



Sustaining Heritage Access through Multivalent ArchiviNg

Large Scale Integrating Project

Grant Agreement no.: 216736

D17.1 – Functional SHAMAN Portal

Document Delivering Date:	29-02-2008
Delivered by:	29-02-2008
Document Authors:	Inmark Estudios y Estrategias SA
Deliverable Number:	D17.1
Version:	V1
Dissemination Level:	Public



Co-funded by the European Union

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1. INTRODUCTION AND PORTAL OBJECTIVES

This deliverable comprises the functionalities for the so called the SHAMAN Portal, which is one of the "SHAMAN project dissemination vehicles". The main objectives of this web portal are:

- To become an important source for content aggregation for the project, identifying and promoting the project dissemination actions.
- To provide real-time access and updated information at private (to consortium members) and public (to general visitors) levels.
- To personalize access to content, according to visitors' roles and interests.
- To raise awareness supporting the consistent public image and branding of the project
- To facilitate communication and collaboration among partners
- To provide a consortium shared workplace for digital interaction and circulation of project information, insights and opinions among project participants and across workpackages.

The main features of the SHAMAN portal will be offered through:

- **SHAMAN website:** It will provide general and public information about the project, related research, events, policies and practices, links, publications and demos to target the following groups:
 - Scientific/Academic communities and standardization bodies
 - Digital Preservation potential market stakeholder.

SHAMAN website will compile all SHAMAN articles, speaker notes, press releases and other related publications. Likewise, it will feed the content for the SHAMAN e-newsletters. The website will also include the following services:

- eNewsletters (with an online archive)
- Calendar of main stakeholders gathering events
- An archive of results from Use Case Scenarios and Market & Competitors Watch
- **Private area:** it will be the ID-Password protected area for the Consortium members. It will include registration and management/administrative services as well as the shared collaboration workplace for the partners.

2. SHAMAN WEB PORTAL

SHAMAN Web Portal will be accessed from SHAMAN "homepage".

2.1. SHAMAN Web Site

SHAMAN website is being designed to have a hierarchical organization, supported by dynamic content management and web publishing tools. It constitutes the public area of the portal for generic visitors with no registration for accessing to general pages and services.

2.1.1. Outline

The outline for the content units of SHAMAN web site is foreseen to be the following:

- Home
- What is SHAMAN
- Consortium Members
- SHAMAN and The Scientific Community
- SHAMAN and the ICT Market
- Calendar
- Publications
- Other Meetings
- Demos & Downloadables
- News
- Links
- Search
- Contact us

2.1.2. Explanation of the SHAMAN website

It is the homepage or webserver directory index of the SHAMAN project website with menus giving access to the site and private areas. The URL for SHAMAN website is www.shaman-ip.eu. It will comprise the following content units:

- What is SHAMAN: Background information on the scope of the Project including an overview, objectives and areas of activities.
- Partners and Participants: It will present the consortium members and participants
- SHAMAN and the Scientific Community: It will present informational content related to RTD trends and information on selected themes, such as Digital Libraries & Archiving, Semantic Web, Other EC related projects and related scientific initiatives.
- SHAMAN and the ICT Market: It will present industry-driven content, using enterprise featured language, that will communicate messages such as:
 - Potential market initiatives related to SHAMAN project
 - Study Cases and white papers that communicate experiences about the adoption of related technology and experiences
 - Potential and trends related to Digital libraries / archiving
- Publications: it will comprise the following categories:
 - Scientific papers and publications from consortium members, including conference papers and journal articles.
 - Other related publications and white papers
 - Seminars, dissemination and exploitation activities, including conferences and other events organised or co-organised, sponsored or participated by the consortium members.
 - SHAMAN public deliverables
- Calendar: Upcoming related events and meetings
- Demos & Downloadables: Showcase section for the project results that will host multimedia presentations, tools, newsletters, dissemination and SHAMAN PR material, including posters, brochures, leaflets and general presentations. Additionally, dissemination material and results will be used at workshops and other events.
- News: the news publication section will be an online archive of information about related current events, developments, legal issues/policies and practices.

- Links: to the European Commission, to the FP7 information, to various professional organisations, to related sources of information, to relevant Websites, etc.
- Search features.
- Contact us: contact information and channel to the web administrator, and established contact person, to manage visitors' requirements and feedback.

The site will be supported by a publishing backend, designed as a flexible infrastructure support for project's publications, documents and Multimedia presentations for registered and authorized users.

2.2. Private Area

It will be a Username-Password protected area that constitutes the Community and Constituency Building, Registration and Management Services as well as the shared collaboration workplace to the consortium community.

