REGNET-IST-2000-26336
Trimonthly Report

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Objective	Trimonthly Report			

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1 Identifications

The list of active tasks in the reporting period, with the involved partners (the Task Leader in bold type) are detailed.

Task	Task Description	Involved Partners	Start Date	End Date
2.3xt	Set-up of the Legal Framework and Partnership Model (Extension)	**AIT** IAT ICCS TINC	2002-04-01	2002-06-30
2.4xt	Business Process (Re-)engineering (Extension)	AIT IMAC MUS ICCS **VALT** TINC	2002-04-01	2002-06-30
2.5xt	Market Preparation (Extension)	AIT ONB **IMAC** TARX ICCS TINC	2002-04-01	2002-06-30
3.1	Validation of the REGNET-Demonstrator	ONB **IMAC** SUL LMG NRM KVA TARX MECH MUS ALI IAT GRAN ICCS ZEUS VALT	2002-04-01	2002-08-31
3.2	Preparation of the Demonstration Phase	AIT ONB IMAC SUL LMG NRM KVA TARX MECH MUS ALI IAT GRAN ICCS ZEUS **VALT**	2002-04-01	2002-08-31
3.3	Implementation of the version 2 of the REGNET system	AIT SR IMAC TARX MOT **ZEUS** SI CERT VALT	2002-04-01	2002-08-31
5.1	Development of a Technology implementation plan (draft)	AIT **MOT** SPAC CC IAT ZEUS VALT TINC	2001-04-01	2002-03-31
5.2	Development of a Technology implementation plan (final)	ONB IMAC TARX MUS **MOT** CC ICCS VALT	2002-04-01	2003-03-31
6.1	Information Dissemination	AIT ONB SR IMAC SUL TARX MUS MOT **SPAC** CC IAT ICCS ZEUS VALT TINC	2001-04-01	2003-03-31
7.1	Project Management	**AIT** ONB SR IMAC SUL TARX MOT SPAC IAT ICCS ZEUS SI CERT VALT TINC	2001-04-01	2003-03-31
7.2	Quality Assurance	**MOT**	2001-04-01	2003-03-31

2 Achievements

Task	Achievements
2.1.1	**Cataloguing and Digitising**

ALI

Workshop in Lugano 04-06 June 2002 : "User-Centred Product Creation Workshop (IST-Vnet5)": user test technique; methodologies for testing web services and web sites. Presentation for the meeting in Sofia - Bulgaria (RN_sofia_ALI.ppt). User group analysis and definition (RN_WP3.1v02_usergroups_ALI .doc).

CC

Musei Capitolini has provided the Italian version of digital contents (tour d'Horizon and four themes) – May.Museo degli Argenti has finalised the Italian version and produced a full translation in English of all its contents (tour d'horizon and three themes) – May. Consorzio Civita has attended few meetings with Musei Capitolini's director in order to solve problems related to property rights of digital contents provided. In June Consorzio Civita has received a formal acceptance in transferring multimedia contents from Museum's director – June. Participation (4 days) to the Sofia meeting where CC has presented the finalized work of content production – June.

IAT

Digitising, correction and enhance of CH objects provided by GRAN.

2.1.2	**Thematic Content Production**
	MUS
	Further work was carried out on the different themes. The offline records in Word were transformed in the new Excel format and new texts were entered in Excel as well.
	GRAN
	Translation of the collection INcívics' files in English and Catalan. Finalised. Elaboration of the templates in order to add the databases of the collection. In excel format. With the help of TARX. Finalised.
	Second phase of the legal framework. Signature of the adhesion letter of the participants agents (artists and galleries) to the project. Signed at the end of the past May.
2.3xt	**Set-up of the Legal Framework and Partnership Model (Extension)**
	AIT
	Finalisation work on the fifth version of IR2.3 and work on the next version v06. Task coordination and report integration. Work on establishing the Cultural Service Centre Europe EEIG. Establishing and editing of the contract of formation for the EEIG. Legal information work on registration procedures and preparation work for future business activities.
	The Cultural Service Centre Europe EEIG has been established with its registered office in Austria on the 21st of June 2002. Its legal registration number is: FN223415b. The final contract of formation can be found in D6v02. The EEIG will start a first round of entrance for new members till the end of this year. The main aim is to provide an umbrella organisation for the new established CSCs all over Europe, and to also integrate important strategic partners and major REGNET supporting partners.
	IAT
	Since our contribution was sent in January of 2002, and without any other new instructions, we have reduced our task to a follow up of the contributions of the other partners.
	ICCS
	Assessment and adaptation of the organizational form "European Economic Interest Group" (EEIG) and the establishment of Culture Service Centre in Bulgaria. Estimation of the requirements and negotiations for cooperating with EEIG.
	The allocated work will not be charged by the REGNET budget and it is performed by ICCS group on free.
2.4xt	**Business Process (Re-)engineering (Extension)**
	AIT
	Further contributions to the workflow in the archive domain. IR 2.4 was completed and integrated into D6.
	ICCS
	Estimation of the EEIG activities over the predefined services performed by CSC. Corrections in the business processes are undertaken. The allocated work will not be charged by the REGNET budget and it is performed by ICCS group on free.
	VALT
	Continuation of the object analysis of selected Use Cases from Business Processes
	Preparation for deployment into ebXML registry
2.5xt	**Market Preparation (Extension)**
	ONB
	ONB as part of the "steering committee" evaluated Market preparation results as provided by TINC
	IMAC
	Survey on several European Markets in the domains of archives, museums, libraries, galleries. Analysis of the competitive products. Development of a core marketing strategy (evaluation of contributions by partners, synthesis of results, developing further guidelines). Coordination of task/contributions. Interim reports for D6.
	TARX
	Gathering all information resources concerning the marketing issues as stated in the templates delivered by IMAC (telephone- and personal contacts with key persons in Flanders and Brussels Belgium, Internet, relevant publications). Study of the cultural market situation in Flanders and Brussels Belgium and delivery of a report on the subject. Overall study of the REGNET-competitor field, detailed study of the three most relevant competitors world wide and delivery of a report on the subject. Summary of the used pricing schemes in the areas addressed by REGNET.

