

THE INSIGHT PROJECT

A Concerted Action under the COPERNICUS Programme

COORDINATOR COUNTRY

H E DAVIES

UK

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OBJECTIVES

1. The setting up of at least one operational WWW service in each country.
2. The creation of a set of information concerning research activities.
3. The promotion and support of the setting up of other servers as part of a distributed information service on research and related topics.
4. The preparation of a well documented installation procedure for the most commonly used platforms (WWW server and client).
5. The setting up of basic promotional material in the national languages.

ACTIVITIES

1. The establishment and operation of a WWW server in each of the participating CEE countries.
2. Meetings to coordinate the activities going on in parallel in the different countries and to agree on common approaches to the use of the technology and the organisation of information.
3. Workshops to educate staff from the CEE countries in WWW technology and its usage.

IMPACT

1. High quality information services will become available in the participating countries
2. General expertise in the provision and support of such services will be created so that their coverage can be extended.
3. Specialist expertise will be developed as a result of addressing problems of particular concern to the CEE countries such as the use of national languages.
4. The use of advanced technology to support the dissemination of research information will be promoted.
5. Access to servers on which research information is available will be made available both nationally within each country and internationally, leading to more effective dissemination of the information.
6. Pointers to all such servers will be included in the cataloguing and directory services that are in international use, leading to better knowledge of the availability of research information.

TECHNICAL ANNEX

A. Specific Objectives

1. The setting up of at least one operational WWW service in each participating country, the service to be accessible from the country's own national research network and via international links.
2. The creation on each national server, as an example of good information management practice, of a set of information concerning research activities within the country.
3. The establishment within each participating CEE country of a service to promote and support the setting up of other servers as part of a distributed information service on research and related topics.
4. The preparation of a well documented installation procedure for the most commonly used

platforms (WWW server and client), suitable for use by people with limited computing experience, and the identification of an approach to the propagation of knowledge outside the Project.

5. The setting up on each national server of a set of basic promotional material explaining in the national language the purpose of the information service and the ways in which it can be exploited and extended (including the installation documentation mentioned above).

B. Projected Impact on Industrial R&D

1. High quality information services will become available in the participating countries
2. General expertise in the provision and support of such services will be created so that their coverage can be extended.
3. Specialist expertise will be developed as a result of addressing problems of particular concern to the CEE countries such as the use of national languages.
4. The use of advanced technology to support the dissemination of research information will be promoted.
5. Access to servers on which research information is available will be made available both nationally within each country and internationally, leading to more effective dissemination of the information.
6. Pointers to all such servers will be included in the cataloguing and directory services that are in international use, leading to better knowledge of the availability of research information.

C. Programme Components

The Concerted Action has the following major components:

1. the establishment and operation of a WWW server in each of the participating CEE countries. In those countries where WWW servers already exist, specific services for the benefit of the research community will be established and the operation of both existing and new services will be coordinated in order to optimise the benefits for end users.
2. meetings to coordinate the activities going on in parallel in the different countries and to agree on common approaches to the use of the technology and the organisation of information, and
3. workshops to educate staff from the CEE countries in WWW technology and its usage. The Workshops, combined with the operational activities in 1. above will build a body of expertise which will allow the training to be repeated at a national level for the benefit of larger numbers of people working in the field.
4. planning to take account of available user interfaces and of the likelihood that some end users may only have limited access facilities.

D. Programme of Work

The Concerted Action programme of work will be as follows (SD + X indicates the time relative to the starting date when the activity is expected to be complete):

1. Initialisation

Survey of present situation country by country.
Specification of the minimum technical requirements
for the computing services needed to support WWW
centres.

Definition of the role of the WWW centres.

First coordination meeting (M1) of participants. SD + 1 month

2. Communication Mechanisms

Set up a list-server for communication between
participants in the Concerted Action.

Set up a list-server for dissemination of
information to all interested parties SD + 2 months

3. Detailed Implementation Plan

Preparation and submission of a detailed project
implementation plan for approval by the Project
Officer. SD + 2 months

4. Design of Information Structure

Prepare a study on the structure of integrated
information system.

Prepare preliminary recommendation: skeleton of
context and structure of future national WWW
databases. SD + 4 months

5. Workshop (W1)

Workshop for Concerted Action participants
covering issues listed in points 1. and 3.

