



BABYLON & ONTOLOGY
The European Educational Social Network

Babylon & ONtology: Multilingual and cognitive e-Learning Management System via PDA phone.

Funding Programme: Lifelong Learning Programme 2007 - Multilateral project - Key Activity 3 - ICT.

BONy Kick-off Meeting Minutes: 9th and 10th January 2008

Author:

Manuele Manente (P.M.F. S.r.l.)

BONy is a project financed with the EC funds in the domain of "**Lifelong Learning Programme**" managed by **EACEA**.





BONy Consortium

This document is part of BONy project, financed with the EC funds in the domain of "Lifelong Learning Programme" managed by EACEA, number 135263-2007-IT-KA3-KA3MP. The following partners are involved in the BONy project:

- P.M.F. S.r.l., Catania, Italy. Project coordinator (www.pmfonline.net).

Via Mario Sangiorgi n. 37
95129 Catania (Italy)
Tel. +39 095 2936355
Fax +39 1782771686

- INK Catalunya, S.A, Barcelona, Spain (www.inkcat.es).

Valencia, 279, ático
08009 - Barcelona (España)
Tel.: + 34 934 961 600
Fax: + 34 934 873 900

- C.N.R. I.S.T.C., Roma, Italy (www.cnr.it).

C.N.R. - Piazzale Aldo Moro, 7
00185 Roma
Telefono +39 06 49931
Fax +39 06 4461954

- IDEC S.A., Piraeus, Greece (www.idec.gr).

Iroon Politechniou 96
Piraeus 185 36
Tel: +30 210 4286227
Fax: +30 210 4286228

- 4system Polska Sp. z.o.o., Zielona Góra, Poland (www.4system.com).

ul. Botaniczna 70
65-392 Zielona Góra, Poland
Phone.: +48 (0) 68 451 08 88
Fax: +48 (0) 68 451 08 88 ext. 2



Participants Partner

- Manuele Manente, P.M.F. S.r.l.
- Giuseppe Ursino, P.M.F. S.r.l.
- Florencia Nava, INK Catalunya, S.A.
- Alfio Gliozzo, C.N.R. I.S.T.C.
- Aldo Gangemi, C.N.R. I.S.T.C.
- Valentina Presutti, C.N.R. I.S.T.C.
- Aris Chronopoulos, IDEC S.A.
- Sofia Spiliotopoulou, IDEC S.A.
- Aneta Zydziak, 4system Polska Sp. z.o.o.
- Darius Dolega, 4system Polska Sp. z.o.o.

Meeting Venue

P.M.F. S.r.l., Catania, Italy. Project coordinator (www.pmfonline.net).

Via Mario Sangiorgi n. 37
95129 Catania (Italy)
Tel. +39 095 2936355
Fax +39 1782771686



Meeting Agenda

First day: Wednesday 9th January

Morning – Partners' arrival at the Airport and hotel check-in

13.00 – Welcome Lunch at the Hotel

15.00 – Meeting start

1. Agenda overview (PMF) (5 min)
2. Introduction of JO Group and P.M.F. S.r.l. ((10 min)
3. Introduction of C.N.R., INK Catalunya, IDEC SA and 4System Polska (10 min each)

16.30 – Coffee break

4. Project priorities (PMF Mr Manente) (15 min)
5. Scientific challenges (CNR Mr Gliozzo) (30 min)
6. Debate (30 min)

18.00 – End of the session

20.00 – Dinner

Second day: Thursdays 10th of January

8.00 – Breakfast (at the hotel)

9.00 – Meeting start

Detailed discussion for each WP & Implementation strategy overview - Introduced by the WP leader (15 min), then 15 min discussion

1. WP1:
 - a. Administrative coordination (PMF),
 - b. Technological coordination & dotProject (PMF),
 - c. Scientific coordination (CNR).
2. WP2 (4system)
3. WP3 + WP4 (CNR + PMF)

11.00 - Coffee break

4. WP5 (IDEC)
5. WP6 + WP7 (INK)

13.00 – Lunch

14.00 – Start of the session

6. GANTT diagram (PMF)



7. BONy's Logo (PMF)

16.00 – Coffee break

- 8. Consortium Agreement (PMF)
- 9. Final Brainstorming, future works and next meeting

18.00 – End of the Session and end of the meeting.

