



Deliverable 4.4

Report on digital collaboration solutions

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Executive summary

EUTOPIA Alliance researcher community has been established in the frame of EUTOPIA 2050 Erasmus+ project granted in December 2019. The initial EUTOPIA Alliance composed by six members was recently enlarged with the arrival of four new partners in late 2021. EUTOPIA now comprises and unites 10 countries, 23 700 academics organised in 900 research groups, and 139 faculties and departments. The first objective of our alliance regarding research is to support the integration of our R&I communities.

Achieving this ambitious goal requires adequate tools and instruments and dedicated pilot programmes. This report documents progress made in the implementation and development of digital tools that can support scientific research collaboration within the EUTOPIA Alliance.

Two main objectives have been identified regarding the implementation of digital tools in EUTOPIA TRAIN project.

- The first one is the identification of bottom-up collaboration opportunities, which requires identifying synergies and connecting EUTOPIA researchers with complementary research agendas.
- The second purpose is the operational support for the virtual implementation of collaborative projects.

This report is therefore organised in two parts that are presented as the two main phases in the establishment and development of a research collaboration: *Connecting researchers* and *Supporting collaborations*.

Firstly, we discuss the question of how digital tools can support researchers in identifying opportunities for collaboration and in connecting with their peers. With this objective in mind the following connecting digital tools are presented: Current Research Information Systems, External researcher profiles: ORCID and Academic Social Networking Sites, External researcher profiles: open social and professional networks, Academic blogging and podcasts. Finally, a focus has been made on the EUTOPIA partner universities available resources with a special attention on two distinct digital tools implemented so far:

- EUTOPIA Train Partnering Tool
- EUTOPIA SIF Social Networks

The second part of the report focuses on the digital support for research collaboration. This section is organised from the different needs researchers might have once they have decided to establish a partnership and start working together through a research collaboration. This chapter is therefore structured in four sections corresponding to a classification of the different digital collaboration tools:

- Tools supporting virtual meetings and discussions
- Data Management
- Sharing documents
- Communication and dissemination activities

All these four types of digital collaboration tool will be useful during the different phases of the implementation of a research project.

Recommendations have been made regarding each section *Connecting researchers* and *Supporting collaborations*, highlighting the necessity of interoperable information systems and a concerted use of supporting tools.

Institutional Abbreviations

CY Cergy Paris Université	CYU
Göteborgs Universitet	GU
Univerza v Ljubljani	UL
Universitat Pompeu Fabra	UPF
University of Warwick	UoW
Vrije Universiteit Brussel	VUB

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Introduction

Building upon the EUTOPIA 2050 project which supports the global construction of the EUTOPIA Alliance¹, the EUTOPIA TRAIN project aims at extending the challenge led educational model to the development of EUTOPIA Research and Innovation activities, tackling two main tasks:

- integrating pan-EUTOPIA research and innovation communities;
- opening up EUTOPIA research communities and structures to society, business, students and policy-makers.

Three cross-cutting objectives will be targeted to:

- develop R&I Synergies and delivering a joint Research Strategy;
- mutualise resources and tools;
- define a shared R&I policy.

In order to achieve these goals EUTOPIA TRAIN needs to rely on dedicated, identified and accessible digital tools which will support the research collaborations at EUTOPIA level.

In EUTOPIA TRAIN project Work Package 4, the work-package dedicated to the development of a joint Human Resources strategy, researchers' skills development and mobility, a dedicated task (4.1.2) aims at supporting research collaboration. This task will upscale collaboration instruments at the level of the EUTOPIA alliance to foster R&I cooperation and integration, following two main routes:

- Short-term physical mobility through a pilot Researcher Mobility Programme supporting project-based research visits of EUTOPIA researchers across partner universities;
- distance and digital collaboration through the online tools.

As a European university, encompassing, from 2021, 10 campuses located throughout Europe, EUTOPIA must try to erase the notion of distance especially when internal research collaborations are concerned. Digital tools and their rapid development during the Covid-19 pandemic may provide new ways to start collaboration and support the current collaborations when in-person meetings are neither necessary nor possible. Digital tools may also bring other improvements regarding sustainability, climate change mitigation, inclusion and harassment.

To foster R&I collaboration at the scale of the EUTOPIA Alliance, physical mobility programmes already in place must be complemented by the provision of online collaborative tools serving two main purposes:

1. Connecting researchers: The first purpose is the identification of bottom-up collaboration opportunities, which requires identifying synergies and connecting EUTOPIA researchers with complementary research agendas.
2. Providing an efficient digital collaboration environment: The second purpose is the support for the virtual implementation of collaborative projects when the researchers have already established contact and decide to collaborate. This requires digital cooperation environments through adequate platforms allowing for resource sharing and knowledge exchange as well as webinar tools allowing research groups to team up.

This report will therefore be structured on these two purposes that are essential for the development of research collaboration.

¹ EUOPIA Alliance initial 6 partners:

2. Connecting researchers

A necessary condition for the integration of the EUTOPIA research communities is the identification of collaboration opportunities. Under the EUTOPIA 2050 and TRAIN projects, the Alliance has developed a variety of funding schemes aimed at supporting research collaborations. These include mobility schemes for established researchers and doctoral students, co-supervision schemes for doctoral and post-doctoral researchers and networking schemes supporting the emergence of Connected Research Communities.

All these programmes rely on a bottom-up approach to the integration of the EUTOPIA research community and require individual researchers to identify collaboration opportunities. Within this framework, digital tools can help researchers to distinguish future collaborators more easily. Specifically, in order to find proactive potential collaborators, that is to connect with new potential collaborators, a researcher should be able to find the following information:

- researchers' profiles with contact data;
- publication list, with, ideally, open access to publications;
- current research projects;
- research groups and network associated with a profile;
- other activities related to a researcher (outreach, blogs, etc.).

The availability of all this information can ensure researchers visibility. Being visible is indeed extremely important when a researcher enters a new research community or wishes to connect with new partners. A researcher can make himself more visible and find new potential collaborators through the following tools that gather the information listed above:

- professional profiles provided via universities or research centre websites (Current Research Information Systems-CRIS);
- professional blogs;
- external professional profiles on academic social networking sites (ASNS) / ORCID, ResearchGate, Academia;

In summary, a key condition for the emergence of an integrated research era at the scale of the EUTOPIA Alliance is to make the Alliance R&I community visible to itself and to the external environment, through adequate information media. In the next sections, we discuss information needs, establish an inventory of existing information media and make suggestions for a global strategy for the Alliance.

2.1 Current Research Information Systems

The main internal tool available in each EUTOPIA partner university supporting dissemination of research data is known as a Research Information System. Information systems can be integrated through a cohesive Current Research Information System (CRIS).² A CRIS allows to collect and integrate all the multiple information related to research activities and can be defined as an information system to store, manage and exchange data and metadata about individual researchers' activities. This typically includes a description of research topics, current research projects, collaborations, and research outputs. This information can usually be searched at multiple levels (individuals, research groups, universities). It allows us to know who is working on what, with what resources and for what results. It also enables universities

² CRIS are also sometimes referred to as Research Information Management System (RIMS). Delemontez, 2017: 13, 36.

to manage and assess research activity and the Open Science policy implementation. Finally, CRIS may also be a tool for funding institutions or research funding organizations for research assessment.