	ICCS	
	The materials and stuff available from the previous task period have been adapted to the market plan, check list and the recommendations, guided by the task manager. The allocated work will not be charged by the Regnet budget and it is performed by ICCS group on free.	
3.1	**Validation of the REGNET-Demonstrator**	
	ONB	
	In preparation of the validation of the REGNET system, ONB identified possible test user groups and users	
	IMAC	
	Clarification and preparation of task, production of task brief WP 3.1. General task management: information of partners, distribution of reminders, collecting/reporting of contributions (user group descriptions, test results), answering of questions regarding the practical work esp. support of partners in carrying out the different tests (email/phone). Preparation of validation concept and concrete test materials (questionnaires, scenarios, heuristic). Definition of reporting procedures and forms. Finalisation of D4 (related to WP 2.1). Preparation of IR3.1/D7 (structure, additions to already prepared validation concept as the basis for the final report).	
	For Project Management Meeting/Project Team Group Meeting Content Providers in Sofia (2002-06-24 to 2002-06-26) see WP 7.1.	
	SUL	
	Work on validation and preparation for demonstration was started. Translation into Swedish of system	
	KVA	
	Work started on validating different aspects of the REGNET system. Uploaded data was checked. This process will continue after summer holidays.	
	TARX	
	Validation of the off line data entry system in close collaboration with GRAN, MUS and MECH. Validation of the topic map data entry system with CERT and SI at the technical side and with ONB and MECH at the content side.	
	MECH	
	Full validation of the off line data entry system through adaptations of previous entered items and additions of supplementary items. First phase of the validation of the search and retrieval system concerning the MECH museum. Conceptual validation of the SAINTS topic map as defined by TARX.	
	MUS	
	Validation of the REGNET-Demonstrator. The different test documents were studied and remarks were given on certain aspects of the documents	
	CC	
	Contribution in the Portal Internationalisation (multilinguality and eProcurement internationalisation) – June.	
	Selection of specific test users (direct contacts) for end user validation phase – June. Analysis and selection of items to be included in the REGNET portal Heuristic test – end of June. First study of the Tools assigned to CC for the validation phase – end of June.	
	IAT	
	Organization of user group involved in task 3.1. Realization of "Card Sorting Experiments" at request of IMAC.	
	GRAN	
	Identification of the possible test user groups and users within our organisation: Experienced users with the project. Experienced users with computers. With no experienced users with the project and computers (outside of the organisation). Card Sorting experiments done. In process the e-publishing tests.	
	ICCS	
	Validation work has been done for the subsystems: Portal , Search and Retrieval and Auction. Functional and Usability tests, content and performance have been accessed for these subsystems. Checks for navigation, orientation, interaction, exchange of information, quality of information, location and access to the system have been validated for usability requirements. The functional tests check the proper operation of the subsystems. The content objects have been verified according to the text and image presentation. Contributions to Task 3.1 have been done.	

		ZEUS
		ZEUS has actively contributed in the validation of the REGNET demonstrator and more specifically with the E-Business part of the REGNET System. The main emphasis was to identify whether the REGNET services satisfy the needs that were expressed by the content providers and if the quality of the aforementioned E-Business services are above the standard that was established at the beginning of the project. The following subsystems were validated by ZEUS Consulting S.A.: E-Shop Auction System Product Catalogue Management E-Business. The results that were occurred by the validation phase guided ZEUS to specific changes of the subsystems.
		VALT
		Installation and test of modules. Definition of technical unit test . Set up of hosting material.
		NRM
		Validation and preparation of the Demonstration Phase.
3.2	**Preparation of the Demonstration Phase**	
		AIT
		The main activity in this task is to set up the infrastructure for the demonstration phase. This included the transformation of databases into the REGNET internal data structure. All the contributions from the content providers where reviewed and mapped into the common internal data structure by the means of XSLT processing. The whole process of data transformation was accomplished by the means of a small "Data Transformation Toolbox" developed especially for this task. Databases imported for the demonstration phase are from the following partners:·Austrian National Library·City Museum of Mechlen·Royal Swedish Academy of Science·Bildarchiv Austria·City Museum of Granollers·Themes contributions from Alinari, Consorzio Civita, Stockholm University Library·external test databases (Dorfmuseum Feldbrunnen, COINS databases)Demonstrators for the REGNET Portal, REGNET Data Entry and REGNET Search & Retrieval components were set up. For components developed by AIT (Data Entry, Search & Retrieval) Guidelines for the content providers were provided.
		ONB
		Together with AIT, ONB implemented the concept for integration of commercial ONB picture archive services into the REGNET system (picture orders)
		IMAC
		Preparation and clarification of task. Preparing CSC template (Region 1b).
		SUL
		Work on validation and preparation for demonstration was started. Translation into Swedish of system
		LMG
		Photographing objects for the "Saints" database was the main achievement for this period.
		Managing the databases, the "Saints" and the Shop database has also been done.
		NRM
		Validation and preparation of the Demonstration Phase
		KVA
		Discussions were initiated with SUL on how to perform the demonstration phase.
		TARX
		Based on the concept delivered by MECH, TARX developed a first version of a guided city tour "Faydherbes' tracks in Mechlin" with the multimedia package Director of Macromedia, the REGNET data base and related music themes. Dutch translation of a set of REGNET modules in collaboration with MUS.
		MECH
		Setting up of the general concept of a guided city tour around the theme "Faydherbes' track in Mechlin". It concerns here the pieces of art and architectural realisations of the Mechlin artist Faydherbe throughout the town. Generation of supplementary items such as city maps and church ground plans with references to the described objects and buildings as support for the already delivered images and texts of the REGNET database. Generation of content related to some churches in Mechlin as foreign or third party collection to the MECM Museum one. This will serve as support for the "Torens aan de Dyle" concept, an initiative to disclose the treasures of the Mechlin churches.
		MUS
		Preparation of the Demonstration Phase. For the Museon testgroups were established and the role of each participant was explained: RN_WP3.1v01_usergroups_MUS.doc. Preparations were made as to be able to fulfil the testing and demonstration needs for the REGNET system. Museon contributed in the translation activities of the filed names etc.