20.00 – Dinner



Meeting Objectives

- ✓ *Introduction of Partners;*
- ✓ *Project Priorities;*
- ✓ *Scientific Challenges;*
- ✓ *Detailed discussion of Work Packages;*
- ✓ *Analysis of GANTT Diagram;*
- ✓ *BONy Logo;*
- ✓ *Consortium Agreement;*
- ✓ *Brainstorming on project implementation,*
- ✓ *Future works*
- ✓ *Next meeting.*



Meeting Content

The Agenda overview and the Project priorities were presented by M. Manente from PMF, being the Project coordinator.

Project priorities pointed out were:

- Creation of an 11-language course and quality assessment;
- Ontology, Automatic text categorization;
- Social Network & Expert Finding;
- Semantic Search for information retrieval;
- PDA as a mean of community involvement, news dissemination and data collection;
- User profiling;
- Collaborative tools for content editing.

The discussion then proceeded onto the issues pointed out within the Scientific Challenges of the project, illustrated by A. Gliozzo from ISTC-CNR:

- to match different skills in order to create new ICT solutions boosting knowledge transfer, and to guarantee more user-friendly tools;
- to adapt already existing tools to enhance the e-learning method, and to re-engineer some e-learning tools and SCORM standards, in order to adapt them to the new ontology-based representation of knowledge;
- to develop cognitive technologies based on 'multilingualism', semantic search, and an ontology perspective – where the multilingual function can allow an easy and immediate language switching but also a cross-language search (data retrieval from one language to another), while the semantic search implements a new data retrieval based on association of ideas;
- to establish a social network permitting expert finding & reputation activities, development of collaborative contents, user profiling and recommending to enhance content and skills retrieval through effective similarity measurement and user association according to needs and performances;
- to provide content assessment/quality of items estimation through feedback and users' (students, teachers, learning objects) response to service, and to create an expert finding system mediated by ontology and dependent on subject, reputation, compatibility with students' needs, etc.;
- to improve mobility through the development of a PDA interface (constant connection to e-learning tools & services): the PDA shall represent a complementary tool to the Web client, as a way to promote courses and to involve participants by stimulating activities, widening the social network and enabling users with a on-site semantic search. The PDA shall not visualize entire courses, but it will work as a data retrieval and summarizing tool for courses content;
- to tackle effectively the challenge of a collaborative content development – need to synchronize a WIKI (data entry tool available to all users) within an ontology-based system.

The discussion highlighted the requirement to separate ontology from language as something strictly related to cultural issues, common assumptions and ideas (especially as far as arts subjects are concerned – i.e. Project Management in general VS cultural / national-embedded conceptions



of Project Management practices and procedures). Ontology shall as a consequence be freed of cultural issues, and this can be achieved by referring to conceptual models (rather than very strict/fixed models).

Conceptual models shall be developed starting from existing learning units (content & semantic elements), in order to produce contents which can then be exploited to regulate activities. Conceptual models, in fact, can help overcoming the language barriers and ambiguities deriving from translations: ideas, terms and contents shall therefore be linked through ontological mechanisms.

A significant impact, combined with a relevant extent of improvement, shall be produced by starting from a traditional approach to e-learning assessment, in order to enhance performances and services. A potential chance to generate assessment depends on the quality and quantity of performance feedback and service ranking provided by users – a critical mass is therefore vital and for our means attainable through an effective implementation of the social network.

Q&As: Further explanation of the informative/content folder provided.

AOB: None.