Each EUTOPIA university already implements an **information system**. One potential issue for enhancing the global visibility of the EUTOPIA research community is the structuration of an integrated CRIS at the level of the Alliance, e.g. through the EUTOPIA website. This opens the question of the interoperability of the CRIS implemented by each partner of the Alliance.

A standardized CRIS has been proposed at European level by Euro CRIS³, the international organisation for Research Information: The Common European research Information Format⁴ (CERIF). EuroCRIS purpose is to promote cooperation within research information systems and interoperability. This is a crucial point when a research community is built from several entities using different CRIS.

A CRIS allows to generate professional university profiles for each researcher. The availability of a CRIS is therefore essential **to guarantee researchers visibility** and help visualize their research environment when it comes to starting fruitful scientific collaborations. However, a CRIS does not replace the external profiles that can be generated through **ORCID or academic social networking sites (ASNS)** like Research Gate or **open social and professional networks (OSN)** like LinkedIn and Twitter. All these sites allow researchers to ensure their visibility outside their university or research centre information system. These external tools will be discussed below.

2.2 External researcher profiles: ORCID and Academic Social Networking Sites

External and open research profiles are available through a variety of academic social networks. **Academic Social Networking Sites (ASNS)** like Research gate, Academia, Google Scholar are research-dedicated websites which provide updated information about research outputs, contribute to research dissemination, and enhance the researcher's visibility and self-promotion.

Finding scholars and sharing research output have been identified as the primary factors that motivate researchers to use ASNS⁵. All these professional research networks may therefore help researchers being more visible through their networking (profiles, forums, subscription) and publication sharing functionalities. As it has been developed by Doyle J. and Cuthill, M.⁶, the motto "publish or perish" may become "get visible or vanish". Indeed, the use of these networks can enhance the citation of an article in quite a significant manner⁷.

ASNS provides therefore researchers with social networking functionalities along with the possibility to share their research outputs and its metadata.

However, ASNS may also have a series of disadvantages: 1) as they rely on the platform's business interests, they may not be completely safe, when it comes to store research output; 2) the updating of individual research profile is not automated and may be therefore time consuming for researchers. As for the first problem, researchers can restrict the use of ASNS to their social and networking functionalities. Their research output can be stored through open access platforms as it has been encouraged by the EUTOPIA Alliance. See 2.5 Available resources at the level of EUTOPIA universities (table 3).

³ <https://eurocris.org/what-eurocris>

⁴ <https://eurocris.org/services/main-features-cerif>

⁵ Milkas Hailu, Jianhua Wu, 2021.

⁶ Doyle, Cuthill, 2015.

⁷ Niyazov, et al., 2016.

Within this frame, the Open Researcher and Contributor ID, ORCID, created in 2012, is, unlike Research Gate or Academia, an open platform which also allows researchers to create **a unique identification** as well as a profile where they can include their research output metadata and a link connection to their profile on ASNS or to their personal webpage.

Table 1 shows a summary comparison of ORCID and Research Gate functionalities. We have chosen to include only Research Gate in this table because it also provides the most complete bibliometrics tools⁸.

Table n. 1: comparison of ORCID and Research Gate functionalities

	ORCID (Open Researcher and Contributor ID)	Research Gate
Website	https://orcid.org/	www.researchgate.net
Creation	2012	2008
Principle	Non-profit organization providing unique, persistent identifier for researchers.	Investor-funded start-up connecting scientists and researchers.
Governance	Board of directors	ResearchGate GmbH
Network size	13 275 846 profiles on 14/02/2022.	More than 20M
Distribution	Worldwide	Worldwide
Coverage	Multidisciplinary	Multidisciplinary
Employment information	YES	YES
Education information	YES	YES
Invited positions and distinctions	YES	YES
Membership & service	YES	YES
Research funding	YES	YES
Work and project	(publication, data sets, conference etc.)	Publication, projects
Keywords	YES	YES
Personal contact	YES	YES
Links to other websites	YES	YES
Online discussion	NO	YES
Ownership of the profile	Created and updated by the researcher. Users have full control of their profile.	Created automatically by ResearchGate. There may be a risk regarding the full control of the profile.
Visibility options	YES	YES
Accessibility	Easy-request only check mail.	YES

⁸ For a comparison of RG, Google Scholar and Academia.edu see Bankar, R., Lihitkar, S. "Academic Social-Networking Sites (ASNS) for Research Communication: A Comparative Overview", *Library Philosophy and Practice*, 2021, 4.

Connection with publisher platforms	YES (Arxiv, Elsevier, Springer)	YES
Bibliometrics	NO	YES

Regarding the use of ORCID, that should be encouraged (see 2.6) within **the EUTOPIA Alliance early stage researchers** we observe that:

- **72 %** of researchers who submitted their application for SIF post-doctoral programme first call have an **ORCID id** number (187/261).
- **95 %** of the researchers enrolled in the Young Leaders Academy have an **ORCID id**.

ORCID should be promoted as a persistent tool enabling to relate to all information sources concerning one researcher.

2.3 External researcher profiles: open social and professional networks

Open professional networks like LinkedIn, which became very popular in the recent years, are also a showcase opportunity for connecting with peers, socio-economic stakeholders, potential partners and society in general. Likewise, Twitter as an open social network provides opportunities to researchers. Both these social networks functions are summarized in table 2.

Table n. 2: Twitter and LinkedIn functionalities

	Twitter	LinkedIn
Website	www.twitter.com	https://www.linkedin.com/
Creation	2006	2002
Principle	Open service and space to interact.	Connect the world's professionals
Governance	Board of directors. CEO: Parag Agrawal.	Director: Ryan Roslansky, acquired by Microsoft in 2016.
Network size	229 million users	774 M accounts
Employment information	-	YES
Education information	-	YES
Invited positions	-	YES
Membership and services	-	YES
Research funding	-	YES
Work and projects	-	YES
Network	-	YES
Keywords search engine	YES	YES
Personal contact	Messages section	YES
Links sharing	Yes	YES

LinkedIn: as a non-strictly academic professional network, LinkedIn cannot fulfil the same needs as an ASNS like Research Gate. However, open professional networks like LinkedIn may also open opportunities for researchers outside academia, especially to conduct research in a non-university setting, as well as they can encourage new bonds with stakeholders and society.

In the case of **the EUTOPIA Alliance early stage researchers** we observe that a majority of the fellows own a LinkedIn account:

- **90 %** in EUTOPIA-SIF fellows' community.
- **80 %** in Young Leaders Academy community.

Twitter: Unlike other areas where Twitter is used passively (*e.g.*, to follow influential figures and/or information agencies), in Science and research it can be used in a much more active and collaborative way: in order to ask for advice, form new bonds and scientific collaborations, announce jobs and find employees, find new mentors and jobs. Twitter may also help researchers promote research output, to keep updated, and to share information about scientific events and open seminars or trainings.