SD + 6 months

6. Service Planning and Installation

Preparation, for each participating CEE country
of a national plan for the implementation of the
distributed information system.

Preliminary specification of information set
(for each country)

Preliminary specification of quality parameters

Preliminary specification of operational procedures

Setting up the pilot configuration in each country. SD + 9 months

7. Coordination Meeting (M2)

Checkpoint for effectiveness of coordination

Evaluation of progress. SD + 10 months

8. Training Course (W2)

Training course for the staff of the WWW centres. SD + 11 months

9. Coordination Meeting (M3)

Checkpoint for effectiveness of coordination

Evaluation of progress. SD + 16 months

10. Implementation of National Information Databases.

Collection and input of information set
(for each country)

Implementation of operational procedures

Establishment of links to and from international

directories	SD + 17 months
11. Workshop (W3)	
Preparation of CEE-wide experimental services.	
Elaboration of quality control.	SD + 18 months
12. Lessons and Recommendations	
Operation and development of services	
Summarisation of experiences of experimental services	
Final report preparation.	
Recommendation for further possible developments and joint actions.	SD + 24 months

E. Publications and Information Dissemination

1. The principal means of disseminating information about the project will be via the WWW services that the project will set up. Each WWW server will contain basic information about the project and its progress. At least one WWW server will contain a continuously updated and comprehensive set of project documentation; WWW servers that do not store this information will provide links to a WWW server that does so.
2. Two e-mail lists will be used, one for communication between project participants, the other for individual or organisations which wish to follow the detailed progress of the project without being directly involved. The second list will be open to anyone who wishes to join it.
3. Subject to acceptance of submitted papers, descriptions of the project's objectives, the progress that is being made to meet them, and any relevant technical material will be presented at international conferences such as the Joint European Networking Conference organised by RARE. National participants will use equivalent opportunities within their own country.
4. A "public" version of each of the reports required under the contract will be prepared and made available at the same time as the contractual reports are submitted. These versions will contain information on project progress, results, and relevant technical developments (but no financial or administrative information). They will be made freely available on the WWW servers that are part of the project and in paper form.
5. Announcements about their availability will be made on international e-mail distribution lists.

F. Organisation and Management

Day to day project management will be provided by DANTE which will take responsibility for the implementation of the project, the provision of reports and other deliverables required by the contract, and the management of project funds. The Project Coordinator is Dr Howard Davies, General Manager of DANTE.

Overall control and direction of the project will be provided by a Steering Committee consisting of:

- Dr Peter Bakonyi (HUNGARNET)
- Dr Howard Davies (DANTE)
- Professor Tomasz Hofmokl (NASK and Chairman of CEENet)
- Dr Tomas Kalin (TERENA)

- Dr Jan Gruntorad (CESnet and CEENet)

The Steering Committee will be responsible in particular for:

- the selection of sites to provide the Information Server in each CEE country
- the detailed allocation of resources between participants getting agreement on a detailed programme of work, based on the Action Programme above, including the allocation of tasks to participants
- the selection of locations for meetings and workshops
- the selection of individuals or organisations to provide training at workshops

The Steering Committee will conduct the bulk of its business by e-mail. It is not expected that face-to-face meetings will be necessary apart from short meetings held in conjunction with Project Coordination meetings (see below).

Dr Tomas Kalin will supervise the RARE staff (John Martin) who are assigned to the role of technical coordination of the project and will take responsibility for their activities.

Three Project Coordination Meetings will be held at which representatives of all participating organisations will agree project plans and review progress.

G. Participants' Responsibilities

1. Participants from the CEEC will be responsible for ensuring that decisions taken by the Steering Committee are implemented within their country. In particular, they will make arrangements for suitable computing services to be provided and for the management of the coordination activities assigned to them.
2. Participants from non-CEE countries other than those on the Steering Committee will act primarily as advisors but may also call on other sources of technical expertise within their home organisations, particularly in respect of the support of the Workshops, provision of qualified trainers, etc. A more specific definition of the role of each participant will be included in the Project Implementation Plan described in D3. above.

H. Reporting

Formal interim reports will be provided after 6, 12, and 18 months. A final report will be provided at the end of the project. Brief reports on progress will also be sent for information to the Project Officer every month but will not be considered as formal deliverables.

Source: Technical Annex to the project proposal

[December 1994]