DELIVERABLE

Project Acronym: **EUscreenXL**

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Project Title: **EUscreenXL, the pan-European audiovisual aggregator for Europeana**

D1.3 Project communication platform

Revision: **Final v3**

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Dissemination Level		
P	Public	x
C	Confidential, only for members of the consortium and the Commission Services	

DOCUMENT INFORMATION

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HISTORY OF VERSIONS

Version	Date	Status	Author (organisation)	Description/Approval Level
0	08/05/13	First draft	Quirijn Backx (UU)	
1	09/07/13	Draft	Quirijn Backx and Erwin Verbruggen	Input Erin Verbruggen (NISV)
2	11/07/13	Final draft	Quirijn Backx and Erwin Verbruggen	Reviewers
3	19/08/13	Final	Quirijn Backx and Erwin Verbruggen	Eggo Müller (UU) en Johan Oomen (NISV)

Statement of originality:

This deliverable contains original unpublished work except where clearly indicated otherwise. Acknowledgement of previously published material and of the work of others has been made through appropriate citation, quotation or both.

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BASECAMP

This deliverable facilitates open, fast and effective communication between all project partners. It enables partners to store and share all important information regarding the deliverables of the project and allows for open discussions about the progress of the project.

For EUscreenXL we have chosen Basecamp as our main means of communication. This platform was used in EUscreen as well and has proven to be very effective. Previously communication took place via email but with the expansion of the consortium more errors occurred and there was an overload of messages which did not improve the communication. Other options were explored but did not provide the advantages that Basecamp has. Additionally the majority of the EUscreen consortium was already used to this platform.

We have made a number of changes to the platform, based on comments and feedback from the project consortium. The two main complaints were that:
1. The status of certain developments wasn't always clear;
2. Certain members felt overwhelmed by the amounts of project information going back and forth over the e-mailing list.

Basecamp allows you to post messages with or without attachments, select who you want to be notified so that you target your message and there is a calendar function for all meetings and events. Additionally there is writeboard option to make references and notes. We will make full use of these functionalities and have set up a separate project space for each work package. Each work package is visible to all project members – except for the PMB project.