EUTOPIA SIF programme LinkedIn and Twitter accounts have been created in order to ensure fellows visibility and to encourage the cooperation and connection between fellows and future alumni. Both these tools will be presented in section 2.5.5 EUTOPIA SIF professional and social networks.

2.4 Academic blogging and podcasts

Researchers may also use academic blogs and podcasts to increase and expand their visibility. Blogs and podcasts may give academics the opportunity to showcase their findings, comment on other contributions and take down thoughts.

Academic blogs usually serve the following functions:

- To present and summarize research work;
- to present ideas that are likely to become an article or any other type of academic publication;
- to share ideas in a non-strictly academic context.

These functions also apply to academic podcasting activities which imply that researchers can give voice to their findings and ideas. Depending on their target audience, researchers will upload these podcasts to their blog or personal webpage or to hosting platforms like Spotify or SoundCloud so that they can showcase their work in a non-academic context.

Researchers can also link their blogs to their ORCID or ASNS profiles as well as universities can also create a dedicated space on their webpage for researchers blogging and podcasts activities. Academic blogs and podcasts can also be linked to the university information systems and may therefore notably expand the impact of blogs and podcasts content.

2.5 Available resources at the level of EUTOPIA universities

In this section we will present the EUTOPIA universities available resources regarding all the aspects that have been developed so far (sections 2.1-4).

2.5.1 Information systems, general research webpages and research groups information

Via their websites, all EUTOPIA partners provide a directory where the researchers can be found with at minima an email address. Table 3 gathers the EUTOPIA partner universities websites, researcher directories, research group and publication repositories:

Table n.3: EUTOPIA partner repositories

	University website	Researcher directories	Research groups	Publications repository
CYU	https://www.cyu.fr/	https://www.cyu.fr/annuaire-enseignants-chercheurs	https://www.cyu.fr/laboratoires	https://hal-cyu.archives-ouvertes.fr/
GU	https://www.gu.se/en	https://www.gu.se/en/research/find-research	https://www.gu.se/en/research/find-research	https://www.gu.se/en/research/find-research
UL	https://www.unilj.si/university/	https://cris.cobiss.net/ecris/si/en	https://cris.cobiss.net/ecris/si/en	https://repositorij.unilj.si/info/index.php/eng/
UPF	https://www.upf.edu/	https://producciocientifica.upf.edu/	https://www.upf.edu/web/universitat/figures-recerca	https://repositori.upf.edu/
UoW	https://warwick.ac.uk/	https://warwick.ac.uk/insite/news/intnews2/ideate/ ⁹	https://warwick.ac.uk/research	https://researchportal.vub.be/
VUB	https://www.vub.be/	https://researchportal.vub.be/en/persons/	https://researchportal.vub.be/en/organisations/	http://wrap.warwick.ac.uk/

A workshop on EUTOPIA universities information systems, and research information systems (CRIS) in particular, was organized by the EUTOPIA TRAIN Work Package 5 on 22 February 2022. As a result of this workshop a [webpage](#) that gathers the EUTOPIA partners research portals has been created. This allows external users to find each partner university information system through the EUTOPIA website. By lack of overall integration of the CRIS of each partner, this does not allow to grasp the full potential of EUTOPIA research community at a glance.

Each university of the EUTOPIA Alliance provides a research groups section on its website. Research group websites allow researchers to present information about their research agenda and ongoing projects. The organization of these groups goes beyond disciplines and refers to broader or transdisciplinary research areas.

2.5.2 Research outputs

EUTOPIA partner universities are committed to the FAIR principles (Findable, Accessible, Interoperable Reusable) and encourage easy access to research outputs via the online repositories listed in the table 3, which provide publications data and metadata.

In accordance with these principles, EUTOPIA TRAIN Work Package 3 is currently developing a **EUTOPIA Open Access metadata portal** for the six initial partners of the alliance¹⁰. The “EUTOPIA Open Research Portal” aims at increasing the visibility of the Open Science and Citizen Science efforts of researchers in the EUTOPIA network. This metadata portal will be supported by OpenAIRE¹¹ as most of EUTOPIA partner

⁹ A new research profile system is under construction for UoW.

¹⁰ The creation of the EUTOPIA Open Access metadata portal is developed in EUTOPIA TRAIN Deliverable 3.2. The metadata in this portal will link to the sources which provide the research outputs. The portal will also allow to find records not stored in the different EUTOPIA partners own repositories thanks to the OpenAIRE Research Graph.

¹¹ <https://www.openaire.eu/>

university repositories are already OpenAIRE-compliant. A Memorandum of Understanding (MoU) has recently been signed between the EUTOPIA-TRAIN project and the OpenAIRE-NEXUS project in May 2022. **This metadata portal will provide a unique entry-point into the research outputs of all six universities of EUTOPIA.** Since the metadata portal will be searchable by keywords and research topics, it will provide a precious way for EUTOPIA researchers to identifies peers, within the EUTOPIA Alliance, working on similar or complementary topics, and should solve one of the current main obstacles in the development of new collaborations at the scale of the Alliance, namely the identification of potential collaborators.

In addition to these repositories, the EUTOPIA Alliance is present in **SciVal bibliometric tool**¹² as a group of institutions. SciVal allows users to analyse the scholarly production and its impact as well the international scientific collaborations in every discipline through a bibliometric analyse. SciVal is powered by one of the main bibliographic data bases, Scopus, which is Web of Science competitor¹³. Users can therefore analyse EUTOPIA's publication output as well as the research collaborations within the Alliance. Furthermore, Scival allows users to find the name and the list of publications of researchers working on certain topics as wells as their university and laboratory affiliation. The advantage of a EUTOPIA tag and group of institutions on SciVal is that we can quickly obtain information on EUTOPIA's research output – within the limits of the background bibliometric databases - with no interoperability issues between the partners information systems.

2.5.3 Academic blogging and podcasts

Within the EUTOPIA Alliance, some of our university partners like GU and UoW provide a specific section on their websites with links to the researcher's academic blogs and podcasts. Other partners like CY subscribe to information blog sites or provide a blog section for their research programmes or research centres like UPF:

Table n.4: Blog and podcast of EUTOPIA partner universities

	Blogs	Podcasts
CY	https://www.cyu.fr/cyu-sur-the-conversation	No specific website section
GU	https://www.gu.se/forskning/forskbloggar	https://www.gu.se/forskning/podcasts-pa-universitetet
UPF	https://ccs.upf.edu/en/blog/	No specific website section
UoW	https://blogs.warwick.ac.uk/	https://warwick.ac.uk/newsandevents/knowledgecentre/podcasts/

2.5.4 An EUTOPIA researcher directory: the EUTOPIA TRAIN Partnering Tool

Identifying potential collaborators by searching publication portals and other online resources may lead to unsuccessful outcomes if these researchers are not available to start a new collaboration. As a solution, it might be relevant to establish a list of researchers who are pro-actively searching for project collaborators. Such a list would enhance the chances of available researchers match, especially if it would provide a description of research interests and the type of collaboration sought (e.g. partners for external funded (e.g EU) project applications, co-supervision of PhD students funded by EUTOPIA scheme, etc).