	ICCS Preparation of CSC centre for Bulgaria. Inclusion of database content in the e-shop ZEUS. Preparation of content for a database for search and retrieval. **ZEUS** ZEUS Consulting S.A. actually provided significant effort to the preparation of the demonstration phase. The main purpose was to ensure that the system is able to handle real data from the content providers and to ensure the transparency to the end user. The main responsibility of ZEUS was to prepare for the demonstration phase the following subsystems: E-Shop Auction System Product Catalogue Management E-Business **VALT** Task management: definition and synthesis of CSC template
3.3	**Implementation of the version 2 of the REGNET system**
	AIT Based on the Technical Group Meeting in Graz (18th and 19th of March 2002) and Turin (14th and 15th of Mai 2002) several refinements to the Data Entry component and the Search & Retrieval component were added. The main effort in this task was to build an experimental Web-service to be able to integrate MySQL databases as database system into the REGNET system. Up to now only TextML server was supported as internal database system. The prototype of the Web-service for MySQL databases shows a way to open up the system for other database systems. **SR** Redesign of Publishing Component due to recent integration requirements·Storyboard implementations (location based, time based)·Integration of other REGNET components (Search & Retrieval, Ontology)·Debugging of Prototype·Set-up of presentation environment Compability test for the publishing component·Documentation of the Electronic Publisher·Electronic publishing investigation – flash·Analysis of 3rd party products·Multilinguality implementation, resource bundles implementation·Preparation of Luxembourg meeting·Design, implementation and integration of Region Editor· Preparation of SMIL-Presentation Swiss-Air·XLS – enable multilinguality and XML label lookup functionality· Realisation of the demonstration CD-ROM for the Regnet-Review·Setting up and debugging of internal project server·Internationalization of Regnet·Ontology integration errors, s&r errors, Workflow change, integration of code additional functions·Preparation of demonstrator·Integration of Publishing Portal ·Documentation of user manual·Packaging of publishing component· Finalisation and documentation of IR2.2·Discussion of further development and integration of proprietary commercial products **IMAC** Clarification and preparation of task. All tasks within WP 3.3 are strongly related to WP 3.1 (under the testing point of view); the following issues belong to 3.1 according to task brief: preparation of a concept for technical testing - to be handled by technical partners, developing of test cases for functional testing,, portal internationalization (coordination of translations, translation into German). General coordination of testing by content providers and technical group. **TARX** Adaptive development on the off line data entry system based on the feedback of the content providers In addition of the on line topic map data entry system an off line system was developed in order to cope with a flexible and fragmented approach of topic map items **MOT** Documentation: sent contributions for the Interim Report 2.2. Prepared and released the Task Brief 3.3.Portal architecture: reviewed the Portal architecture. Designed and agreed with the technical partners the Multi Portal architecture. This architectural change implied some changes into the Portal kernel. Multilinguality: identified bundles to be translated and languages to be supported. Gathered and integrated translated bundles. Modified and adapted the kernel of the Portal development tool. Developed the code necessary to support the language change as well as a localized interface for the Portal.User profile management: collected feedbacks about the set of user information to be managed by the Portal and by the others applications. Updated the set of information to be maintained in the user profile file (XML file) and the set of possible REGNET users (roles). Refined together with CERT the Ontology SOAP Interface. Developed the new user authentication and registration mechanism. Developed the integration layer necessary to synchronize the users' information maintained by the Portal with those stored into the Ontology repository. Developed the registration and authentication process and integrated the new SOAP Ontology interface. Adapted the user registration account forms to the REGNET needs. Ergonomic: analysed the WAI (Web Accessibility Initiative) Guidelines and adapted the Portal layout to the WAI guidelines of level 1. Removed the frameset structure and improved the Portal layout.WAP Portal: analysed and integrated the WAP Search utility developed by AIT. Integrated the display of some wbmp images. Regnet Portal version 2: released a new version of the Web and WAP Portal. Provided support to the partners for the Portal installation.Meetings: organized and conducted the meeting hosted in Turin. Participation to the Sofia meeting.Review meeting: prepared the contributions for the Review Meeting.