Please find screenshots of the working environment below. For full use of the platform, we refer to the D1.2 Project Handbook, chapter B14 Communication.
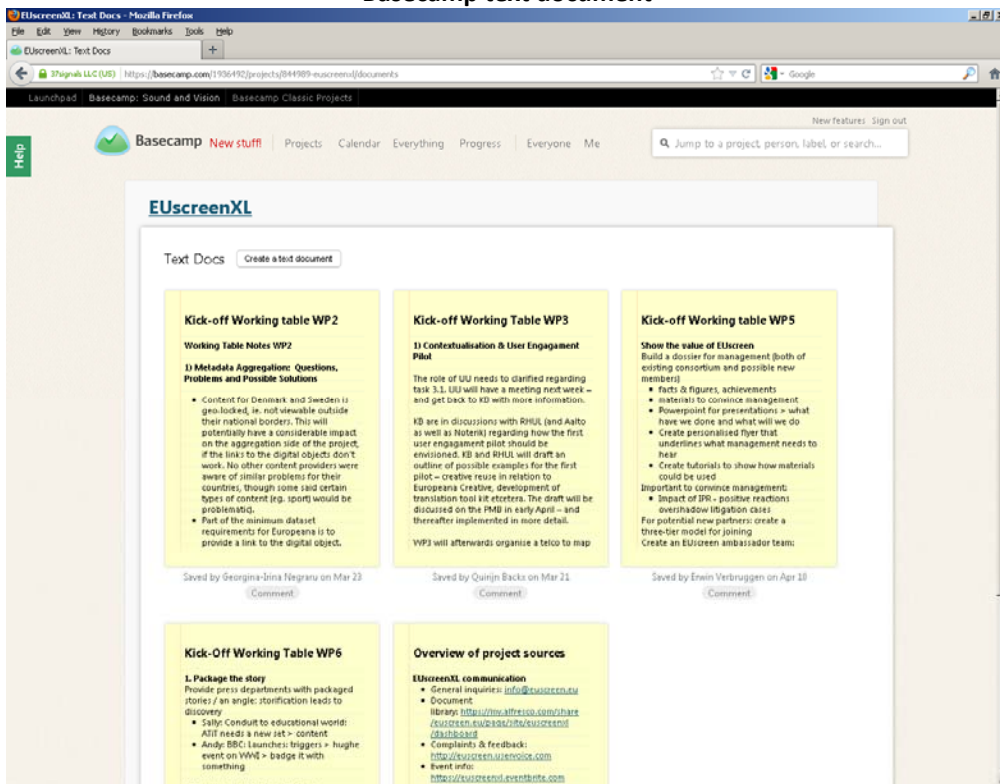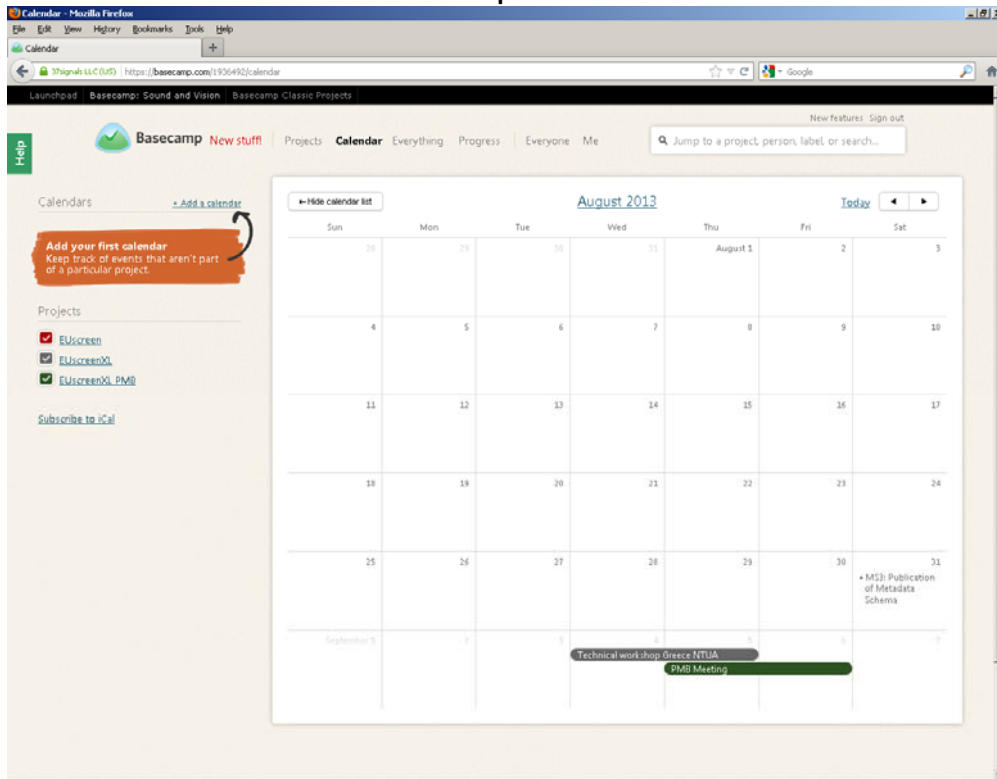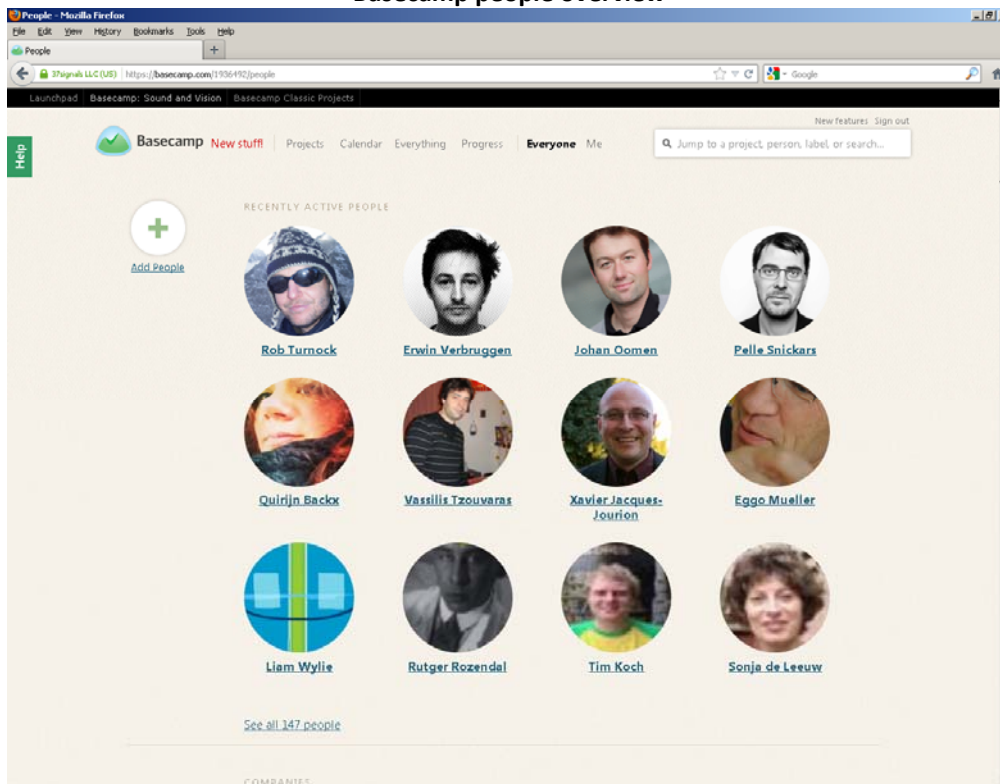
