters and demos delivered in Year 2

Date	Place	Title of conference / magazine / journal / newspaper	Title of publication or paper	Link	Author(s)	Partner(s)	Target audience	Countries addressed	Comments
1-5 October 2012	Toronto, Canada	iPres 2012	Business Process Preservation - How to capture, document & evaluate	http://timbusproject.net/component/docman/doc_download/63-business-process-preservation-how-to-capture-document-a-evaluate-poster	Stephan Strodl, Daniel Draws, Gonçalo Antunes and Andreas Rauber	SBA, SQS, INESC - ID	Digital preservation experts	world	Poster
			On the Complexity of Process Preservation: A Case Study on an E-Science Experiment	http://timbusproject.net/component/docman/doc_download/89-on-the-complexity-ofprocess-preservation-a-case-study-on-an-e-science-experiment	Rudolf Mayer	SBA	Digital preservation experts	world	Poster
16 October 2012	Dublin, Ireland	Training Day: Resilient Business Processes	Business Continuity Management Tool Demo (Training Material)	Video Part 1 of 2: Modelling. https://www.youtube.com/watch?v=KgG745TlzUY&list=PL2fxQHETrFuebmSGO3rKQWnV_OK8qe20t&index=10&hd=1 Video Part 2 of 2: Simulation. https://www.youtube.com/watch?v=DSnB71_c5QU&list=PL2fxQHETrFuebmSGO3rKQWnV_OK8qe20t&index=11&hd=1	Wasif Gilani	SAP	Digital preservation community; storage infrastructure community; practitioners and industry	World, with an emphasis on Europe	Demo

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8.1.6 TIMBUS Workshop Participations

The TIMBUS project organised and/or participated in the workshops listed in Table 12.

Table 12: Workshops which TIMBUS organised and/or participated in in Year 2. Rows marked with are TIMBUS contributions.

Date	Place	Workshop name and link	Comments	Target audience	Organiser	Countries addressed
1 October 2012	Toronto, Canada	Towards practical emulation tools and strategies- State of the Art Research Meets Real-World Requirements http://emulationws2012.wordpress.com/ http://emulationws2012.files.wordpress.com/2012/10/emu-ws-intro-paper.pdf Ipres 2012 Workshop 2: Towards practical emulation tools and strategies - state of the research meets real-world requirement; http://emulationws2012.wordpress.com/	Two sessions: • a broad overview of the field; summarize the state-of-the-art through short presentations from three domains: technical research in emulation, ongoing projects, and current challenges. • structuring and prioritizing the future research agenda and implementation of tools.	Digital Preservation professionals with emphasis on emulation	iPres 2012; TIMBUS and other interested parties Organisers: Mark Guttenbrunner, Secure Business Austria; Dirk von Suchodoletz, University of Freiburg; Klaus Rechert, University of Freiburg	World
		Emulation in the TIMBUS Project; Mark Guttenbrunner, SBA	http://timbusproject.net/component/docman/doc_download/110-emulation-in-the-timbus-project-			

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Date	Place	Workshop name and link	Comments	Target audience	Organiser	Countries addressed
2 October 2012	Toronto, Canada	PREMIS Implementation Fair 2012 http://www.loc.gov/standards/premis/premis-implementation-fair2012.html http://www.loc.gov/standards/premis/pif-presentations-2012/PIF-iPres2012-notes-final.pdf Ipres 2012 Workshop 4: PREMIS implementation fair/preservation health check; http://www.loc.gov/standards/premis/premis-implementation-fair2012.html	Annual PREMIS user group meeting: • give implementers of the PREMIS Data Dictionary for Preservation Metadata [PDF:1.1MB/184pp.] an opportunity to meet with one another and discuss implementation issues; • inform the community of implementers of the latest PREMIS updates, tools, and Editorial Committee activities; • share information about projects, problems and solutions.	**Digital preservation practitioners**: digital librarians and archivists, digital curators, repository managers and those with a responsibility for or an interest in preservation workflows and systems. **Digital preservation researchers/experts:** those who have been involved in research and/or standardization activities on preservation metadata implementation, metadata scheme development and modeling risk assessment frameworks.	iPres 2012; PREMIS Editorial Committee	World
		Update on PREMIS activities. Rebecca Guenther (Library of Congress)	http://www.loc.gov/standards/premis/pif-presentations-2012/iPres-2012-update.pdf			
		Changes in the PREMIS Data Model. The next version of the PREMIS Data Dictionary will include a change in its data model to consider Environment a separate entity that has its own properties. In addition, the revised data model will consider intellectual entities another level of a PREMIS object. Angela Dappert (Digital Preservation Coalition) will describe this modeling work.	http://timbusproject.net/component/docman/doc_download/73-proposed-data-model-changes-for-premis-30			

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Date	Place	Workshop name and link	Comments	Target audience	Organiser	Countries addressed
		Changes for preservation rights metadata. Robin Wendler (Harvard University)	http://www.loc.gov/standards/premis/pif-presentations-2012/Hindsight and the evolution of PREMIS Rights.pdf			
		Repository software. DAITSS, Archivematica, and ExLibris' Rosetta. Priscilla Caplan (Florida Center for Library Automation); Peter van Garderen (Archivematica); Andrew French (ExLibris).				
		PREMIS OWL ontology	http://www.loc.gov/standards/premis/pif-presentations-2012/PREMIS-OWL-iPRES2012.pdf			
		Implementations. Lynn Benson (National Library of New Zealand); Kyle Rimkus (University of Illinois); Mark Evans (Tessella).				