	IAT Translation of e-Procurement terms provided by VALT. Translation of e-Procurement terms provided by SR. Translation of Portal terms provided by MOT. **ZEUS** ZEUS is responsible to ensure the proper implementation of the 2nd version of the REGNET System. All components of the System are being tested on a functional level and of technical level to ensure the desired results. The main aspect is to prepare the 2nd version of tools and to ensure the proper integration of the different components. ZEUS is also responsible to prepare and deliver the 2nd version of the following tools: E-Shop Auction System Product Catalogue Management E-Business **SI** SI implemented the final version of the 2D interface of the Topic Maps. The Topic Map navigation engine was developed using open source technologies (TCL, PHP). The application was set up in a server at SI and it was accessible to all partners for evaluation. SI was responsible for the development of the EDIT component. SI had close communication with SR who was the Task leader in order to clarify various issues that arose during the development of the EDIT component. Finally, the EDIT component was developed using Java technologies and it was available to the Consortium for evaluation. The EDIT component meets all the requirements identified during the specification process. It accepts the search & retrieve results in XML format and allows the user to edit (remove) the records she/he does not want to publish and also filters the result set. Then a new refined XML file is sent to the Electronic Publisher. The application is accessible at: http://www.labfuture.net/regnet/edit/edit.html **CERT** CERT has worked on improving the functionality of the Topic Map Generator tool for supporting the Topic Map data entry for the Regnet content providers. A completely new – more user friendly interface - was developed, which supports features such as multiple scope elements for one occurrence, multiple occurrences for one topic, multiple basenames and scopes for one topic, multiple instances of a topic, "Edit" and "Delete" topics and "Edit" and "Delete" associations. CERT has also developed and validated SOAP based classes for the communication of all other Regnet modules (portal, electronic publisher, search system, etc.) with the Ontology Knowledge Base. New features of the SOAP interface were supported for data exchange between Ontology, Portal and ePublishing. **VALT** Design and development of the following modules: eProcurement, Java/eShop, delivery. Validation and integration of the different modules through the Regnet Portal. Deployment of the system into Valtech's Internet available machine. Deployment of an ebXML registry
4.1	**Execution of the Demonstration Phase**
	ICCS Demos functions are implemented on the CSC Bulgaria : http://www3.iccs.bas.bg
5.1	**Development of a Technology implementation plan (draft)**
	IAT Contacts with some firms/organizations to get information about social, scientific and commercial use of REGNET services. **ZEUS** Contribution was made by ZEUS to the development of the updated version of Technical Implementation Plan and IR 5.1
5.2	**Development of a Technology implementation plan (final)**
	TARX The first confidential internal report on the future strategy was further worked out with the results of the study and report delivered in task 2.5. **MOT** Updated the partners related information and contacts. Prepared presentations for Sofia meeting and Review meeting. **ICCS** Description of ICCS plans concerning dissemination results and their application plans for technical development, training and expertise, B2B relations The documents have been sent to the Task leader.

6.1	**Information Dissemination**
	AIT Presentation of REGNET at the Cultural Heritage Round Table of the Austrian federal ministry on the 23th of April 2002. Attendance and presentation of REGNET at the RLG meeting (Research Library Group) on the 24th of April 2002 at Amsterdam. Possible project cooperation between the recently established Steinbeis Transfer Centre, for information management in cultural heritage informatics on the 25th of April 2002 at Stuttgart. Presentation of the REGNET project during the DLM-Forum and scientific committee meeting on the 7th to the 8th of May 2002 at Barcelona. Presentation of REGNET at the Cultural Heritage Round Table of the Austrian federal ministry on the 21th of May 2002. Preparation work and presentation of REGNET at the Austrian National Information Day on the 13th of June 2002, at Vienna. Contribution to the IR6.1 (new filled in template: RN_T61v03_diss_templ_ait). **ONB** Presentation (lecture) of ONB and REGNET activities at the European Conference (National Representatives Group Meeting) in Alicante/Spain: "Good practices for digitisation of cultural contents" from may 16th to 17th 2002. **SR** Presentation of idea and concept as EU-project in the Austrian Science Week 2002, 7th to 15th June Presentation at meeting of the regional "digital media cluster-salzburg"·Update of project on SR website **IMAC** Finalising of a publication for the VMS Bulletin (Publication date: 2002). Preparation of an abstract for the call for papers "EVA Tagung 2002". Preparation of presentations, demos, e. g. text for REGNET Public Web Site. Reporting for IR 6.1. **TARX** TARX and AIT attended the Information Day of RLG, Research Library Group (USA) in Amsterdam. Most of the day was spent on open discussions concerning Cultural Heritage strategies, commonalties and co-operation potentials with REGNET. Meeting with IWT Flanders, the Institute for Innovation through Science and Technology. The discussion pertained mainly to possible initiatives in Flanders characterised by technological innovation in the cultural sector. Explorative contacts with a regional printing service and a translation bureau for potential collaboration in the REGNET service structures **SPAC** The third updated version of IR6.1 (version 04) has been produced in June 2002. The document presents and analyses the dissemination activities carried out by the consortium during the period 1st February 2001 – 30th April 2002 (months 11-13). The document also provide a program of foreseen activities, as reported by the partners. WP6 achievements have been shortly discussed during the Sofia Consortium meeting by ppt presentation. **ALI** Dissemination : in Lugano 04-06 June 2002 (RN_T61v01_dissemination_ALI01.doc). Brochures printing and distribution. **IAT** Contacts with some cultural entities in order to organize meetings and events about the services that Regnet offers. **ICCS** Dissemination activities: - Paper in a journal has been published : T.Stoilov. Distributed Data Search in the Project REGNET, Journal "Automatics and Informatics", No2, 2002, p.63.- Presentation of REGNET on International Conference K.Stoilova, T.Stoilov. The Project REGNET – a Network of Information Services and Service nodes. International Conference, 30 May-1 June 2002, Plovdiv, Bulgaria (Proceeding to be appeared in Bulgarian). - Presentations of REGNET on International Conference K.Stoilova, T.Stoilov. E-Services in the Network of Service Centers REGNET. Conference on Informatics and Business management, 13-15 June 2002, Varna, Bulgaria (Proceedings to be appeared in Bulgarian). M.Tzenov. E-Shop in REGNET project. Conference on Informatics and Business management, 13-15 June 2002, Varna, Bulgaria (Proceedings to be appeared in Bulgarian).- Presentation of REGNET on International Conference K.Stoilova, T.Stoilov. Application of Z39.50 Protocol for Distributed Search in REGNET Project. Conference Computers, Systems, Technologies-ComSysTech'2002, 20-21 June 2002, Sofia (Proceedings to be appeared).