Minutes 10th Jan 2008

The Partners (in the persons of)

- *PMF S.r.l.:* G. Ursino, M. Bennardo, M. Manente, D. Basile;
- *ISTC - CNR:* A. Gliozzo, A. Gangemi;
- *INK Catalunya S.A.:* F. Nava Vallejo;
- *IDEC SA:* S. Spiliotopoulou, A. Chronopoulos;
- *4system Polska Sp. z o.o.:* D. Dolega, A. Żydzia

met in Ippocrate AS, via Duca degli Abruzzi 36, Catania (Italy) - (morning session) and in PMF Srl, via Dalmazia 5, Catania (Italy) - (afternoon session)

in order to proceed with the meeting agenda, starting from a detailed discussion of Work Packages & subsequent approval of the related GANTT Diagram¹, and moving onto the choice of the BONy Logo, approval of the Consortium Agreement and setting up of next meeting.

WP1 “Overall Management”

It includes:

1. **Administrative Management** (presented by M. Manente from PMF) – will overlook all project activities, coordinate Partners and allocate tasks & resources, produce all official documentation, including the Consortium Agreement.

The main issue arising regards the budget and the allocation of funds, as all Partners shall coordinate their activities and expenditures to use, more or less simultaneously, the 75% of the first 40% of allocated funding, in order to proceed with the second allocation request.

It was therefore suggested to plan and monitor expenditures efficiently, and that Partners should consult monthly on such expenditures in order to balance them. It was also decided to analyze the current situation (salaries + actual working hours + taxes) in order to have a first confrontation after a month from the meeting. In the meanwhile, PMF shall request budget/expenditures forms to the Agency in order to have a valuable reference.

¹ The GANTT Diagram shall be consultable online, in the BONy DotProject page.



Should such forms not be provided, PMF shall produce ad-hoc forms for all Partners.

2. Technological Management (presented by D. Basile from PMF) – will overlook all technical activities and tasks, and coordinate Partners on such issues.
The DotProject was therefore illustrated and its tools explained to Partners in order to provide a web-based program to coordinate tasks, communicate on any specific issue, set up a calendar of events and share files.
(All necessary info on DotProject applications use and bugs will be uploaded on the DotProject site.)
3. Scientific Management (presented by A. Gliozzo from ISTC-CNR) – the main need here is to look at current e-learning methods and tools (through the state of the art analysis, users' feedback, interactive Q&As, questionnaires) in order to highlight priorities, to envisage new solutions for the development of current technologies and to foresee short & long-term objectives (to be discussed during second meeting).
The State of the Art shall therefore be developed in order to design the course content (to be produced firstly in English) and in order to evaluate and plan the progressive work – we need to choose the best existing options and to enhance them according to what customers need and to what technological tools are available at present time. New applications, in fact, are still very close to the academic domain, and need to be improved and adapted to the commercial domain.
Advancement on content and technology development shall therefore be discussed more or less monthly, in videoconference.
(Partners will be able to access videoconferences directly from the BONy website, once it is up and running).

WP2 “PCM Course Content Development” (presented by A. Żydziaik from 4system Polska)

It proposes the creation of didactic materials through a dual action: State of the Art on Project Cycle Management and Content redaction & Implementation, which shall take place in the first 3 months of the project duration.

1. State of the Art on PCM
It shall be based on the analysis of specific literature on the matter, in order to collect the best material, contents, publications on EU PCM best practices, and advice on PCM activities. The responsible entities for this activity shall be 4system Polska, INK and IDEC, which shall evaluate the aforementioned literature in the light of BONy dissemination target – we need in fact to concentrate on the end-users of the course to design.

After debating on the possibilities of creating a general PCM course VS a EU PCM course, the solutions suggested to produce a PCM course on general EU funding schemes, containing various chapters on various schemes as well (common issues on EU PCM + specific issues on specific EU schemes).