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Date	Place	Workshop name and link	Comments	Target audience	Organiser	Countries addressed
18 October 2012	Lisbon, Portugal	eChallenges 2012; http://www.echallenges.org/e2012/default.asp?page=schedule-view&schedule.id=284&schedule.day.date=2012-10-18%2000:00:00.0&schedule.slot.time=14:00&schedule.event.pos=3&schedule.event.id=22537&schedule.day.pos=#slot2012-10-18%2000:00:00.0T14:00; Workshop 7c: Meeting the Need for Long Term Digital Retention in Science, Industry and eHealth		Annual Conference supported by the European Commission and hosted by national governments, which attracts delegates from leading commercial, government and research organisations around the world to share knowledge and experience, lessons learnt, good practice and innovation.	Supported by the European Commission and hosted by national governments	Europe
		The Need for Long Term Digital Retention in eHealth; Stephan Kiefer, Fraunhofer Institute for Biomedical Engineering, Germany				
		Planning Digital Preservation for e-Health using Preservation Network Models; Michael Wilson, Science and Technology Facilities Council, United Kingdom				
		A Framework for Leveraging Ontologies for Digital Long-Term Preservation in Healthcare; Stephan Kiefer, Fraunhofer Institute for Biomedical Engineering, Germany				
		Automation of Information Quality Evaluation in eHealth Records from an Preservation Perspective; Frode Randers, Luleå University of Technology, Sweden				
		The Need for Long Term Preservation of Weblogs: the BlogForever Project; Ilias Trochidis, Aristotle University of Thessaloniki, Greece				

		The TIMBUS project - Digital Preservation for Timeless Business Processes and Services; Jose Borbinha, INESC-ID - Instituto Superior Técnico, UTL, Portugal	http://timbusproject.net/component/docman/doc_download/133-the-timbus-project-digital-preservation-for-timeless-business-processes-and-services			

Date	Place	Workshop name and link	Comments	Target audience	Organiser	Countries addressed
6 November 2012; 16:30 – 18:30	Frascati, Italy	APA EURO PROJECTS FAIR – Chaired by Dr William Kilbride, Director DPC http://www.alliancepermanentaccess.org/index.php/community/event/apa-2012-conference-6-7-nov-esaesrin-frascati/agenda-apa-conference-2012-esa-esrin-near-rome-6-7-november/	Introductions from EU project members followed by panel/audience discussions	Digital Preservation professionals	Organized by TIMBUS at the APA Conference	Europe

Date	Place	Workshop name and link	Comments	Target audience	Organiser	Countries addressed
7 November 2012	Frascati, Italy	APA conference http://www.alliancepermanentaccess.org/index.php/community/event/apa-2012-conference-6-7-nov-esaesrin-frascati/agenda-apa-conference-2012-esa-esrin-near-rome-6-7-november/		Digital Preservation professionals	Alliance for Permanent Access	Europe
		ODE: Behind the Scenes and How It Affects You				

		SCIDIP-ES: e-Infrastructure services for preservation Dr Mirko Albani (ESA), Ugo di Giammatteo (ACS) and Dr David Giaretta (APA)				
		EUDAT, Dr Ari Lukkarinen, CSC				
		APA/APARSEN				
		ENSURE, Dr Michael Factor, Distinguished Engineer, IBM Haifa Research Laboratory				
		SCAPE, Dr Ross King, AIT, Vienna				
		TIMBUS, Stefan Pröll/Rudolf Mayer. The TIMBUS Project: Business Process Preservation				

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8.1.7 TIMBUS Standards Activities

Table 13 lists the major TIMBUS standards activities in Year2. There are many additional standards that TIMBUS uses or in which TIMBUS participants participate and which they observe for applicability to TIMBUS. Since TIMBUS is not currently influencing their development they are listed in section 8.2.6.

Table 13: TIMBUS standards involvement delivered in Year 2

Date	Place	Standard / Links	Relevance	Countries Addressed	Influence	Person(s) involved	Partner(s)
Throughout the project	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	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 improve the way environments are modelled in PREMIS. Target deadline is March 2012.	world	yes	Angela Dappert Rudolf Mayer MikeNolan Alex Neumann	DPC SBA Intel INESC-ID
Starting 2012	Applying and extending the standard	**Archimate**	ArchiMate is a simple, comprehensive, and extensible enterprise architecture language, which is becoming the de-facto standard in enterprise architecture modelling. Due to its evident qualities it is being used as a basis for the TIMBUS Context Model.	world	yes	Gonçalo Antunes, Artur Caetano	INESC-ID
Started December 2011	telecons	**SNIA: SIRF** Self-contained Information Retention Format (SIRF)	**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	Mike Nolan Phil Mondor	Intel as Member of SNIA