		ZEUS Contribution was made by ZEUS to the new version of IR 6.1 regarding the dissemination activities of ZEUS Consulting. ZEUS has also progressed with the development of a web site for REGNET project. The web site is established under ZEUS's Consulting web server. The site is partially finished and few changed will be made until the end of this Work Package. ZEUS has also made several contacts with Greek Museums, libraries and galleries for the development of REGNET's Greek Regional Pole and has already secured their contribution and their interest for participating into REGNET's system. At the moment ZEUS is making contacts with museums, galleries and libraries from other countries established in the Balkans, which can also be included into this regional pole. Additionally ZEUS is designing and examining the strategy, agreements and legal issues for the establishment of the Greek Regional Pole - Cultural Service Centre.
7.1	**Project Management**	
		AIT Formatting the deliverables D4, D5, D6 and the Appendixes. Coordination of the submission of the interim reports IR5.1, IR6.1 and IR7.2. Preparation for and attending of the technical team group meeting at Turin, on the 13th to 14th of May 2002. Attending and preparation for the REGNET Extended Project Management Meeting in Sofia from the 24th to 26th of June 2002. Establishing of meeting minutes and update of internal web site on meeting presentations etc… Organization and preparation for the 2nd Review Meeting in Luxembourg (4th of July 2002) and the internal project pre-review meeting on the 3rd of July 2002 (Luxembourg). Compilation of the REGNET review documentation. Sending out of the Review documentation by email, on CD and on paper file. Coordination of participation and overall design for presentation etc… Preparation for the attendance of the REGNET-OPENHERITAGE Cluster meeting on the 5th of July 2002. Establishing of the new template for Trimonthly Report no. 2. and integrating the trimonthly reports from all partners. Compilation of the second REGNET progress report (PR2) together with the second REGNET cost statement (CST2) and necessary additional information. Verification of costs reported against work contributed for all partners (progress report). Negotiation work on cost redistribution between partners. Constant updates to the project internal web-site. Managing of the project internal Regnet list server. Updating of the REGNET public web site (News section, multilingual project presentation etc…) Overall project management issues like coordination of cost shifts between categories for several partners and other contractual issues. Further organization of the consortium agreement signing process. Update of the REGNET project fact sheet. **ONB** ONB prepared and attended Extended Project Management Meeting in Sofia/Bulgaria from June 24 to June 26 2002 **SR** Preparation of TR02, Costclaim 02 and PR02·Correspondence to PO· Actualisation of REGNET xls-budgetfiles·Preparation of Technical Meeting Turin· Participation at Turin Meeting·Turin Meeting Minutes·Planning and Preparation of Sofia Meeting and Review Meeting·Preparation of Review Presentation and update to D5·Consortium Agreement·Preparation of PMC Sofia **IMAC** Various management issues (internal coordination, coordination of content-related issues and technical issues). Preparation (agenda, presentations, work exercises) and attendance of Project Management Meeting in Sofia (2002-06-24 to 2002-06-26). To Do-List and responsibility management after the meeting. Preparation of Project Review Meeting Luxembourg. Reporting TR 2 (Trimonthly report), PR 2 (Progress Report) and CST 2 (cost statement/shifting of costs). Reporting PR 1 (progress report), BR 3 (Bimonthly report) and CST 1 (cost statement) **SUL** Coordination of work , preparing report for Sofia meeting and Review meeting in Luxembourg. Attendance at both meetings **TARX** Very frequent interventions were carried out with several content providers for the guidance and streamlining of the off line data entry and topic map issues. Support to IMAC for all content aspects and the preparation and management of the Sofia meeting. First preparations of the Mechelen meeting on 2-3 September 2002. Study of the European Economic Interest Group concept with the notary of TARX. Support for the establishment of CSC Europe EEIG. **MOT** Organization of RN_PTG10 Technical Meeting in Turin. Prepared and released the Second Trimonthly Report and the Progress Report.