The content of the course shall overlook the EU PCM best practices (arising from State of the Art retrieved from literature + feedback from past users/actors involved) but it should also cover and discuss negative experiences in the field. EU projects can be tricky as far as the terminology is concerned: it could be useful therefore to provide explanations about specific terms and different schemes (especially fixed terms related to economy/finance issues VS variable terms related to specific schemes/national situations).



It was proposed, as a solution, to devise the modular architecture of terminology in order to establish what is fixed and what is more specific to different situations, and to produce a glossary which can make the project conception and drafting easier, even for non-users. In this sense, the target group analysis was mentioned as being helpful when defining learners' needs and consequent course contents.

Main issues to be covered in the course are:

- a. types of Agencies and Funding Schemes, division between National and EU funds providers;
- b. best ways to look at Calls, to set up goals and priorities for proposals, to fill in and to submit application forms;
- c. how to build up partnerships, how to create deliverables and manage HRs, how to allocate funds among partners, how to negotiate partners' relations and to tackle partners' resignation;
- d. how to organise and coordinate project implementation, how to set up and manage dissemination plans, evaluation and auditing activities, how to consider intellectual property.

Partners also highlighted the importance to establish the format of the course and to develop the index, so that those involved in the action can decide what chapters to produce. In this light, it was suggested to look at the different ways to organise the course in terms of the concept maps (especially for ontology issues) as it would be a produce a better integrated approach to the course.

To summarise new dates:

- 21/01/08: 4system Polska shall produce a course index for Partners to assess;
- 28/01/08: Partners shall provide 4system Polka with their feedback on index, and decisions about the course content;
- 28/01/08: 4system Polska shall communicate the course nature (lessons, questions, tests, case studies, etc.) and format to all Partners, establishing the amount of content in order to divide tasks;
- 15/02/08: consultation on division of roles finishes – as a consequence, Partners proceed to create a state of the art on the chosen topic, to be sent back to 4system Polska – it is very important to provide feedback, explanations, and summaries about developed content, rather than transmitting mere bibliographies.

2. The Content Redaction & Implementation

It shall focus on the creation of the didactic materials, on the course structure and its graphic interface, multimedia and video animation. In this light, it is necessary to outline specifically the course graphics, dependent on the content nature, in order to organise the subsequent work.

It was also highlighted the need to re-schedule the implementation period of WP2 sub C, which was moved from Jul-Sept 2008 to Jan-Mar 2009 (the duration of which shall be divided into 2 months for content translation and final month for realisation).

To summarise new dates:

- 30/06/08: content redaction in .pdf format delivered by 4system Polska in cooperation with INK and IDEC;



- Oct-Nov 2008: e-contents realisation (java script, html, xhtml) delivered by 4system Polska in cooperation with INK;
- Dec 2008: assessment of e-contents;
- Jan-Mar 2009: re-scheduling of WP2-sub C.

WP3 “Research and Technology Transfer” (presented by A. Gliozzo from ISTC-CNR)

It focuses on the goals of this work-package, the tasks foreseen and the schedule/resources to implement.

The main goals of the ISCT-CNR role shall foresee the State of the Art of Semantic Web, AI and social networks solutions on e-learning, experimenting in Semantic Web, AI and social networks in BONy’s scenario, and provision of recommendations for technological transfer (assistance role).

The tasks related to this WP are:

1. State of the Art of Semantic Web technology for e-learning & Ontological Representation
The analysis of the Semantic Web and AI technology potential for knowledge sharing shall produce the State of the Art (month 6), on which to develop the BONy core ontology (month 12), and the elaboration of the multilingual extension (month 18).
It was also highlighted the need to re-schedule the implementation period of WP3-sub b in order to better serve the timing of tasks execution: the development of the Core Ontology in English shall start in advance (month 6) and finish by Dec 08, when the development of the Core Ontology in 10 languages will commence, terminating in Jun 09.