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PREMIS Standards Work

PREMIS (PREMIS, 2012) is the *de-facto* standard for describing digital preservation metadata. "Digital preservation metadata" is the information that is needed in order to preserve digital objects successfully in the long-term so that they can be deployed in some form in the future. A digital object is not usable without a computing environment in which it can be rendered or executed. Because of this, information that describes the sufficient components of the digital object's computing environment has to be part of its preservation metadata. Although there are semantic units for recording environment information in PREMIS 2, these have rarely, if ever, been used. Prompted by increasing interest in the description of computing environments for emulation research and of full-blown processes in the TIMBUS project, we initiated the establishment of the PREMIS environment working group within the PREMIS data dictionary's Editorial Committee in order to define an improved metadata description for them. This work fits into the Context and Dependency work carried out in work package 4. This work is being done under the umbrella of the editorial committee, in collaboration of TIMBUS partners with the Bibliothèque Nationale de France, the Florida Digital Archive and Portsmouth University (in continuation of the KEEP project[3]). We contributed by performing

- a requirements analysis of which entities, relationships and attributes are needed to capture the process context, utilizing TIMBUS and external use cases;

- a gap analysis of where the current de-facto standard does not enable necessary expressiveness;

- a proposal of how to integrate the required features into the existing de-facto standard while retaining maximal backward compatibility for existing users.

We have worked at investigating how traditional software and hardware environments needed for process preservation need to be described and where improvements to the current PREMIS implementation would be possible. We expanded this to investigate how, within PREMIS, documentation, policies, licensing and other constraints that have to be part of the process context could best be linked to preservation objects and computing environment metadata. And, we finally investigated how process descriptions should be captured and related to those previously mentioned entities. We expect to take a proposal to the PREMIS Editorial Committee in Year 3 and to have it result in a major version of the Data Dictionary as PREMIS 3.0. The preliminary description of the work is appended to this deliverable as attachment as *D3.3.a_M24_DisseminationPlanIter2_PREMIS_Standard.pdf*. A final description will be included in the final dissemination report.

Archimate

Archimate (Open Group, 2012) is an enterprise architecture modelling language. It is considered to be at the same time lightweight but comprehensive enough for representing different domains and aspects of the organization, adopting a service-oriented paradigm which promotes increasing traceability between different architecture de-

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[3] http://www.keepproject.eu/ezpub2/index.php?/eng

scription elements belonging to different layers/aspects. The language contains a minimum set of elements organized on a three-by-three framework: the rows contain the main abstraction layers (i.e., business, application, and technology), and the columns contain cross cutting aspects, i.e., active structure (e.g., application components, business actors), behaviour (e.g., business processes, application functions), and passive structure (e.g., business objects, data objects). All elements, independently of belonging to a specific layer and aspect, are directly or indirectly related with each other through the enforcement of the intra- and inter-layer relationships, which is a major step in improving business/IT alignment.

However, such alignment is only possible if an architecture governance process is effectively carried out by the organization, ensuring that the architecture descriptions are up-to-date and that any changes to the infrastructure in consequence of changes in the business environment are correctly propagated throughout the organization. With that concern in mind, ArchiMate is now closely associated with The Open Group Architecture Framework (TOGAF) [4], which provides an architecture development method for managing the life cycle of the architecture descriptions and to ensure that such descriptions are used as an enterprise governance tool.

Moreover, ArchiMate is fully implemented according to the principles of the *ISO42010 - Systems and software engineering — Architecture description* [5], which provides the conceptual framework upon which any architecture descriptions should be elaborated. In this case, ArchiMate offers a set of viewpoints for addressing the concerns of the most common stakeholders typically existing in enterprises. Such viewpoints and the views on the enterprise architecture model that can be devised according to them make possible mastering the complexity of the models, which can substantial and detailed in some cases. In addition to offering such viewpoints, the creation of new viewpoints and respective views is given as an option so that any particular cases can be addressed. For all these reasons, ArchiMate is becoming the de-facto standard for enterprise architecture modelling.

With this in mind, TIMBUS is basing its Context Model on ArchiMate. The Context Model, as the centrepiece of the TIMBUS processes and solutions needs to be, at the same time, comprehensive and extensible. Moreover, the Context Model needs to capture the context and dependencies of business processes, which is something already accounted by ArchiMate, making it a natural choice for supporting our work. However, the big challenge is being able to work on the information present in ArchiMate models and make it useful for supporting preservation actions. Based on this concern, ArchiMate is being represented in OWL, and ontological theories and techniques are now being use for, on the one hand, ensuring that all the necessary information is queried and reasoned upon, and on the other hand, that ontological alignment with any extensions required by the industrial cases is achieved and enforced. TIMBUS work on the application of ArchiMate to the solution of a process preservation context and dependency model is described in Deliverable D 4. 3 (Dependency Models Iteration 2.)