¹² <https://www.scival.com/>

¹³ Pranckutė, 2021.

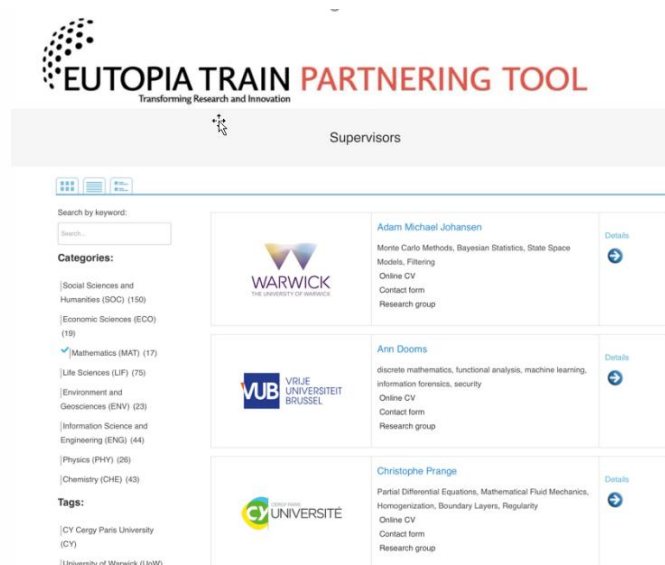
With that in mind, an **EUTOPIA researcher directory** has been created for the **Marie Skłodowska-Curie fellowship programme (MSCA)**. This is a stable online platform¹⁴ shared by the EUTOPIA network in order to enable fruitful collaboration between (1) Eligible Marie Curie candidates; (2) potential supervisors; and (3) MSCA fellows willing to mentor young researchers. This platform gathers information about 400 researchers. Thereby, it enables candidates to easily find a potential supervisor in a EUTOPIA university.

The benefits of this platform are the following:

- Candidates are able to visualize easily potential supervisors research areas and cv;
- candidates are able to reach out easily to potential supervisors working in the same or in similar fields within the EUTOPIA Alliance;
- candidates are able to receive advice from the support officers;
- candidates are able to get in touch with other Marie Curie fellows.

The Partnering Tool is part of WP5 outputs in the framework of EUTOPIA TRAIN task 5.3 "EUTOPIA digital support platform". It has been created with the objective of developing an online platform where researchers and R&I support staff can find up-to-date information on R&I matters. This platform (fig.1) will give access to an InfoDesk as the first point of support to researchers facilitating them to find the main contact people in the support offices, and to the partnering tool as an online database to facilitate postdoctoral fellows finding supervisors for MSCA calls.

Figure 1: EUTOPIA TRAIN partnering tool



The EUTOPIA TRAIN partnering tool will be presented in the TRAIN project Technical Report due in June 2022. Also, this tool will be part of the deliverable WP5 TRAIN (D5.2) "On-line EUTOPIA R&I digital support platform (Info Desk and Partnering Tool)" to be submitted in April 2023.

¹⁴ www.dev-EUTOPIA-university.pantheonsite.io

2.5.5 EUTOPIA SIF professional and social networks

The development of an embryo of social network for early stage researchers represents a milestone in EUTOPIA TRAIN. The main objective of these professional and social networks for EUTOPIA-SIF fellows is to provide useful tools regarding:

- their professional network development as a part of EUTOPIA-SIF programme or as alumni;
- the development of internal EUTOPIA-SIF network to keep in touch with EUTOPIA SIF other fellows and alumni;
- training in communication skills.

These professional and social networks are connected with related professional, institutional or corporate accounts (EUTOPIA, the partner universities official accounts, IAS accounts, personal accounts of researchers, university presidents etc.) to attract new contacts and opportunities for the fellows and the alumni.

For SIF fellows & alumni the EUTOPIA-SIF social media accounts should be a way to enhance their own professional network. The primary advantage of the social medias is to enable fellows to connect with people useful for their careers:

- the EUTOPIA-SIF community;
- the EUTOPIA research community;
- the researcher community related to each fellow research interest.

The social medias labelled “EUTOPIA-SIF” cover the above-mentioned communities by providing the following information by order of importance:

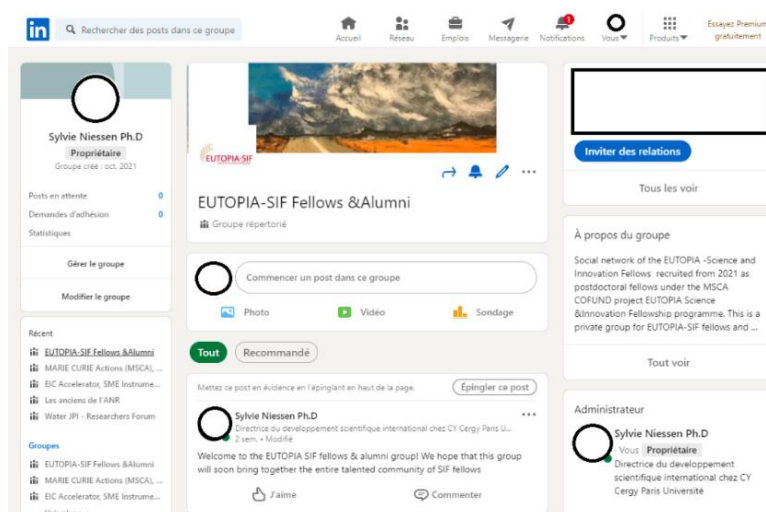
- SIF related formation (opportunities and calls);
- SIF and EUTOPIA trainings and activities;
- research results;
- outreach: EUTOPIA or partners events related to the fellows’ interests.

LinkedIn SIF group

The restricted LinkedIn group “EUTOPIA SIF fellows & alumni” was created in October 2021 in order to develop internal relations between fellows & alumni. The group is moderated by EUTOPIA SIF coordinators (for entrance only) and EUTOPIA SIF fellow are free to post if they respect the basic rules of ethics and cordiality.

The LinkedIn group enables fellows to:

- discuss about their projects;
- share information about events they organize;
- share information (trainings, seminars, conferences, reports, guides, opportunities, etc.).