	SPAC Deliver of 2nd Cost Statement and Trimonthly Report (January-March 2002).Participation to the Consortium Meeting (Sofia 24-26 June 2002). Clarification of misunderstandings on SPAC activities carried out on the 2nd reporting period compared to the 2nd Cost Statement presented. Internal Management. **IAT** Preparation of Trimonthly Report 2 (RN_TR2). Preparation of Progress Report 2 (RN_PR2). Preparation of Cost Statement 2 (RN_CST2). Preparation of Detailed Time Sheet for Coordinator's Report. **ICCS** Project management General Management Meeting of REGNET has been organized and hosted in Sofia: 24-26 of June, 2002. **ZEUS** Attendance at the General meeting in Sofia – Bulgaria. Development of Trimonthly Report 3 **SI** SI participated in the 2nd Review meeting (Luxembourg – 4 July 2002). Prior to the review SI had to be prepared for the demo presentations (Ontology node– EDIT component). **VALT** Technical management. Preparation and participation to the Turin and Sofia meetings. Preparation of the REGNET review **NRM** Attendance at Sophia meeting 23-26 of June 2002
7.2	**Quality Assurance**
	MOT Support for Localization & Internationalisation. Updated Interim Report 7.2. Inserted Internationalisation and Localisation section. Prepared the contributions for the Sofia Meeting. Prepared Templates for modules testing activity. Prepared the contributions for the Review Meeting. **SI** SI refined the Topic Map navigation engine according to the partner's comments and evaluation results. The application was tested and integrated according to the topic map files produced by the partners involved in the topic map design (TARX/CERT)

3 Effort

Period	2002-04-01 – 2002-06-30

Planned effort per active task (Person*Months)													
Partners	T2.1	T2.2	T2.3	T2.4	T2.5	T3.1	T3.2	T3.3	T5.1	T5.2	T6.1	T7.1	T7.2	Planned
AIT							0,6	2,4			0,125	1,5		**4,625**
ONB						0,6	0,6			0,25	0,125	0,125		**1,7**
SR								1,8			0,125	1,5		**3,425**
IMAC						0,6	1,8	0,6		0,25	0,125	0,75		**4,125**
SUL						0,6	1,8				0,125	0,25		**2,775**
LMG						0,6	0,6							**1,2**
NRM						0,6	0,6							**1,2**
KVA						0,6	0,6							**1,2**
TARX						0,6	1,8	1,2		0,25	0,125	0,5		**4,475**
MECH						0,6	0,6							**1,2**
MUS						0,6	0,6			0,25	0,125			**1,575**
MOT								1,8		0,25	0,125	0,375	0,75	**3,3**
SPAC						0,6	1,8	1,2			0,125	0,5		**4,225**
ALI						0,6	0,6							**1,2**
CC										0,5	0,25			**0,75**
IAT						0,6	1,8				0,125	0,25		**2,775**
GRAN						0,6	0,6							**1,2**
ICCS						0,6	1,8			0,25	0,125	0,25		**3,025**
ZEUS						0,6	1,8	3			0,125	0,625		**6,15**
SI								1,8				0,25		**2,05**
CERT								1,8				0,25		**2,05**
VALT						1,8	1,8	4,8		0,5	0,25	0,75		**9,9**
TINC											0	0		**0**
Total	0	0	0	0	0	10,8	19,8	20,4	0	2,5	2	7,875	0,75	64,125

The above table resembles the new project plan in the calculation of the planned effort for WP3.

Effort resources used for the reporting period (Person*Months)															
Partners	T2.1	T2.2	T2.3	T2.4	T2.5	T3.1	T3.2	T3.3	T4.1	T4.2	T5.1	T5.2	T6.1	T7.1	T7.2	**Total**
AIT			1,09	0,28			1,73	2,51					0,31	3,16		**9,08**
ONB					0,01	0,05	0,25						0,2	0,2		**0,71**
SR								6,58					0,12	1,74		**8,44**
IMAC					1,5	2,15	0,1	1					0,3	1,4		**6,45**
SUL																**0**
LMG							0,43									**0,43**
NRM																**0**
KVA																**0**
TARX					0,61	0,4	1,27	0,79				0,28	0,27	0,61		**4,23**
MECH						0,45	0,62									**1,07**
MUS	0,5					0,1	0,15									**0,75**
MOT								4,01				0,06		0,13	0,4	**4,6**
SPAC													0,13	0,53		**0,66**
ALI	0,4												0,22			**0,62**
CC	0,75					0,35										**1,1**
IAT	0,6					1		0,5			0,3		0,5	0,3		**3,2**
GRAN						0,5	0,5									**1**
ICCS						0,75	2		2,5			0,25	0,25	0,4		**6,15**
ZEUS						0,5	1,5	2,5			0,125		0,125	0,625		**5,375**
SI								3		0,25				0,25		**3,5**
CERT								5						1,43		**6,43**
VALT				3		1	1	6						3		**14**
TINC																**0**
Total	2,25	0	1,09	3,28	2,12	7,25	9,55	31,9	2,5	0,25	0,425	0,59	2,425	13,78	0,4	**77,80**

Cumulative Project effort in person-months				
Originally			**Actually**	
Plan.	**Cumul.**	**Period**	**Spent**	**Cumul.**
50,69	50,69	2001-04-01 – 2001-05-31	39,134	39,134
52,58	103,27	2001-06-01 – 2001-07-31	56,222	95,356
48,73	152	2001-08-01 – 2001-09-30	58,654	154,01
81,75	233,75	2001-10-01 – 2001-12-31	80,13	234,14
81,75	315,5	2002-01-01 – 2002-03-31	91	325,14*
64,125	379,625	2002-04-01 – 2002-06-30	77,80	402,94

* This amount must be reduced by PM 9,89 from CERT (see email correspondence 20.9.2001 on the employment of different personnel categories within REGNET)

325,14 minus 9,89 sums up to 315,25 PM effort used and claimed within the first project year.