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[4] http://www.opengroup.org/togaf/

[5] http://www.iso-architecture.org/42010/

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SIRF

SIRF (Self-contained Information Retention Format) (Rabinovici-Cohen, Baker, Cummings and Marberg, 2011) is a logical storage container format for long term retention in the storage subsystem where the digital objects are located for most of their lifecycle. "SIRF includes a set of digital preservation objects and a catalog with metadata related to the entire contents of the container as well as to the individual objects and their interrelationship. SIRF is being developed by the Storage Networking Industry Association (SNIA)[6] 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." TIMBUS actively participated in SIRF meetings most of the year in order to determine whether TIMBUS can apply and contribute to SIRF. The conclusion is that SIRF is not of immediate relevance to TIMBUS, but will contribute to any repository development underlying digital preservation solutions.

8.1.8 TIMBUS Collaborations and Meetings

A large variety of TIMBUS collaborations throughout the year are described in the following table.

Table 14: TIMBUS collaborations and meetings in Year 2

Date	Place	Partners in collaboration	Countries addressed	Description of collaboration / link	Comments	Person(s) respons./ involved	TIMBUS Partner(s)
On-going	Email, and in person	SCAPE project, Becky McGuiness (OPF)	Europe	Agreement to share training events and to distribute to each other's mailing lists		Angela Dappert	DPC
On-going	Email, and in person	OPF (Open Planets Foundation), Becky McGuiness (OPF)	Europe	Agreement to share training events and to distribute to each other's mailing lists		Angela Dappert	DPC
On-going	Email, and in person	APARSEN, Sharon McMeekin, Veronik Prändl-Zika	Europe	Agreement to share training events and to distribute to each other's mailing lists		Angela Dappert	DPC
27 March 2012	Email	Samuel Fineberg, HP and SNIA	World	SNIA LTR public webpage @ https://sites.google.com/site/snialtr/ adds a link to TIMBUS homepage		Michael Nolan	Intel

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[6] http://www.snia.org/

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Date	Place	Partners in collaboration	Countries addressed	Description of collaboration / link	Comments	Person(s) respons./ involved	TIMBUS Partner(s)
4 April 2012	phone	Abbots Laboratories, pharmaceuticals	Europe	Discussed TIMBUS; agreed to speak at Abbot's 2nd International Records Management Conference, 26 Sept 2012		Angela Dappert	DPC
13 April 2012	telecons	Phil Wennblom, Intel's Global public policy representative on standards bodies representing the USA	world	Informed him of TIMBUS; found out about JTC 1 Digital Preservation incubator group; he invited Intel TIMBUS partners to participate in this incubator group which will create another possible avenue to influence standard. His role is to promote this incubator group within the industry (not just Intel. A DP study group was developed a few years ago, chaired by China. Recommendation was that there is a need for an incubator group on DP. SC29 (MPEG/JPEG committee) also working on this area. Interested in encouraging participation both internally and also in the industry in this incubator group.		Mike Nolan	Intel
22 to 24 April 2012	emails	The APARSEN project is attempting to support the co-ordination of common standards in digital preservation. Andreas Hundsdoefer is leading this work.	world	Introduced him to 1. PREMIS; 2. ISO/IEC Joint Technical Committee 1 – Information Technology (JTC 1) incubator on digital preservation; 3. SNIA Long Term Retention SIG who are developing an extension of CDMI to cater for retention of metadata relating to long term requirements; 4. Another Cloud DP group sponsored by SNIA who have a wider scope with whom we have some contacts, but have not engaged directly with them as participation in that particular SNIA group was on a pay-per-play basis not covered under Intel's existing corporate subscription to SNIA.		T6.4 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)
27 April 2012	Comment on magazine article	The Economist Response to "Digital archiving, History flushed" http://www.economist.com/node/21553410	General audience of 1.5 million circulation; world wide	https://www.economist.com/users/william-kilbride/comments Response: "It's really good to see the economist giving some profile to this issue which governments and regulators have been slow to respond to. This is not simply a question of cultural memory, it's also about business continuity and ongoing exploitation of the value which are embedded in digital resources. For example, by making informed decisions and efforts about what to keep, a digital preservation strategy also helps companies and institutions to be confident about what they need to prioritize and what they can afford to ditch. That makes information resources more responsive and business processes which depend on them more efficient. The conclusion: digital preservation is not just about memory institutions and it brings long-term and immediate benefits. There's a small coalition of agencies working on this problem in the UK and Ireland, and if you want to find out more, then have a look at: http://www.dpconline.org/" delivered		William Kilbride	DPC