Figure 2: EUTOPIA-SIF Fellows & alumni LinkedIn group

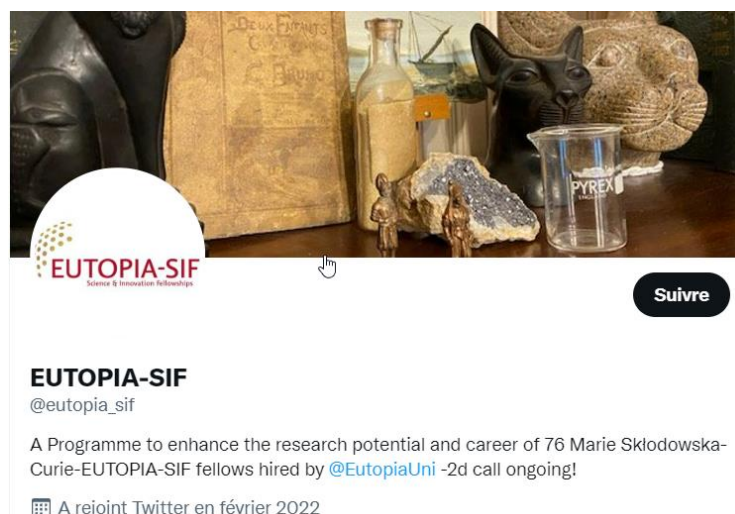
This group will gain in importance as the number of new cohorts will increase

The EUTOPIA-SIF twitter account

The EUTOPIA-SIF Twitter account was created in order to develop external EUTOPIA-SIF relations between fellows & alumni and the research/ innovation community. The account, created in February 2022, is managed by the EUTOPIA-SIF coordinators. The fellows have been invited to propose content and illustrations.

The EUTOPIA SIF account follows and invites to be followed by:

- all the EUTOPIA-SIF fellows owning a twitter account;
- EUTOPIA university official account;
- all the official twitter accounts of partners universities (via the EUTOPIA communication common team);
- EUTOPIA VIPs (Chair, university president & vice presidents, professors and experimented researchers, ERC grantees).

Figure 3: EUTOPIA-SIF twitter account

EUTOPIA-SIF alumni will hopefully reach permanent Principal Investigator positions or manage their own research groups and should in a close future provide interesting opportunities (research collaboration, positions, provide PhD students, etc.) to the current fellows through these social network accounts.

2.6 Recommendations

We propose the following recommendations for the Connecting researchers' section.

In order to implement a harmonized one-stop-shop allowing to present all the activities of the EUTOPIA research community, the Information Systems of each partner should be nudged on a convergent evolutionary route:

- **Recommendation 1:** Better use of the existing CRIS by providing a handbook or a webpage that explains how to browse all the EUTOPIA Partners information systems (list, links, technical support and trainings when applicable)
- **Recommendation 2:** Promote EUROCRIS standards (the CERIF (Common European research Information Format) for the future partners CRIS upgrades, in order to reach a full interoperability within all the alliance. Indeed, as it emerged in the last euroCRIS conference, the integration of the different information systems and CRIS is a global trend that may allow to ensure research information exchange and aggregation in the EUTOPIA Alliance.
- **Recommendation 3:** Identify additional functionalities answering to the growing EUTOPIA research community needs to better know each other and connect easily: accurate researchers' profiles, tags for specific matchmaking (project partner search, *ad hoc* expertise, research infrastructure sharing etc.). Consider using the EUTOPIA TRAIN Partnering tool as a basis for this future development.
- **Recommendation 4:** Source the needs of the other European universities to get inspiration and gather potential partners to share costs in case developing CRIS functionalities dedicated to European universities happen to make sense and could result in a pre-commercial procurement network or common bid.
- **Recommendation 5:** Include the partner financing bodies Key Performance Indicators (KPI) provision into the future common tool. Promote optimized KPI request through European universities and funding authority's consensus working groups.

As **external researcher profiles (ORCID and Academic Social Networking Sites)** may also present many advantages, researchers should be encouraged to use them:

- **Recommendation 6:** Privilege the creation of an ORCID profile and promote its specificities: the unique and persistent identifier.
- **Recommendation 7:** Compared with Scopus-SciVal, Web of Science-InCites, ASNS like Research Gate offer new forms of scientific dissemination and promotion along with other forms for measuring academic impact. Training options should be offered to early stage researchers to help them optimize their choice of external researchers' profiles and link through ORCID.
- **Recommendation 8:** Encourage researchers to include an EUTOPIA tag in the affiliation section of their ORCID profile. In order to achieve this objective, EUTOPIA together with other European universities should request the inclusion of a defined list of European universities on ORCID. It will be therefore possible to establish a harmonised tag-list of European universities which will prevent researchers from committing mistakes when creating or updating their ORCID profile. This list should also be included on ASNS.

External researcher profiles (Open Social and Professional Networks): Nowadays it is almost impossible for researchers to not to have a professional online profile where they can share and diffuse updated information about their work, get to know the work of other researchers in their area, and connect with peers. In case of the use of open professional networks like LinkedIn and social networks like Twitter it is

essential to clearly distinguish between a personal and a strictly professional use as well as be aware of the fact that once users share some information on their profile they will not always have full control of it after its publication.

Furthermore, Open Professional Networks are useful for consolidating connections between institution fellows as well as to keep future alumni in contact. The EUTOPIA SIF fellows LinkedIn may function as pilot case for this purpose within the EUTOPIA alliance.

- **Recommendation 9:** Encourage the use of EUTOPIA secondary affiliation for the EUTOPIA researcher community on LinkedIn, in order to promote the alliance to potential new stakeholders.

Academic Blogs and podcasts should support the promotion of the EUTOPIA Alliance to non-academic communities and external stakeholders:

- **Recommendation 10:** A specific section for EUTOPIA researchers academic blogging and podcasting activity should be created on the alliance website. This space could list and aggregate all the different university partners' activity in this field. The current blog and podcast section on the Gothenburg University and Warwick University websites could serve as a model for the future EUTOPIA blogging and podcasting website. Both of them allow to showcase researchers' blogs and podcasts through a brief description and links. This could be organised according to a wide disciplinary distinction.

3. Supporting collaborations

In the previous section of this report, we focused on digital tools allowing researchers to identify opportunities for collaboration and to connect research peers and partners. In this section we will now focus on the digital tools that allow efficient support for collaborative work between researchers once they have initiated their collaborative project.

Exchange of ideas and shared activities are key features in research that may result in collaborations when researchers also share similar questions and objectives. We assume that, on the one hand, there will always be a part of research work that will need to be done face to face. For these activities, EUTOPIA intend to continue offering physical mobility programmes suitable for a variety of profiles, from short visits to longer stays.

On the other hand, EUTOPIA should also seek to provide efficient digital tools to help a transition to an effective, sustainable and inclusive digital collaboration era. This requires digital cooperation environments through adequate platforms that allow resource sharing and knowledge exchange as well as tools enabling research groups to team up.

Progressing in both directions will give us the opportunity to guarantee flexibility to researchers regarding the way they work and the way they interact with their peers. Indeed, the availability of digital tools and facilities based on the needs of researchers allows them to maximise the means of accessibility and inclusivity, with hybrid solutions, when meetings in-person are not possible for everyone (economic reasons, accessibility issues, etc.), as well as sustainability in terms of environmental impact¹⁵.

¹⁵ Regarding the advantages and the future of virtual meetings and conferences see Moss, 2020: 49-50; 2021: 214.

In order to identify the appropriate digital tools for research collaboration it is necessary to recall that research work will typically proceed through a series of steps. In fact, once researchers have established new bonds and connected with new partners, their research work will normally go through the following phases:

- 1) Idea generation and partnership building
- 2) Problem definition, procedure design and discussion.
- 3) Research project implementation (observation, data analysis, interpretation, finalization of output).
- 4) Communication and dissemination of results.