Basecamp project welcome
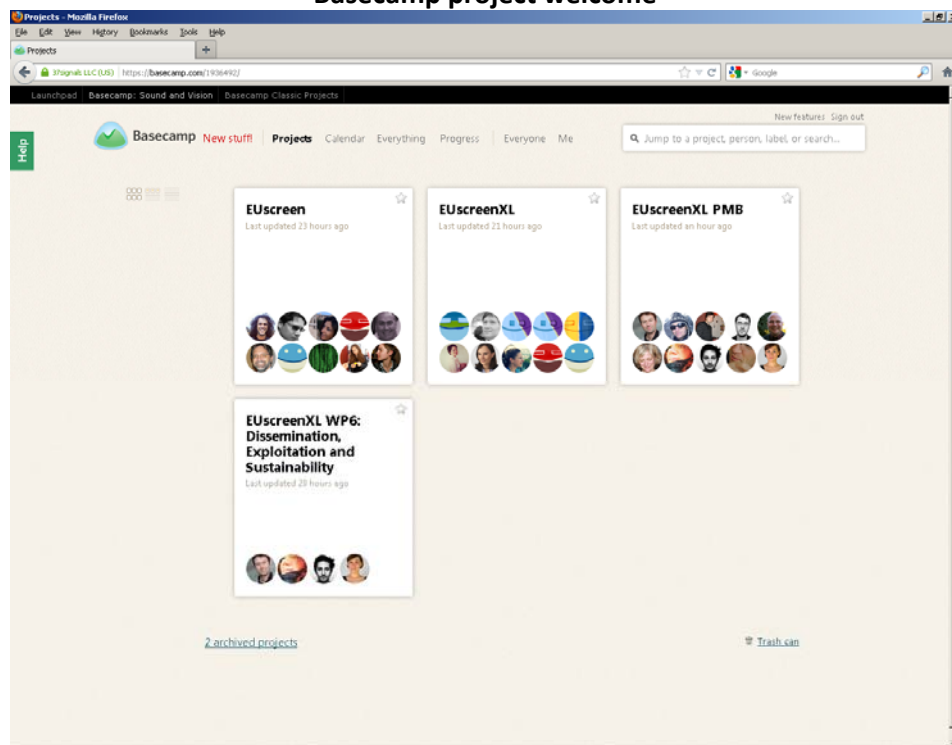
Basecamp progress
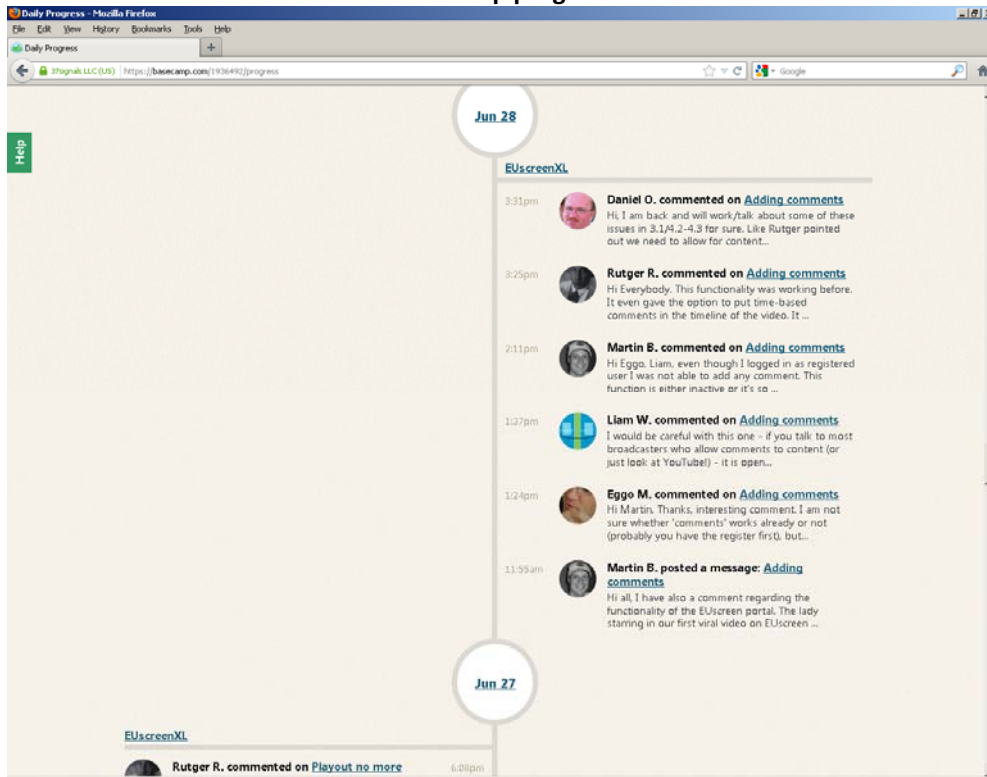
Basecamp text document