To summarise new dates:

- End of Jan: creation of a WIKI page;
- End of Mar 2008: draft version of the State of the Art;
- Apr 2008: feedback from Partners expected (4system Polska is experienced in this sector);
- Jun 2008: final version of State of the Art;
- Jul-Dec 2008: Development of Core Ontology in English;
- Jan-Jun 2009: Development of Core Ontology in 10 languages.

2. Artificial Intelligence in e-learning (functions automation, user profiling, etc.)
The main priority is experimenting the use of the cognitive technology in e-learning (semantic search, multilingualism, and user modelling & recommending given by social networks feedback), in order to organize/advice the preparatory work for technology transfer.

It was also highlighted the need to re-schedule the implementation period of WP3-sub c, as the experimentation of AI technologies shall start in Oct 2008.

To summarise new dates:

- Oct 08-Jul 09: Experiments in AI technologies for BONy

3. State of the Art in Social Network Analysis
The exploration of the potentials of the community-based e-learning environment, leading to the State of the Art in social network analysis and to the creation of collaborative environments for e-learning to be applied to BONy, shall be based on various activities:
 - a. Collaborative development of e-learning materials;
 - b. Expert finding system through elaboration of users’ feedback;



- c. Reputation systems through the evaluation provided by users (application of a automatic system – algorithm) ;
- d. Case-based recommendation and planning.

It was also specified that the such activities, which will be analysed in more depth once the exploration of the social network is taking place, shall take place earlier, in Jul 2008, and shall terminate by month 20 (Aug 09).

To summarise new dates:

- Jul 08-Aug 09: State of the Art in Social Network Analysis.
- Sep-Dec 09: Assistance activity for Technology Transfer (advising role)

WP4 “Software Integration and Technology Development” (accounted to PMF)

It deals with the core activities of the project, as it shall work for the development of an ‘ad hoc’ BONy architecture.

The architecture of the e-learning platform shall be an Open Source LMS, probably Moodle (or other new and more advanced Open Source platform – to be confirmed) and content transfer shall be based on SCORM. Once the architecture is developed, current e-learning management systems will be integrated with the new modules.

These new modules and interface will allow:

- Conversion of SCORM contents in adequate ontological structures for semantic search;
- Integration of a social network platform;
- Creation of a ‘User Profiling’ system to be applied for expert finding & recommending;
- Organisation of PDAs as a platform client for Semantic search, Expert Finding and communication among users, Test/evaluation.
(PDA will not be used for Accessing full courses)

A BONy interface will be designed and the innovative solutions analysed in WP3 will be experimented.

It was also highlighted the need to re-schedule the implementation period of WP4-sub c as tasks will start in advance (Nov 2008) and will end later (Jun 09). WP4-sub f shall terminate earlier (Sept 2009) and WP4-sub g shall commence in advance (Oct 2009).

To summarise new dates:

- Nov 08: English Content Integration;
- Dec 09: English Content assessment and eventual modifications;
- Mar-Jun 09: 10 languages Content translation, provision and integration;
- Apr-Sept 09: development of PDA phone communication protocol;
- Oct-Dec 09: Beta Test.



WP5 “Project & Outcome Quality Evaluation Plan” (presented by S. Spiliotopoulou from IDEC SA)

It focuses on the specific activities:

- to evaluate Administration parameters such as compliance to workplan and quality of the partnership (practical performances);
- to disseminate an e-questionnaire to collect feedback on performances;
- to provide answers on the effective implementation of the project (reference to mid-term goals and final objectives);
- to analyse the correct innovation character of the project and to guarantee EU added value.