When it comes to scientific collaboration, researchers may also go through all these steps with the support of a series of digital tools that we can classified in the following categories:

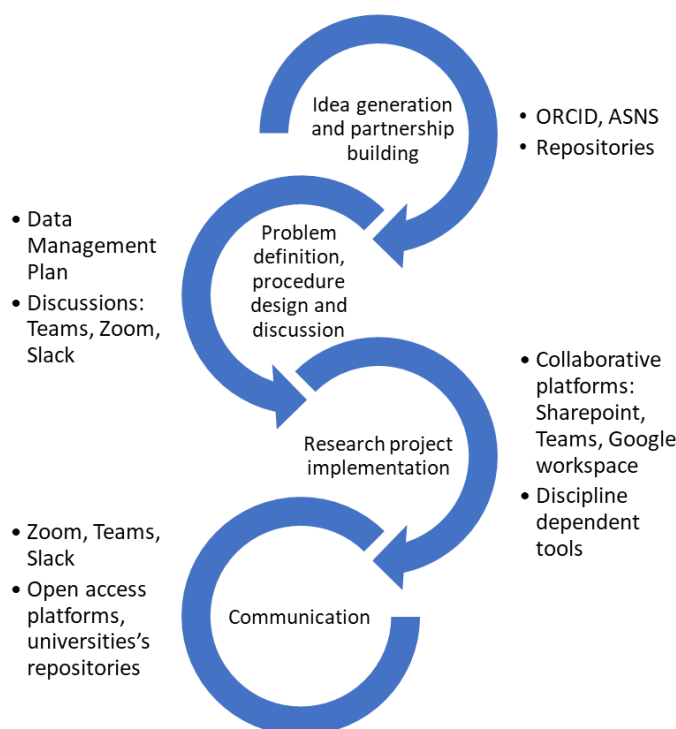
- Tools supporting virtual meetings and discussions.
- Data Management tools.
- Document sharing and online collaboration tools.
- Communication and dissemination resources.

We will not discuss in this report specific disciplinary digital tools, including disciplinary e-infrastructures such as [Darjah](#) for Arts and Humanities, [EPOS](#) for Earth Sciences or specific resources provided by university partners libraries¹⁶. The Electronic Laboratory Notebooks (ELN)¹⁷ are another important digital tool that can be used in the field of Natural and experimental Sciences in accordance with the FAIR principles. An ELN is a software that allows one or more users to create note files and organise them as well as it can include the following functions: mathematical calculations, 3D simulations, creation of graphs, or reading and interpreting computer codes.

Figure 4 shows the phases of scientific work during a research collaboration listed above and some examples of the digital tools appropriate to each of these steps:

¹⁶ Links to EUTOPIA partners university libraries: [CY](#), [GU](#), [UL](#), [UPE](#), [UoW](#), [VUB](#).

¹⁷ For further reading see European Commission, Directorate-General for Research and Innovation, Switters, J., Osimo, D., *Electronic Laboratory Notebooks (ELNs) as key enablers of open science: open science monitor case study*, Publications Office, 2019, <https://data.europa.eu/doi/10.2777/07890>.

Figure 4: Digital tools in support of Research project phases

3.1 Virtual discussions

We have already presented in chapter 2 the digital tools researchers can use in order to connect with their peers and build new partnerships. In order to collaborate, researchers should firstly be able to easily communicate and meet online all along their scientific collaboration, from short chats, informal meetings and work meetings to seminars and larger events.

The Covid crisis forced all universities to grant access to online meeting tools: Zoom (created in 2011), challenged recently by Teams (created in 2017), Google Meet (created in 2019). As we are slowly coming back to a normal life, each partner university is now able to rely on at least one tool for meetings and discussions as presented table 5.

Table n.5. Virtual meeting tools available in EUTOPIA partner universities

	Available meeting tools
CYU	Teams account I/ full Zoom account
GU	Teams account/ full Zoom account
UL	Teams account
UPF	Google meet
UoW	Teams account
VUB	Teams account

The EUTOPIA Alliance has chosen Teams as the digital meeting tool to guarantee the collaboration between partners. The tool is linked to Microsoft 365 resources, which is the most used workspace in EUTOPIA Alliance. We will develop Teams usage for sharing documents in section 3.3.1 EUTOPIA TEAMS. All EUTOPIA partners provide Team accounts out of UPF.

If meetings are easy to organize on Teams, the chat option may be more uneasy to use at EUTOPIA scale as it is necessary to switch an invited account, by each university.¹⁸ In other words, Teams lacks an integrative solution in a multi-institutional environment.

In order to overcome this difficulty, researchers may use other tools, such as Slack, where you can create a workspace, invite external collaborators and start chat, exchange documents and collaborate in a free version with limited options or with a professional account. The EUTOPIA-SIF first cohort of fellows use Slack in order to manage their activities and keep in touch seamlessly as they are dispatched in the six partner universities.

In addition to Teams, EUTOPIA researchers can discuss through a recently created platform: The EUTOPIA collaborative spaces. This platform allows to create forums where EUTOPIA researchers can ask questions about a certain topic to other researchers from a partner university. We will present this tool in section 3.3.3 EUTOPIA collaborative spaces as it is mainly focused on sharing documents purposes.

3.2 Data management

When researchers have to define their research problem and design an action plan for their project, *i.e* the management of all data related to a project life, they should also define a Data Management Plan (DMP). A DMP it is a document that allows to define and plan all the actions regarding the management of the data that will be used, collected or produced during a research project. A DMP is to be produced at the beginning of a research project, but it could be updated afterwards according to evolution of the researchers work. The realisation of a DMP has therefore the following benefits:

- It allows to make research data FAIR.
- It allows to evaluate the necessary resources for a research project.
- It allows to define the different responsibilities within a project.

Each EUTOPIA university have defined guidelines and templates as well as they offer trainings for the fulfilment of DMP. EUTOPIA universities' support services for DMP are presented table 6.

Table n.6: EUTOPIA partners services in support of Data management.

	Trainings and guidelines	Templates and examples
CY	<u>OPIDOR</u> tools and webinar	<u>OPIDOR public plans</u>
GU	<u>Create a DMP - guidelines and trainings</u>	<u>Create a DMP - examples</u>

¹⁸ The Teams invited status enable also to share documents.

UL	Open research data guidelines and trainings by <u>Social Science Data Archives</u> at the UL Faculty of Social Sciences: <ul style="list-style-type: none"> • <u>Research Data Management and Open Data</u>, 2015 • <u>Research data management and open data</u>, 2015 (training for doctoral students) • <u>Preparing research data for open Access: preparation, deposition, preservation</u>, 2014 (training for researchers) • <u>Role of librarians in opening up research data and managing bibliography of researchers</u>, 2014 	<u>Data management template</u>
UPF	<u>Guidelines</u> for data management <u>Guidelines for PhD students</u>	<u>Templates and online tools</u>
UoW	<u>Guidelines</u>	<u>Templates and examples</u>
VUB	<u>Online courses</u> (links are only accessible for VUB): <ul style="list-style-type: none"> • Introduction to Research Data Management (RDM) curriculum (for all researchers, mandatory for doctoral candidates) • Writing a Data Management Plan (DMP) for grant applications (for all researchers) 	https://dmponline.be/

The EUTOPIA-SIF programme requests all the fellows to produce a DMP, using the resources available in their host university or research group, as long as they include the items demanded by the European Commission¹⁹.