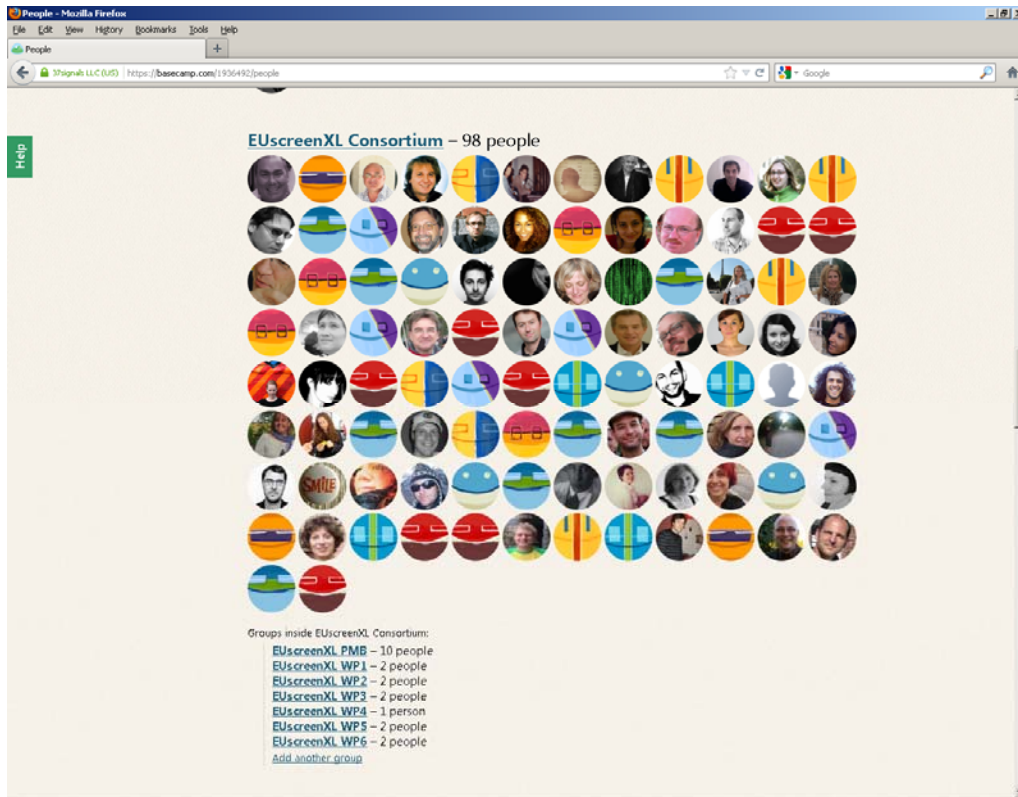**Basecamp calendar**

Basecamp people overview

The EuscreenX: Basecamp platform is hosted by Netherlands Institute for Sound and Vision.

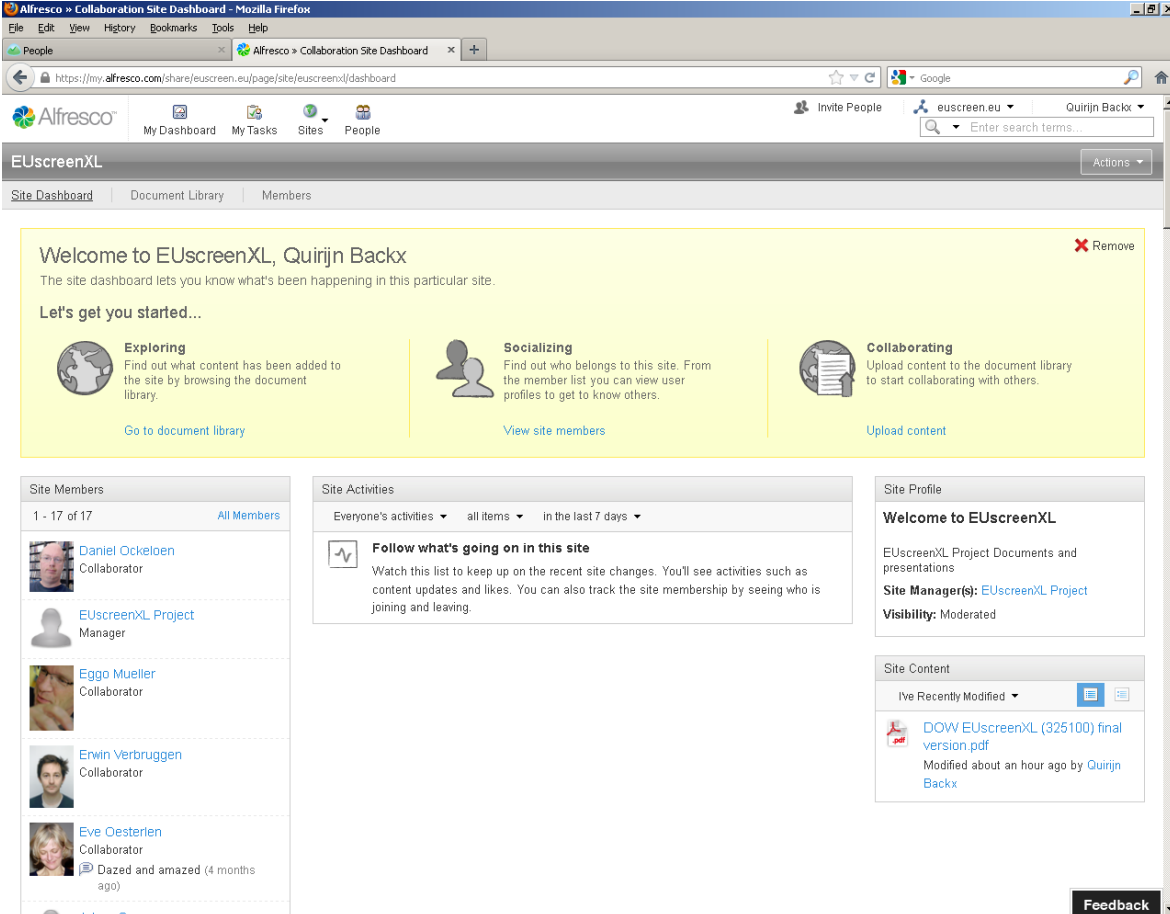https://launchpad.37signals.com/basecamp/1918610/signin