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Date	Place	Partners in collaboration	Countries addressed	Description of collaboration / link	Comments	Person(s) respons./ involved	TIMBUS Partner(s)
1 May 2012	Press re-lease	D-lib Magazine, May/June 2012, IN BRIEF section	Digital li-brary ex-perts . Read worldwide	500 word introduction to TIMBUS, with emphasis on the benefits of process and service preservation for memory institutions. http://www.dlib.org/dlib/may12/05inbrief.html	D-Lib Magazine is produced by Corporation for National Research Initi-atives (CNRI) in the USA	Angela Dappert	Angela Dappert
1 May 2012	f2f meet-ing in Cork, Ireland	EMC	Europe	Discussed EMC's Cloud4Gov program. EMC can get us links to the Irish government departments. EMC perform a preservation consultative service and are interested in an advisory board role.	EMC subse-quently joined TIMBUS as ad-visory board members as a result of this.	Michal No-lan	Intel
1 to 8 May 2012	in person meeting, followed up by emails	APARSEN, DP Life Cycle Cost Modelling work package	Europe	Discussed APARSEN plans with respect to digital preservation life cycle cost modelling, received invi-tation to participate at the KE/Nordbib workshop "The Costs and Benefits of Keeping Knowledge" 11 June 2012 in Copenhagen; introduce Kirnn Kaur (Brit-ish Library) to Daniel Burda (SAP, TIMBUS)	TIMBUS will use cost mod-elling in Task 4.1	Angela Dappert, Daniel Burda	DPC, SAP
20th of June 2012 from 09:30 – 11:00	meeting	Business Continuity Institute	Northern Ireland	SAP Belfast hosted the general meeting of the BCI – Northern Ireland Forum. There were around 35 par-ticipants. This event provides a wonderful opportuni-ty to get involved with the Business Continuity (BC) world, educate them about the work done in re-search, and disseminate TIMBUS results in the BC community.		Wasif Gi-lani	SAP

Date	Place	Partners in collaboration	Countries addressed	Description of collaboration / link	Comments	Person(s) respons./ involved	TIMBUS Partner(s)
27 to 28 June 2012	email	Software Ontology Project (JISC funded, Manchester University), Robert Stevens and James Mallone	UK, Ireland	Received invitation to participate in their 3rd workshop.	Since the workshop is taking place during our all-staff meeting we could not participate but will exchange results and feedback.	Angela Dappert	DPC
30 July 2012	email	Ensure, SCAPE	Europe	Exchange project descriptions with each other to post on each other's' websites.		Angela Dappert	DPC
1 August 2012	f2f site visit in Croke Park Sports Stadium, Dublin	Stadium Technology overview including operations review of items such as hawkeye and comms infrastructure for match days.	Ireland	One interesting aspect of the GAA's work is that Boston University are working on a video archive of the GAA's cultural history. Another is that one end of the stadium was never completed due to being caught by a rail line. If they ever needed to update that, they would need to go back to the original designs.		Michael Nolan, Brian Quinn, David Fleming (all Intel), Derek Fanning, Colin Hayes (GAA)	Intel
24 September 2012	email, telecon	Micheál Ó Conaire; Tom Quinlan, Irish National Archive	Ireland	Discuss Digital Preservation needs and practice at Irish National Archive; investigate TIMBUS exploitation potential.		Michal 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)
24 September 2012	email	Joy Davidson, Digital Curation Centre (DCC)	world	Forward description of TIMBUS training materials and activities for Joy to introduce during her workshop on Spanning the boundaries of digital training and education at iPres 2012. Spanning the boundaries of digital training and education		Angela Dappert	DPC
September 2013	newsletter	DPC, APARSEN, Sharon McMeekin; SCAPE, OPF, Becky McGuiness	World	DPC What's On, What's New advertises TIMBUS training day. So do the mailing lists of partner projects.		Angela Dappert	DPC
16 to 19 October 2012	personal contact	Fernando Ciciliati (Chief Scientist); Propylon, Ireland; http://www.propylon.com/;		Propylon is a company dealing in legislative and regulatory content intelligence solutions. They are preserving legislative processes used in the Irish Government, Welsh Assembly, Northern Ireland Assembly and several US states.	We discussed the Propylon and TIMBUS approaches to business process preservation	Angela Dappert, Michael Nolan	DPC, Intel
22 November 2012	email	Veronika Prändl-Zika	Europe	Exchange MoU about collaboration on Dissemination and Training.		Angela Dappert	DPC
8 to 14 October 2012	personal contact	Kevin Page, Sean Bechhofer – Workflow 4 ever Project	Europe	Exchange on commonalities and approaches in both projects @ Music Information Retrieval Conference 2012, Porto.		Rudolf Mayer, Andreas Rauber	SBA
5 to 6 November 2012	personal contact	Cezary Mazurek – Workflow 4 ever Project	Europe	Exchange on commonalities and approaches in both projects @ APA Conference 2012, Rome.		Rudolf Mayer, Stefan Pröll	SBA