3.3 Sharing documents

As researchers establish a partnership and start working together, they must also be able to easily share and modify common documents regarding the implementation of their projects. For this purpose, they must have access to shared digital collaborative platforms.

3.3.1 EUTOPIA TEAMS

As we have presented in 3.1, the EUTOPIA Alliance has chosen Teams as the digital meeting tool for cooperation between partners. Teams includes Microsoft Office applications and services for shared and collaborative documents that researchers can modify online. The only member that does not have a Teams licence is UPF.

¹⁹https://ec.europa.eu/research/participants/docs/h2020-funding-guide/cross-cutting-issues/open-access-data-management/data-management_en.htm

Researchers can therefore collaborate through TEAMS. However, as there is no common EUTOPIA TEAMS licence, if a group of researchers from different EUTOPIA universities decide to collaborate they cannot all work together through TEAMS as owners of the project. Some of them should be invited to work as guest through a partner university account, be able also to use the chat options always centred in the host partner university.

3.3.2 EUTOPIA sharepoints

Since the establishment of the EUTOPIA Alliance a series of Sharepoint sites have been created in order to guarantee the implementation of the EUTOPIA global supporting projects such as EUTOPIA 2050, EUTOPIA TRAIN and EUTOPIA SIF.

Likewise, for the implementation of the EUTOPIA Young Leader Academy programme, a **specific Sharepoint** site was also created, available to the fellows in order to facilitate the sharing of information and documents between coordination and fellows. The Sharepoint tool answers to date the needs of researchers concerning document sharing.

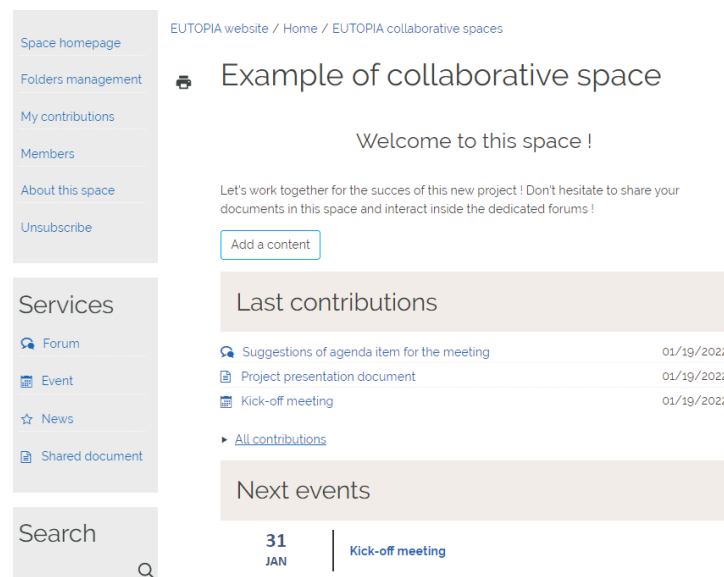
3.3.3 EUTOPIA collaborative spaces

The [EUTOPIA website](#) provides researchers and the whole EUTOPIA community with unique and **common collaborative spaces**. Within this space, users can share documents, news, announce events or meetings and discuss. This tool **can be used by anyone from the EUTOPIA universities as well as by external users** like extra-academic stakeholders we wish to collaborate with. Registration is needed with an email address.

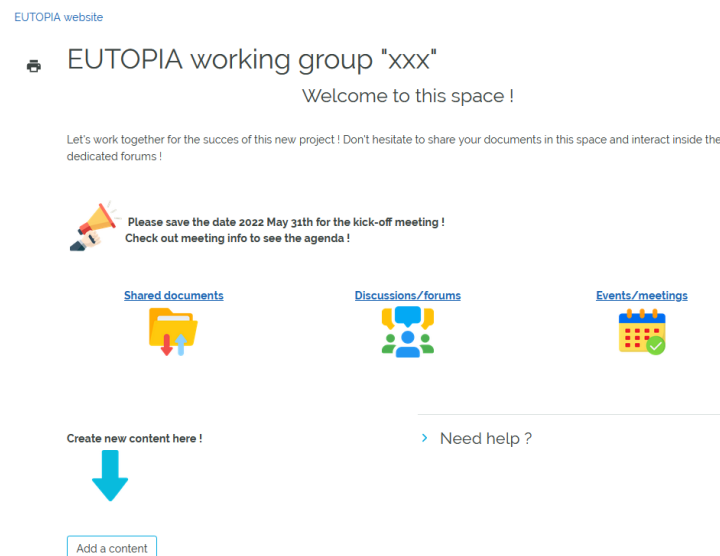
The advantages are:

- Collaborative spaces are accessible from a unique common and centralized platform for all EUTOPIA universities partners. The information is not scattered throughout universities' systems.
- Users can first work together, brainstorm, share documents inside the collaborative spaces and then use the website features to communicate and disseminate their actions and initiatives.

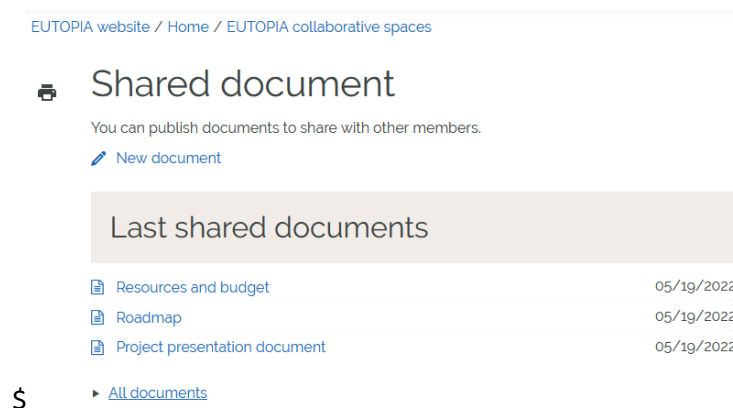
However, although users can share documents through the new EUTOPIA collaborative spaces, they cannot modify them online. Moreover, the registration procedure is not connected with the different universities' accounts, so researchers should create a new account in order to use this platform.

Figure 5: EUTOPIA collaboratives spaces

Collaborative spaces can also be customised for projects or communities of practice.

Figure 6: Customization of EUTOPIA collaborative spaces

The collaborative spaces allow also sharing documents, but there are not online collaborative options. All the documents should be downloaded, modified and then uploaded again.

Figure 7: EUTOPIA collaborative spaces document sharing options

These constraints make this option not ergonomic enough for research collaboration supporting tools, and without any improvement, we may not promote its use and direct researchers to Teams solutions.