ALFRESCO

Basecamp is a proven project management and communications platform and is quick for sending documents and files back and forth. Retrieving the right version at a later stage is however more challenging. Documents can be searched in Basecamp but it is unclear which version you are dealing with and therefore Basecamp did not meet the option to structure a document library. Therefore the project makes use of the open source document library platform Alfresco, which is already in use with some of the partner organisations. The document library allows for the organised storage of project images, documents and deliverables. It also allows for easy and rapid file sharing, publishing documents on the blog, etc.

We currently use the cloud version of the software and are investigating if at a certain point In the project's progress we need to host a locally installed version of the open source software. It facilitates single sign-on and richer user profiles. Until that time we will be making use of the SaaS version of the software.[1]

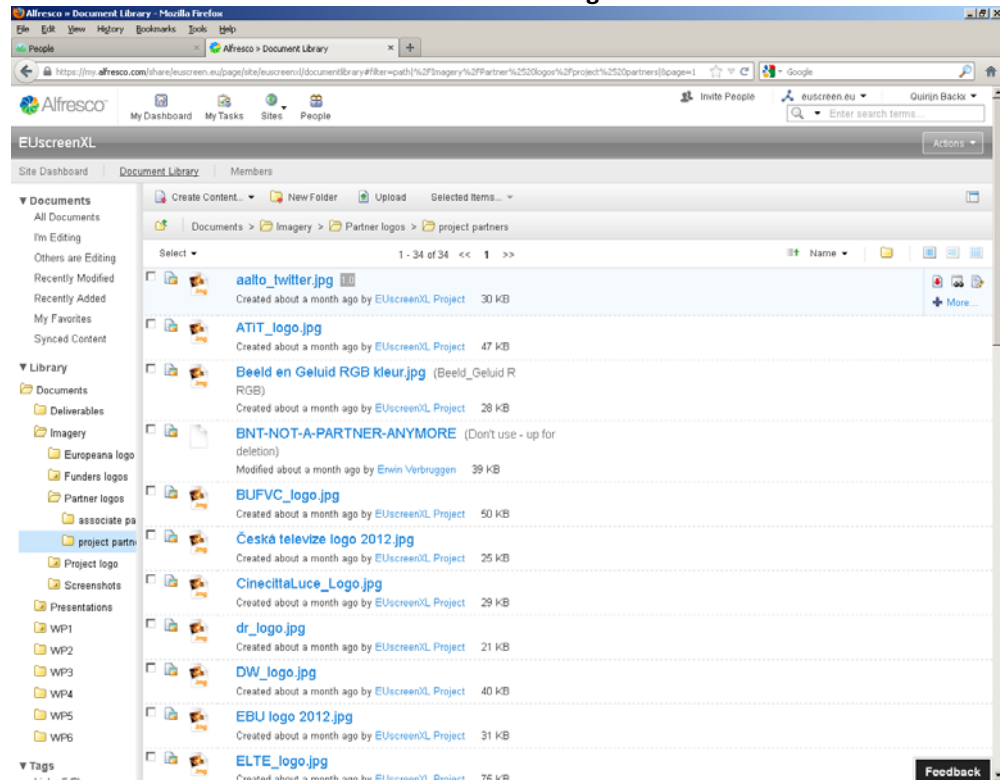Please find screenshots of THE DOCUMENT LIBRARY below.