It was clarified that:

- all BONy questionnaires (*ref. page 28 of the project*) shall be put in a database to collect info, feedback, etc., to be uploaded in DotProject;
- rather than having evaluation reports every other month as planned, progressive evaluation shall take place through internal checks, with drafting of a report every 6 months (*note: variation in GANTT*);
- the first year overall assessment shall be conducted by involving ‘personal’ contacts – by exploiting Partners associates, contacts, connections, etc., in order to focus on a specific users’ feedback to be enlarged later on with social networks assessment and such;
- final assessment should compare traditional e-learning with BONy in order to highlight the progress made, to emphasize the innovation character and to demonstrate the correct project implementation.

To summarise new dates:

- Jun 08 + Dec 08 + Jun 09 + Dec 09: management & activity reports on quality management procedures;
- Dec 08: Assessment of test-group/pilot e-course English version
- Dec 08 + Dec 09: ad interim evaluation of project and outcomes;
- Dec 08 + Jul-Dec 09: all BONy data collection;
- Jan 08 – Dec 09: project outcomes quality assurance & evaluation of final product.

WP6 “Project Dissemination” (presented by F. Nava Vallejo from INK Catalunya)

It focuses on the ‘planned process of info provision’ on quality, relevance effectiveness, results of the project. The main actions mandated for Dissemination are:

- Corporate Image creation – Logo;
- BONy website, Partners’ websites and related ones;
- Best practice report - including info, data, feedback collected by past experiences and projects, analysis of user involvement;
- contact & events database creation;
- website promotional material design;
- brochures, success stories, mailing;
- web-seminar (web-based platform to be chosen);
- press releases and publications production;
- various exhibitions and events (technology R&D/e-learning/EU-related, etc.) organization in all Partners’ countries;
- final BONy event in Brussels.



All dissemination actions should start immediately (all Partners are involved), guaranteeing the dissemination of project e-learning innovation (training course – more academic aim) and technology tool (technology package – more commercial aim). They shall be regulated by two main goals:

1. To reach critical mass in order to spread and test BONy e-learning course, especially from a content point of view;
2. To use the assessed course to develop a wider dissemination plan.

Dissemination shall also be shaped on the analysis of the end-users & target groups benefiting from project results:

- End-Users – people in mobility, exchange programme students, academic world (such as PhD students), project managers for funding programmes, human resources of enterprises, etc.;
- Product & Content Providers – professionals in need of constant update (anytime, anywhere), training institutions, ICT companies, language schools, companies and organizations involved in EU programmes, consulting enterprises, etc.;
- Decision-makers – all public institutions, official chambers, associations, NGOs, etc.

In consideration of the above, it was argued that BONy shall constitute a useful tool for instant communication, content sharing, expert and/or partner recruitment, social network interaction, in many languages. In this light, viral marketing was proposed as an effective disseminating mean. The channels proposed to spread dissemination messages shall be:

- Media – extensive channel of communication;
- direct contacts;
- conferences & meetings;
- specialised literature;
- Internet;
- social networks.

The discussion also focused on the nature of the BONy website, first of all by evaluating the choice of the correct domain name – '.eu' should be a first choice as it is potentially and strategically more successful (*note: 'bony.com' is free at the moment*). Plan of actions:

- the website shall be activated as soon as content is ready (to be shown in WIKI around the end of Jan 2008);
- INK shall produce an English version and the index;
- Partners shall provide translations in their own language, and later links to all 11 languages shall be made available;
- creation of interactivity with visitors and users through questionnaires and links with as many other useful websites as possible (e.g. Open University).

The website will be the main e-learning platform, though Partners recognised the possibility to link at a second stage, other sites. The website content shall include:

- Project plan;
- Objectives and Deliverables;
- Partners Profiles and activities;
- Translations of the projects into main EU languages (and ALL Partners' languages).



WP6 Work-plan in GANTT was confirmed and a new important event was highlighted for its potential importance in BONy dissemination activities. The EKAW - International Conference on Knowledge Engineering and Knowledge Management – will take place in Fall 2008, in Catania, hometown of PMF, so it was suggested to take advantage of such occasion in order to disseminate the project, its goals and outcomes so far.