4   Deliverables Dates

The following table indicates the deliverables initially scheduled for the actual and previous period and their current state. The deliverables D12, D13 and D14 have been included into the table although they are scheduled for the end of the project. The interim reports stated in relation to these deliverables show the progress of work in the respective areas.
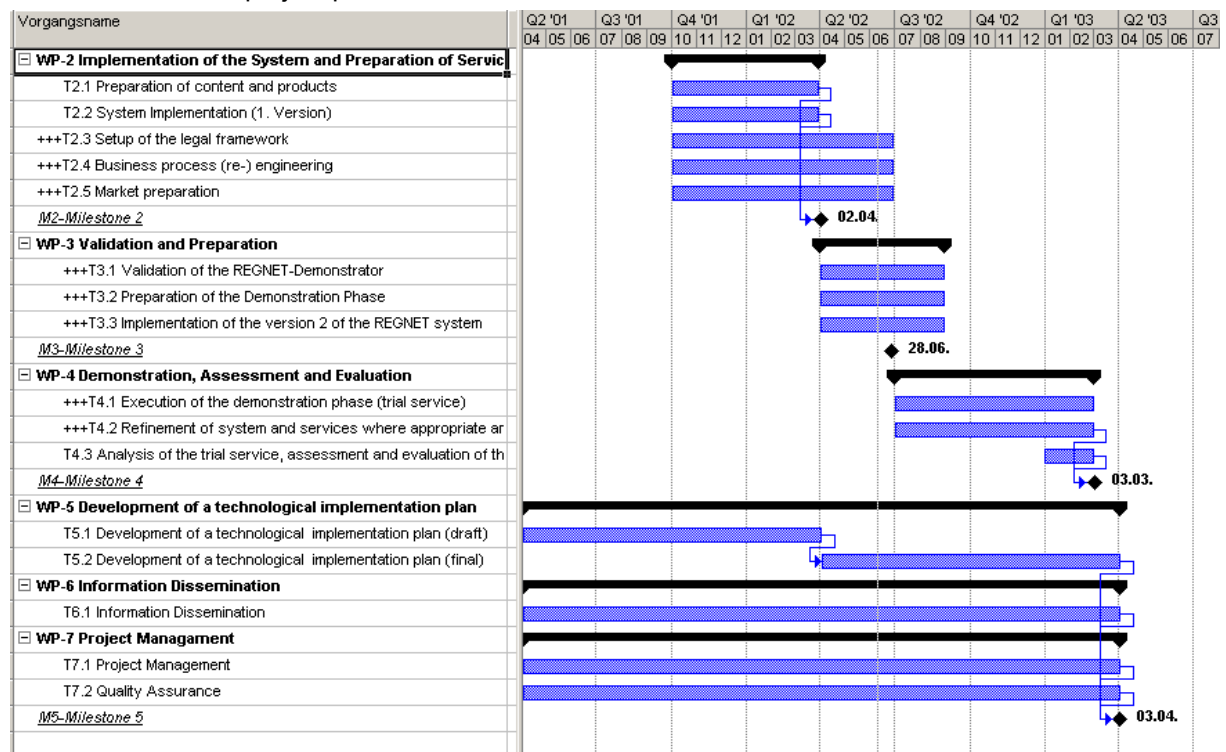
Deliverables Code & Description	Originally planned	Current planned	Actual delivery	Partner Responsible
D1 Content Creation and Content Management	30.9.2001	30.9.2001	**30.9.2001**	IMAC
D2 The REGNET-System: Specifications and State of the Art	30.9.2001	30.9.2001	**30.9.2001**	ZEUS
D3 REGNET-Enterprise Engineering and Market Analysis	30.9.2001	30.9.2001	**30.9.2001**	VALT
D4 Status Report "Available Content and Products"	31.3.2002	31.3.2002	**15.4.2002**	IMAC
D5 Prototype: "The REGNET-System: Version 1"	31.3.2002	31.3.2002	**15.4.2002**	ZEUS
D6 REGNET "System Services and Business Processes" – Version 1	31.3.2002	31.3.2002	**15.4.2002**	VALT
D6 REGNET "System Services and Business Processes" – Version 2	30.6.2002	30.6.2002	**14.6.2002**	VALT
D6 REGNET "System Services and Business Processes" – Final Version	30.6.2002	30.9.2002		VALT
D7 Validation of the REGNET system & preparation of Demonstration	30.6.2002	31.8.2002		IMAC
D8 Prototype: "The REGNET-System: Version 2"	30.6.2002	31.8.2002		VALT
D12 Technological Implementation Plan	31.3.2001	31.3.2001		MOT
> Interim Report IR5.1v01	30.9.2001	30.9.2001	17.9.2001	MOT
> Interim Report IR5.1v08	31.3.2002	30.4.2002	2.5.2002	MOT
D13 REGNET – Information Dissemination Activities	31.8.2001	31.3.2003		SPAC
> Interim Report IR6.1v01	30.9.2001	30.9.2001	17.10.2001	SPAC
> Interim Report IR6.1v02	31.3.2002	30.4.2002	2.5.2002	SPAC
> Interim Report IR6.1v04	30.6.2002	30.6.2002	14.6.2002	SPAC
D14 REGNET – Quality Assurance System	31.3.2003	31.3.2003		MOT
> Interim Report IR7.2v01	30.9.2001	30.9.2001	21.9.2001	MOT
> Interim Report IR7.2v03	31.3.2002	30.4.2002	2.5.2002	MOT
> Interim Report IR7.2v04	30.9.2002	30.9.2002	14.6.2002	MOT