Site dashboard

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[1] https://my.alfresco.com/share/euscreen.eu

Document Library
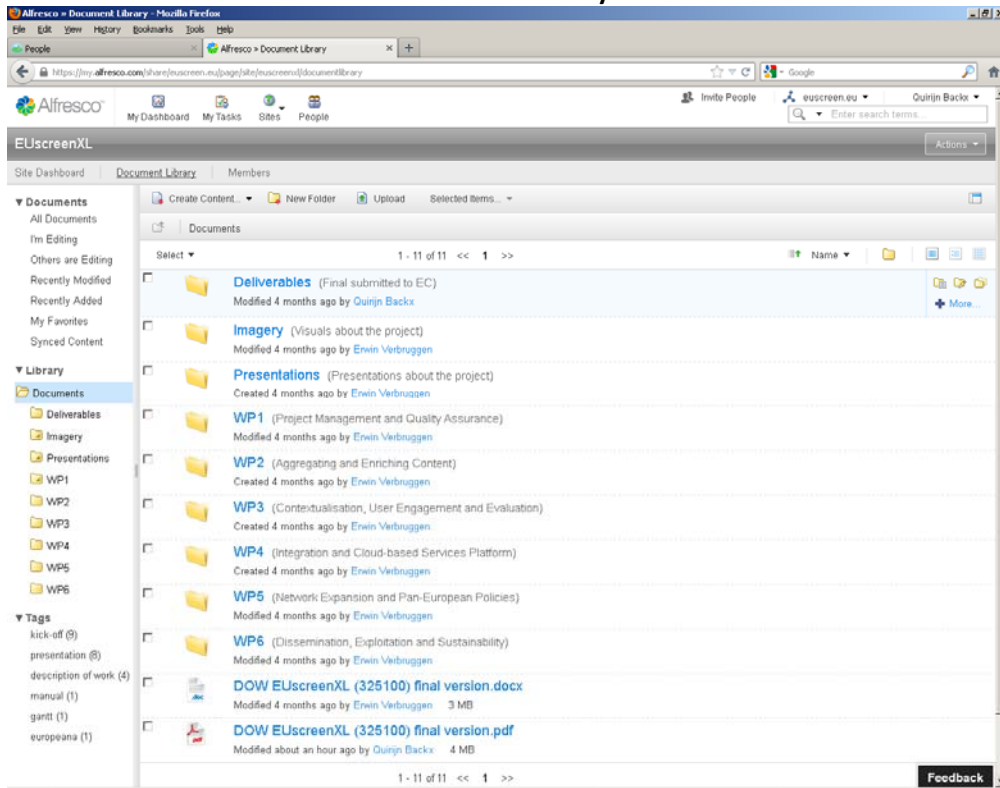
Folder Partner Logos

Edit properties

Sharing functionality