To summarise main dates confirmed so far:

- 21/01/08: Best Practices Report index by INK (with PMF);
- 15/02/08: Partners' feedback;
- 29/02/08: BP Report provisional draft;
- 10/03/08: Final BP Report;
- 29/09-03/10/08: EKAW in Acitrezza, Catania.

WP7 “Project Exploitation” (presented by F. Nava Vallejo from INK Catalunya)

It focuses on the ‘mainstreaming & multiplication’ exploitation targets. After dissemination, the perfected product & technological tool can be used to exploit project outcomes. Alongside the dissemination activities, further/renewed actions mandated for Exploitation are:

- Exploitation Plan;
- Best Practices, needs analysis & SWOT Report;
- Contact & Event Database – info, details, activities results;
- Promotion Material design (e.g. brochures);
- Press Releases & specific Publications;
- Exhibitions & Events;
- Consortium Agreement on Exploitation (3rd/4th semester);
- Reorganization of BONy website (4th semester) for commercial aims.

The Exploitation Plan shall be organised in a very similar way to the Dissemination Best Practices Report (index by INK, Partners' contribution, final drafting).

Press releases, written in English by PMF and communicating project progress and results, shall be organised in specific times during project duration (schedule proposed: inception, mid-term and final release) with the contribution of all Partners.

During the 2nd year, it was proposed that PMF shall also produce a promotional brochure about the project content, which will be used by Partners for advertising in own countries.

A BONy final event shall be organised during the 3rd and 4th semester in order to promote at a wider EU scope the project and its final product among end-users, decision-makers and service/product providers. More details on the matter shall be produced later on by INK, responsible for Exploitation activities.

During the discussion it was also highlighted that ALL BONy communications shall always have EU referencing (EU logo, Funding Agency logo).

To summarise dates set up so far:

- Jan 08: BONy logo and Website;
- Jan 08: First BONy Press Release by PMF;
- 15/02 + 10/03: Best Practices needs analysis and SWOT;
- 15/03/08: Exploitation Plan Index by INK & PMF;
- 21/04/08: Partners send back their contributions on Exploitation Plan;
- 19/05/08: Final Exploitation Plan to be reported by INK;



- Jan 09: Mid-term Press Release by PMF;
- Jan-Mar 09: Production of Promotional Brochure by PMF;
- Nov-Dec 09: Final Press Release by PMF;
- 3rd-4th Semester: Final BONy Event in Brussels.

BONy Logo

It was presented by PMF graphic designer, who illustrated the various options. Partners all agreed on some elements that the logo should have: EU and Partners flags (and possibly also of other European Countries), waves representing the Wi-Fi connection, 'puppets' representing people in a social network. The Logo should have an immediate impact so it shall be straightforward, easy to remember and to visualise, clear in colours but black & white, and also in small or big dimensions.

More graphic options shall be overviewed during January 2008, until final version is chosen among Partners.



Consortium Agreement

It was illustrated by M. Manente by PMF, who explained the various points included in the contract, and gave the choice of two versions – 'One to Many' and 'One to One'. Partners established to sign a 'One to One' Agreement.

From the discussion on the various Agreement Articles, the following issues arose:

- *Articles 3 & 4/ Obligations of the Contractor & the Partner:*
all Partners agreed that Intellectual Property needs to be regulated among Consortium Partners, who shall therefore sign a separate agreement on the matter;
- *Article 5/ Financing:*
it was further clarified that expenditures can be proved to the Agency through all invoices and/or through a Per Diem, depending on the nature of the company regulations, and that VAT cannot be charged in EU contribution;
- *Article 7/ Payments:*
the regulation 7.3 was rephrased as follows: "Any revenue generated by the project and received by the Partner within the project duration shall be declared in the financial statement and shall limit the Community financial contribution to the amount required to balance revenue and expenditure [...]";
- *Article 9/ Reports:*
the deadline for the Interim Report was discussed (it shall be checked with the Agency - is it a strict date or flexible, according to project implementation progress?) as if 70% of funds



are spent before, then probably the Report can be produced in advance in order to request the 2nd fund instalment. Although the dates in the article remained unchanged, Partners also advanced the option to re-arrange a 'private date', in order not to change the deadline with the Agency.