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Date	Place	Partners in collaboration	Countries addressed	Description of collaboration / link	Comments	Person(s) respons./ involved	TIMBUS Partner(s)
8 to 14 October 2012	personal contact	Mark D. Plumbley, Centre for Digital Music Queen Mary, University of London	Europe	Exchange on TIMBUS and Software sustainability project @ Music Information Retrieval Conference 2012, Porto.		Rudolf Mayer, Andreas Rauber	SBA
29 November 2012	UCD, Dublin	Prof. Barry Smith, UCD, Computer Science lead and head of Clarity research institution	Ireland	Genii is a game to address the problem of transcribing handwritten records of historical interest into IT preservation systems. The output of this work is on youtube @ http://www.youtube.com/watch?v=vM7TvAXxKcc and http://www.youtube.com/watch?v=C-F_kX_ggQ4 and it was shared with several memory institutions in Ireland and further afield, namely Bernadette Cunningham (Royal Irish Academy), Alon Strasman, CIO National Library of Israel, Paul Hoary of NUI Maynooth and Jason Pierson of FamilySearch.org.	Genii was developed by Michael Nolan as part of a masters course in University College Dublin (UCD).	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)
30 No-vember 2012	Maynooth, Ireland	Face to face visit to meet Paul Hoary of Russel Library in Maynooth NUI to visit the project which is digitally preserving the Morpeth roll	Ireland and the UK	The Morpeth role is the only surviving pre-famine record of the ordinary people of Ireland and was signed by about 5% of the population when it was created by the Irish people as a gift to Lord Morpeth. The scroll is currently being digitally preserved and is in NUI for some minor restoration work before it goes on tour in the summer of 2013 around the route the Bianconi coaches took when they distrib-uted the roles originally.	We discussed the history of the role and also moved on-to the de-population of Ireland during the famine of 1840-45 and the effect that, and subse-quent events such as the world wars have had on the destruction of historical records	Michael Nolan	Intel
3 Decem-ber 2012	Personal meeting	Brian Matthews, STFC	World	Discuss suitability of TIMBUS approaches for scien-tific process preservation; declare intention to run some use cases		Angela Dappert	DPC
6 Decem-ber 2012	telecon	wf4ever (Workflow for ever) Kevin Page, Jun Zhao, Sean Bechhofer, Raul Palma	Europe	Introducing projects to each other; agree on future co-operation http://repo.wf4ever-project.org/Content/44/D8.4v1.pdf		Andreas Rauber Jose Borbinha Angela Dappert	SBA INESC-ID DPC

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Date	Place	Partners in collaboration	Countries addressed	Description of collaboration / link	Comments	Person(s) respons./ involved	TIMBUS Partner(s)
15 January 2013	newsletter	APARSEN, Veronika Prändl- Zika	Europe	Agreement with APARSEN that APARSEN will include links to the TIMBUS newsletter and training material, a project description and the logo in their newsletter		Angela Dappert	DPC
21 January 2013	survey	PROSE project	Europe	Fill in survey on technical needs of SVN users in EU projects		Mykola Galushka Paulo Trezentos	SAP CMS
January / February 2013	newsletter	DPC, Sharon McMeekin	World	DPC What's On, What's New advertises TIMBUS newsletter and training materials		Angela Dappert	DPC
January / February 2013	telecon and site visit	Siemens Ireland	Europe	Siemens have a perfect TIMBUS use case and are willing to participate in some way in research.	Suggesting on adding Siemens to the advisory board	Michael Nolan	Intel
19 February 2012	email	John Lindström, Luleå University of Technology - APARSEN	Europe	Agreement to co-organise events with APARSEN		Angela Dappert	DPC
Ongoing	Karlsruhe	RENENET project, BMBF Software Campus (VDAR)	Germany	Project synergies; providing Domain-Specific-Ontologies with useful information for short-term load management and grid optimisation, and benefiting from reasoning tools working on ontologies that are being developed in TIMBUS		Martin Alexander Neumann, Hossein Miri	KIT

8.2 Target Dissemination Partners and Venues

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

8.2.1 EU Sponsored Distribution Channels

The EU supports a number of distribution channels through online news; audio visual short documentary-style television magazines; publications in print magazines, newsletters and collaboration with private media outlets; events; and open access scientific publishing.

Details are given in *Communicating EU Research & Innovation - A guide for project participants* ; http://ec.europa.eu/research/participants/portal/ShowDoc/Extensions+Repository/General+Documentation/Guidance+documents+for+FP7/Communication/Coomunicating-Research-120925-WEB_en.pdf

8.2.2 Relevant Conferences and Journals

There are several different communities that are 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 the following table.

Table 15: Conferences and journals targeted

Conference / Journal	Possible Subject(s)	Notes
IST-Africa 2012 Conference; http://www.ist-africa.org/	Any TIMBUS subject	
eChallenges Conference & Exhibition http://www.echallenges.org/	Any TIMBUS subject	
DLM-Forum Member Meeting	Topics relevant for national archives of European Union Member States and other public and private bodies	
KDIR International Conference on Knowledge Discovery and Information Retrieval; KEOD International Conference on Knowledge Engineering and Ontology Development; KMIS International Conference on Knowledge Management and Information Sharing; http://www.ic3k.org/	Context, dependencies and reasoning	
International Joint Conferences on Artificial Intelligence (IJCAI) http://www.ijcai.org	Reasoning and learning for autonomous digital preservation of business processes	
European Conference on Artificial Intelligence (ECAI) http://www.eccai.org/ecai.shtml	Reasoning and learning for autonomous digital preservation of business processes	
International Conference on Pervasive Computing http://www.pervasive2010.org	Business process context capture: model and system	