Deliverables Code & Description	Originally planned	Current planned	Actual delivery	Partner Responsible
D16 Project Presentation (WEB Presence)	30.6.2001	30.6.2001	**30.6.2001**	AIT
> Updated Web Presence (new design)			15.10.2001	AIT
> Updated Web Presence		continuous	continuous	AIT
D17 Project Presentation (Fact Sheet)	30.6.2001	31.7.2001	**27.7.2001**	AIT
> Updated Fact Sheet	Every 6 months	30.6.2002	14.6.2002	AIT

In agreement with the European Commission Project Officer the tasks T2.3, T2.4 and T2.5 have been extended till end of June in order to execute emergency procedures due to non-in line contribution of the marketing plan. Within the time plan there has been delivered a first version and a second version of D6. Discussion at the Review in Luxembourg, July 2002, showed that this schedule could not be kept, as new partners have to be involved and will contribute during the following months. Therefore it was requested (IMAC dossier to the Commission, July 2002) to schedule the delivery of the final version of D6 at the end of September 2002.

Furthermore it was requested within the second Progress Report to extend work package 3 and the Tasks T4.1 and T4.2 each by two months. This extension is a consequence of the comprehensive workload for WP2 which was huger than expected and implicated a later beginning of the following tasks than initially expected. The planned buffer-span of about 3 calendar months which has been included in the original project plan allows this smooth and continuous transition from the "Development and Implementation" phase to the "Demonstration" phase.

Find below the new project plan.

5   Incidents

Summarise the mayor incidents if any in the reporting period.

5.1   Deviations from Plan

Task	Deviation description	Recommended Solutions
T2.2	**AIT** SPAC did not contribute the development of a Data Management System to the project.	**AIT** AIT and SPAC agreed during the PMG04 meeting at Sofia, June 2002, on a reduction and redistribution of 11MM contribution of SPAC to the REGNET project, due to the non-delivery of software development on the data management module. SPAC will develop an interface for the Index+ system for REGNET.
T2.5	**AIT** Task 2.5 (Marketing preparation) was perceived as not conducted as recommended by the reviewers and contributing partners. The marketing schema (by IMAC) has been ignored.	**AIT** A steering committee on T2.5 has been set up in January. It was finally decided to shift the task leadership to IMAC. It was agreed with the project officer to extend T2.5 in order to carry out emergency procedures. New partners have been included into the work for task 2.5 (AIT, TARX, IMAC). A request on the shift of costs has been send to the PO in August following the indications of the second Review report.
Task	**Issue description**	**Action Items**
T2.1	**IAT** GRAN requested us to develop some tasks related to T2.1.	**IAT** At the request of GRAN some these tasks were developed (image digitising, correction and enhance).
T3.3	**IAT** VALT, MOT and SR request us to translate some terms into Spanish, in order to develop their respective tasks.	**IAT** Although we haven't assigned tasks related to T3.3, at request of VALT, MOT and SR, we have collaborated in internationalisation tasks.

5.2   Others

AIT

Angewandte Informationstechnik Forschungsgesellschaft mbH – changed its address on the 1st of April 2002.

⏩   The new address is:

  Klosterwiesgasse 32/1, 8010 Graz

ONB

From 1 January 2002 the Austrian National Library (ONB) has been converted into an autonomous scientific institute of the Federal State. The legal position and the tasks of the Austrian National Library (ONB) as a research institution governed by the public law of the Federation are now set out in the Law of Federal Museums (Bundesmuseen-Gesetz 2002: BGBl. I, 14/2002) and the regulations for the Austrian National Library (BGBl. II, 12/2002).

SR

According to the contractual workplan *SR* was allocated 30 person months in total. Up to now the SR project-team already needed effort of 29,2 PM in total. Although the tasks during the design phase was completed faster than expected, due to problems with the implementation tools and the overall integration of the modules, the task 3.3. took more effort. For the next reporting periods we estimate the following efforts.

New PM-Effort distribution for SR			
Task	Mo-16-18	Mo 19-21	Mo 22-24	*Total*
T4.2	1,6	0,25	*0,25*	2,1
T6.1	0,12	0,12	*0,12*	0,36
T7.1	0,25	0,25	*0,30*	0,8
Total				**3,26**

The work in task 4.2. relates to the agreement with the project co-ordinator at the technical meeting in Graz that SR will analyse and assess the Macromedia Authorware Tool. This will be done by our specialist for Macromedia Tools Werner Moser with support from our REGNET developers, Erich Gams and Michael Hufnagl.

Please mind that the increase in PMs will not have any budgetary consequence for the REGNET-consortium. Since we did not spend the total amount for senior researcher effort planned, this effort will be allocated to the developers/technicians allowing us to spend additional time for development with the same total costs.

MUS

Museon asks for a budget shift: the remaining budget of Consumables to the travel budget.

CC

Ms. Silvia Boria and Mr. Mauro Giorgetti are the new responsible persons for REGNET within Consorcio Civita.

Ms. Silvia Boria: boria@civita.it

Mr. Mauro Giorgetti: giorgetti@civita.it

IAT

We expect that additional effort dedicated to T2.1 and T3.3 compensate a lower dedication to T3.2.

TINC

On the 29th of May TINC send to the coordinator a request to leave the consortium. This request was transferred to the European Commission. TINC hence stopped any communication with the consortium. The coordinator will follow the recommendations of the second Review report. The remaining budget of TINC will be transferred to the partners who had to take over the missing work of T2.5.