Final Brainstorming, future works and next meeting

Partners decided that the next meeting shall be organised in Greece, at IDEC SA headquarters, around the end of May 2008 (week 26th-30th – to be confirmed), when project progress will be analysed and more ideas and decisions on Exploitations shall take place.

Q&As: no further discussions.

AOB: None.



Actions Points

WP1 “Overall Management”

- Jan/08: Setup of dot.project, project management web-based software
- Jan/08: Setup of BONy-Wiki
- Jan/08: acquisition of BONy web domain
- Jan/08: Set up of VideoCall meeting, web-based video-conference and web-seminar platform

WP2 “PCM Course Content Development”

- 21/01/08: 4system Polska shall produce a course index for Partners to assess;
- 28/01/08: Partners shall provide 4system Polka with their feedback on index, and decisions about the course content;
- 28/01/08: 4system Polska shall communicate the course nature (lessons, questions, tests, case studies, etc.) and format to all Partners, establishing the amount of content in order to divide tasks;
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- Dec 2008: assessment of e-contents;
- Jan-Mar 2009: re-scheduling of WP2-sub C.

WP3 “Research and Technology Transfer”

- End of Jan: creation of a WIKI page;
- End of Mar 2008: draft version of the State of the Art;
- Apr 2008: feedback from Partners expected (4system Polska is experienced in this sector);
- Jun 2008: final version of State of the Art;
- Jul-Dec 2008: Development of Core Ontology in English;
- Jan-Jun 2009: Development of Core Ontology in 10 languages.
- Oct 08-Jul 09: Experiments in AI technologies for BONy
- Jul 08-Aug 09: State of the Art in Social Network Analysis.
- Sep-Dec 09: Assistance activity for Technology Transfer (advising role)

WP4 “Software Integration and Technology Development”

- Nov 08: English Content Integration;
- Dec 09: English Content assessment and eventual modifications;
- Mar-Jun 09: 10 languages Content translation, provision and integration;
- Apr-Sept 09: development of PDA phone communication protocol;



- Oct-Dec 09: Beta Test.

WP5 “Project & Outcome Quality Evaluation Plan”

- Jun 08 + Dec 08 + Jun 09 + Dec 09: management & activity reports on quality management procedures;
- Dec 08: Assessment of test-group/pilot e-course English version
- Dec 08 + Dec 09: ad interim evaluation of project and outcomes;
- Dec 08 + Jul-Dec 09: all BONy data collection;
- Jan 08 – Dec 09: project outcomes quality assurance & evaluation of final product.

WP6 “Project Dissemination”

- 21/01/08: Best Practices Report index by INK (with PMF);
- 15/02/08: Partners' feedback;
- 29/02/08: BP Report provisional draft;
- 10/03/08: Final BP Report;
- 29/09-03/10/08: EKAW in Acitrezza, Catania.

WP7 “Project Exploitation”

- Jan 08: BONy logo and Website;
 - 15/02 + 10/03: Best Practices needs analysis and SWOT;
 - 15/03/08: Exploitation Plan Index by INK & PMF;
 - 21/04/08: Partners send back their contributions on Exploitation Plan;
 - May 08: First BONy Press Release by PMF;
 - 19/05/08: Final Exploitation Plan to be reported by INK;
 - Jan 09: Mid-term Press Release by PMF;
 - Jan-Mar 09: Production of Promotional Brochure by PMF;
 - Nov-Dec 09: Final Press Release by PMF;
 - 3rd-4th Semester: Final BONy Event in Brussels.
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