Conference / Journal	Possible Subject(s)	Notes
ACM International Conference on Ubiquitous Computing http://www.ubicomp.org	Business process context capture: tools and applications	
Personal and Ubiquitous Computing (PUC), Springer Verlag	Context capture for autonomous digital preservation of business processes	
Journal of Ambient Intelligence and Smart Environments, IOS Press	Reasoning and learning for autonomous digital preservation of business processes	
Internet of Things. In 2012: http://www.eu-ems.com/agenda.asp?event_id=124&page_id=996	Emulation of devices and sensors as services	
International Conference on Networked Sensing Systems http://www.inss-conf.org	Digital preservation of networked sensing systems	
KI, German Conference on Artificial Intelligence	Reasoning and learning for autonomous digital preservation of business processes	
JCDL - Joint Conference on Digital Libraries (ACM & IEEE)	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)	Digital Preservation of Business Processes - *Focus on the industrial uses cases*	Promote panel(s) and/or workshops, to raise awareness and promote TIMBUS
iPRES - International Conference on Digital Preservation	Business Process capture for preservation Requirements gathering and the curriculum Industry and memory: commercial use case in digital preservation Lessons Learned and next steps	José Borbinha chairing iPRES2013 in Lisbon, Portugal
IJDL - International Journal of Digital Libraries	TIMBUS overview – final results paper	
International Digital Curation Conference	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	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	Metrics for governing DP; effort estimation and ROI analyses for DP	
IQNITE	Holistic quality management must include DP aspects	
Conquest	Defining Escrow-Services as new management discipline for risk management	

Conference / Journal	Possible Subject(s)	Notes
SET Software Engineering Today	Architectures for DP	
RiskConf	TIMBUS: introduction. Establishing DP as part of Risk management	
GI-WSR (Workshop Software-Reengineering GI)	Architectures to execute DP; process modelling of migration processes	
(Qai)Quest	Maturity-Levels for Escrows and DP	
CSMR (Conference on Software Maintenance and Reengineering)	TIMBUS: introduction; Impact of DP on maintenance activities	
International Conference on Engineering of Complex Computer Systems (ICECCS)	Relationship of computer engineering and preservability	
European Intellectual Property Law Review (eipr)	Overview or certain IP-law- questions on DP	
International Review of Intellectual Property and Competition Law (IIC)	Overview or certain IP-law- questions on DP	
International Legal Informatics Symposium (IRIS) published in Jusletter IT	Discussion of legal issues	
International Conference on Software Engineering	Engineering services for preservation	
SAASCON	Engineering services for preservation	
IEEE International Systems Conference	System modelling for preservation	
World Conference on Disaster Management	DP as business continuity management; Processes for preservation of business processes; Final overview of TIMBUS.	
Enterprise Risk Management Symposium	Intelligent ERM methods	
Int. Conf. on Business Process Management, BPM	Business process management for preservation of interdependent services	
IEEE Computer	Intelligent ERM Systems	
Communications of the ACM	Preservation of business processes and supporting infrastructure	
IEEE Transactions on Engineering Management	Strategies and technologies for preservation and BCM of business processes	
ACM Transactions on Computer Systems	Emulation and virtualisation of services in large business processes	

8.2.3 Relevant Industrial Events

Industry events to be attended include the following.

Table 16: Industry events to attend

Industry Event	URL	Partner Attending	Work on Display
CeBIT	www.cebit.de/home	SAP	Intelligent Enterprise Risk Management
CeBIT	www.cebit.de/home	SAP	Legalities Lifecycle Management (LLM)

SAP TechEd	http://www.sap.com/communities/sap-communities/sap-teched-and-techtour.epx	SAP	Enterprise Risk Management
Legal IT Show	www.informaglobalevents.com › ICBI › Legal IT	ITM / SAP	LLM

8.2.4   Relevant Internet Forums

Table 17: 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/

8.2.5   Relevant Distribution Channels

Table 18 and Table 19 list mailing lists and personal contacts for dissemination.

Table 18: 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

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Type	Name	Website	Mail address
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
group	LinkedIn "TIMBUS Timeless Business Processes and Services" group		
group	LinkedIn "Digital Preservation" group		
group	The Google Long-Term Digital Preservation Reference Model group		https://groups.google.com/forum/?fromgroups#!forum/ltdprm
project list	Aparsen Project		aparsen@jiscmail.ac.uk
project list	TIMBUS project		timbus@listserv.sap.com
project list	SCAPE project		all@list.scape-project.eu
	Twitter		timbus_project and followers

Table 19: 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/

8.2.6   Relevant Standards

Section 8.1.7 describes the standards in which TIMBUS is actively involved and which we help to shape. Additionally there are some standards which we use. Table 20 shows which standards are used by TIMBUS; insights for improvements will be fed back into the standard if this is possible.

Table 20: Standards of general TIMBUS relevance

Standards	Proposed Role in Standards	TIMBUS Relevance	Links
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
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
OWL	User as exchange format for context and dependency descriptions	The Web Ontology Language (OWL) is a family of knowledge representation languages for authoring ontologies. OWL will be used as an exchange format for context and dependency modelling and for reasoning	http://www.w3.org/TR/owl2-overview/

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Table 21 shows which standards and bodies are candidate targets for future dissemination of TIMBUS results, but are not currently.