2.2.1. Outline

- (Access / Username-Password private area)
- Administrative Area
- Project Documents Area (posting with emailing alert)
- Contact Book
- Stakeholders directory
- Reference repository
- Collaborative area
- General Schedule
- Statistics

2.2.2. Explanation of private area

The following services will be provided through the private area:

- Administrative Area: supports portal administration, creation and authorisation of users, creation of categories and subcategories for content management.
- Personalised and Customised access for register and community users: Personalized access will be given to registered users (ID and password) to provide additional services and also a collaborative workspace for SHAMAN project team, with secure storage, communication and collaboration tools.
- Contact Book, schedule and calendar area: main SHAMAN team gathering of events and contact information.
- SHAMAN Project documents area: An online archive of results from and for electronic documents needed for review to EC representatives and project reviewers, as well as, the Grant Agreement and Annexes.
- Stakeholders Directories: this directory will support mailing lists for the WPs leaders, consortium members, reviewers and associated partners of future dissemination and take-up activities.
- Knowledge Reference repository: an online archive of reference documents, results and study cases related to the SHAMAN project that support knowledge exchange and building for project activities.
- Collaborative area: An internal workplace area for the SHAMAN team, with features for digital interaction, supported by an internal and secure wiki by/for workpackages.

- Statistics about access and traffic: Statistics about access and traffic of the website will be tracked through server logs. Generic visitors need no registration for accessing the website. Only, visitors IP will be registered by the log and used by SHAMAN for traffic statistics and security reasons, e.g. identifying malicious attacks.

2.3. Content Management and Administration

A content management back office solution will maintain the technical needed service to support key project personnel in managing the content, providing service to online users (partners, communities and visitors), the online community moderator and related services. Website presentation and the management structure will be separated, allowing authorised content editors with secure access, easy data and information entry and moderate or delete existing content.

The editorial plan will be implemented by web designers, responsible for the day-to-day management, operational support (maintaining technical and content integrity, relevance of content, gathering new content, constant watch of needs, etc) and online community services of the Website content.

All content to be published on the website will be produced within the project and associated communities. Academic experts and industry leaders identified during the “innovation take up process” will be invited to contribute with articles or links.

For administration purposes, the following management categories will be included: User Management, Upload Management, Menu and Content categories management, back up management and websites statistics.

3. TECHNICAL ASPECTS

3.1. Standards and Infrastructure

The interface and overall technical operation of the website will be based on a content management system solution. The website development will be launched with the necessary capacity and technical infrastructure. h_da – University of Applied Sciences Darmstadt / igdv – Center of Advanced Learning, Media and Simulation are foreseen to provide the infrastructure and applications needed to support website creation, management and evolution.

The web server, including HTTP, database, application and email will be used for the project. The databases will support the relational database management where the project will be stored. The application server will store the Content Management Application.

The **h_da** solution has been selected to provide all the functionalities that needed for the SHAMAN Content Management System as well as controlled procedures for collaborative Web publication and community building facilities. The technical characteristics include:

- Windows Server Operating System
- Apache, PHP, MySQL
- CMS: drupal with SHAMAN specific configuration of modules and languages
- deki-Wiki tool for collaborative work (with SHAMAN specific configuration and modules)
- CMS and Wiki will share a common user authentication, providing a single sign on.

- CMS and Wiki will provide a version management, i.e. each change is being recorded and older versions of all entries will be available, comparable and restorable.

Language: Primary Language English, Userinterface/Menus in additional languages on request.

The hardware consists of a state of the art server connected to the German internet backbone via a gigabit connector. It will provide a disk capacity to the SHAMAN project webserver of 500 GB for the beginning and may be extended during the project time if needed.

3.2. Monitoring and Control

SHAMAN Portal will be continuously monitored for content updating, problem resolving related with the software lifecycle and requirements to enhance the features and maintenance of the website system. All new pages and services will be pretested in a non-public area of the webserver.

Updates and changes will be evaluated based on feedback, in order to generate more traffic and best visiting experience to the target groups and the consortium, scientific, EC and industry community.

3.3. Security and back up

User accessibility: Access security will be based on username/password system, with separate communication of password to the users and user selfservice for password changes and losses.

System intrusion protection will be provided according to state of the art. The machine is foreseen to be located in a locked machine room of h_da's computing centre with only maintenance and administrative personnel access. Security updates to the OS as well as all used software systems will be applied regularly. Monitoring of system activity through logfiles and system warnings will be done by computing centre's personnel.

Backups of the systems installation and content will be done regularly, once a week, by the computing centre. Restore of the system in case of a fatal system crash or hardware defect can be provides with one day.