Table 21: Proposed involvement in relevant standards and bodies

Standards	Proposed Role in Standards	TIMBUS Relevance	Links
Participant	TIMBUS in general		
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/
German amendment of the IP-Right called **"3. Korb zum Urheberrecht"**	Contributor	Task T4.3. 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	Member / Contributor	Task 7.2 will develop Service Interface Standards for Digital Preservation.	http://www.omg.org/
UML CUDF Common Upgradeability Description Format	Use and improve	A format for describing upgrade scenarios in package-based Free and Open Source Software distribution. Used in TIMBUS WP4 and WP6 for capturing software dependencies.	www.mancoosi.org/cudf/
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
TRAC (ISO16363) Trustworthy digital repositories	Observer and user.	The standard is about trustworthy digital repositories. TIMBUS needs to be aware and reuse. The standard has recently been released and new input is not going to be received for a while.	http://www.iso16363.org; See also related standards http://www.iso16363.org/standards//

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Standards	Proposed Role in Standards	TIMBUS Relevance	Links
ISO9126/ISO 25000 families, CISQ, MISRA (SW quality) **ITIL/SPICE/TestSPICE (lifecycle management)** **CMMI (services)** **ISO29119 (testing)** **ISO9000 (QM)** **CoBIT, ValIT (governance and management of enterprise IT)** **NIST, ISO 17799, ISO27000 (IT security)** **NAF, TOGAF (IT architecture)** **IEEE 802.x (infrastructure/networks)** **ANSI, NFS (storage)** **EN 61508 (safety)** **DO-178x (avionic quality)** **IEC 62304 (medical devices)** **ISO26262 (road vehicles)** **SixSigma, TQM (process improvement)** **data management,** **Possibly operating system, middleware/messaging and database standards**	Observe for possible usability	These standards are relevant to key TIMBUS approaches or that may affect the preservability of processes	

Standards	Proposed Role in Standards	TIMBUS Relevance	Links
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
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

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/
Standards related Tools			
Eclipse MVC	use	Plug-in that adds editing behaviour and allows to create rich tree-based and graphical editors for the Eclipse Workbench UI.	http://www.eclipse.org/gef/gef_mvc/index.php
Protégé **The Protégé Ontology Editor and Knowledge Acquisition System**	Used in context and dependency modelling	Free, open source, cross-platform tool for rendering and editing ontologies in OWL and alternative representations.	protege.stanford.edu/
Archi	Used in context and dependency modelling	Free, open source, cross-platform tool for rendering and editing ArchiMate models.	archi.cetis.ac.uk/
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 Lifecycle Management.	
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/

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/

Table 22 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 22: 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/

Standards	Role in Standards	TIMBUS Relevance	Links
DIGITALEUROPE	Board Member	Policies for long-term digital preservation of business processes in SaaS / *aaS environments.	www.digitaleurope.org/
DMTF Open Virtualization Format (OVF)	Participant Member	Standards for virtualized business processes.	www.dmtf.org/standards/ovf
Eclipse	Strategic Developer / Board Member	Developer support for engineering services and forming business process models for digital preservation.	www.eclipse.org/
OASIS	Member / Sponsor	Proposal of new standard for Business Process Context Information Model. The Organization for the Advancement of Structured Information Standards (OASIS) is a global consortium that drives the development, convergence, and adoption of e-business and web service standards.	https://www.oasis-open.org/
OSOA	Founding Member	Contribute to a programming model for digital preservation with SOA.	http://www.oasis-opencsa.org/
BIAN	Founding Member	Document digital preservation concerns in the banking industry.	bian.org/
ISA-95	Member	Standards supporting digital preservation in ERP and MES systems.	www.isa-95.com/
IVI	Patron	Innovation Value Institute. Contributing to IT-CMF in the areas of BPM, RM and propose BCM component.	ivi.nuim.ie/
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

Standards	Role in Standards	TIMBUS Relevance	Links
DASMA Deutschsprachige Anwendergruppe für Software-Metrik und Aufwands-schätzung	Member	Contributing to effort estimation for DP ex-pediency and for defining metrics for con-trolling DP	www.dasma.org

8.2.7   Related Organisations and Projects

TIMBUS will seize relevant opportunities to collaborate with other digital preservation and business conti-nuity management initiatives. Table 23 lists partner organisations with whom we have or will collaborate.

Table 23: 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 In-formation Sys-tems Commit-tee)	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 devel-opments 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 Cu-ration Centre)	http://www.dcc.ac.uk/	The Digital Curation Centre is the UK's leading hub of expertise in curating digital research data.
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: Im-plementation Strategies)	http://www.loc.gov/standards/premis/	PREMIS is an international de-facto standard concerned with devel-oping metadata for use in digital preservation.

TIMBUS	WP3– Dissemination and Training
Deliverable	D3.3: TIMBUS Dissemination / Standardisation Plan & Activities, Iteration 2

TIMBUS will seize relevant opportunities to collaborate with other digital preservation and business continuity management initiatives. Table 24 lists related research groups with whom we have collaborated or will collaborate.

Table 24: 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.
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.
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
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.

Group	URL	Description
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
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 re-using 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.

Group	URL	Description
Opportunities for Data Exchange (ODE)	http://www.alliancepermanentac-cess.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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