3.4 Communication and dissemination activities

For communication and dissemination during the research process as well as for communication of research results, researchers may use digital portals to share their publications and the related metadata when applicable. For this purpose, they will use the EUTOPIA university partners repositories that are part of universities information systems as explained in sections 2.1 and 2.5.

In addition to the university repositories, researchers are also used to participate and organise remote and hybrid meetings like trainings, seminars, or even large events like conferences and symposiums. As Moss *et al.*²⁰ analyse the question of whether after the COVID crisis the future of scientific collaboration (through seminars and conferences) may rely only on a rush back to in-person interaction or may benefit from this crisis by improving the collaboration processes through a global democratization of digital tools, the authors recall the advantages online meetings might provide and give recommendations for their organisation.

Digital meeting tools give not only the opportunity to organise virtual seminars, meetings and conferences but also to set up hybrid options. Hybrid meetings offer two modes of organisation: 1) with people in-person and remote 2) through the organisation of different in-person subgroups in local hubs. The Future of Meetings (TFOM) website²¹ may be a useful information provider when it comes to organize the new generation of conference. The TFOM community also provide on their website a very useful report gathering many tools that could be used to organize attractive and interactive meetings.

Hybrid and remote meetings offer also specific benefits regarding sustainability and climate change mitigation, as well as a reduction of logistic costs. Besides, they offer the possibility of making improvements in two other important aspects:

- The reduction of harassment among participants.
- The inclusion of participants who normally cannot afford travel expenses or cannot travel because of a physical disability.

²⁰ Moss, 2020: 49-50, 64-73 ; 2021 : 213-216.

²¹ <https://thefutureofmeetings.wordpress.com/>

Nonetheless, it must be underlined that digital meetings cannot yet guarantee a homogenous involvement of participants. This problem concerns mostly hybrid meetings. Furthermore, digital meetings could entail a strong fatigue for participants who must attend to a whole day session behind a screen as well it reduces the chances for fortuitous interactions that in-person meetings give. When it comes to international meetings, online meetings also pose a problem regarding time zone differences. Specific rules should therefore be defined for both hybrid and totally remote meetings in order to mitigate these difficulties.

Table 7 summarizes the advantages and drawbacks of all these different types of meetings.

Table n. 7: Advantages and drawbacks of meeting organization levels:

	In-person	Hybrid options 1 and 2	Online
Advantages	Personal interaction between speakers and public. Personal interaction during breaks and informal meetings.	Logistic and costs gain. Inclusion.	Limits logistics costs (travels, accommodation, catering, conference rooms, posters, badges, catalogues etc.). Logistic and costs gain. Inclusion.
Drawbacks	Costs: Travel and accommodation; organization (rooms, catering, communication material); environmental impact. Accessibility: costs, time travel to location, distance, disability or health issues for accessibility.	Possible inhomogeneous involvement of participants. People in local hubs may interact more within their hub.	Digital-meeting fatigue; loss of serendipitous hallway conversations; impersonal interactions; time zones differences for international meetings.

3.4.1 University repositories and EUTOPIA metadata portal

As we have presented it in 2.5 (see also table n.3), the **universities' repositories**, which are part of the EUTOPIA university partners information systems, gather in accordance with the FAIR principles research output data and metadata. Likewise, **the EUTOPIA metadata portal**, is currently being developed by WP3 in order to increase Open Access publications and Open Data as well as to stimulate collaboration within the EUTOPIA Alliance partners. The metadata will link to the source with the specific research outputs.

The different university repositories as well as the metadata portal may not only encourage researchers to find new collaborators but provide them also a platform to showcase their research output outside and within the EUTOPIA Alliance.

3.4.2 Online and hybrid seminars and workshops

Online and hybrid seminars and workshops are becoming very usual within EUTOPIA alliance. As a testbed for enrolling early stage researchers to use digital tools for online seminars, both EUTOPIA-SIF and Young Leaders Academy programmes look forward to train their respective fellows to get used to participate and organize online events. Other EUTOPIA TRAIN activities deliver online resources especially the Open Science and the Citizen science activities of TRAIN WP3.

EUTOPIA-SIF training programme

Within the frame of EUTOPIA-SIF programme eleven virtual trainings have been organized via **Zoom**. A metaverse tool, Gather.town has also been used for a specific session on engagement by the Warwick

Institute of Engagement. These trainings have been commonly organized by EUTOPIA-SIF coordination and Warwick Advanced Studies, and consist in open sessions through distance learning modules and webinars. They facilitate new cooperation, promote transferable skills that complement researchers scientific/technical skills and support their career development in both academia and industry. As these training needed different level of interaction between the speakers and the fellows, virtual breakout rooms were created when the training has to be delivered to small groups.

EUTOPIA-SIF monthly fellow virtual seminar

All EUTOPIA-SIF fellows are invited to organize a monthly EUTOPIA-SIF virtual seminar consisting in cross-disciplinary research presentations, conducive of informal exchange and networking. The interaction between fellows from different disciplines expose them to benchmarks, allows them to exchange on best practices and know-hows relevant for their research programmes and career.

During the 1st year cohort, eight virtual seminars have been organized where all the EUTOPIA-SIF fellows were able to present their research projects via **zoom**. The EUTOPIA research community is invited to join all these seminars via internal emailing. At the end of each session the audience has been invited by the SIF fellows to answer to a quick online survey in order to improve their communication skills and better understand how to captivate the public.

Young Leaders Academy online activities

Two online trainings in Leadership have been organised for Young Leaders fellows via zoom.

A hybrid symposium (in-person and via TEAMS) on impact in research took place on June 30th 2022 within the frame of the 5th EUTOPIA WEEK in Brussels²². Fellows were invited to participate in-person, but it was also possible to participate remotely and the session was also streamed on teams.

EUTOPIA TRAIN Citizen Science

The EUTOPIA TRAIN Citizen Science Clinic consists in a series of online workshops organized by WP3 specially designed to share challenges and ideas about citizen science work through a zoom meeting organized after the registration of the participants²³. Each online workshop begins by the analysis of a participant situation and then focus, within a broader frame, on how to apply this analysis to the work of other participants. Three sessions have already taken place: 08/03/2022; 26/04/2022; 07/06/2022. New sessions are planned every six weeks from September 2022 and will be promoted to the early-stage researchers of EUTOPIA-SIF and EUTOPIA co-tutelle programmes.

3.4.3 Virtual conferences or large events

EUTOPIA-SIF programme

The official EUTOPIA Science and Innovation Fellowship Program Kick-Off took place through a full-day virtual conference and meeting via zoom on the 14th of October 2021. The organization of this event by the SIF coordinators has been supported by the EUTOPIA communication team. The use of several zoom accounts was necessary to be able to offer parallel open and restricted sessions.

²² <https://www.vub.be/en/EUTOPIA#programme>

²³ <https://EUTOPIA-university.eu/english-version/news/partner-news/EUTOPIA-train-citizen-science-clinic-an-online-workshop>

EUTOPIA week

As part of EUTOPIA 2050 project, every six months the EUTOPIA week is held in one of EUTOPIA's universities. This event is conceived as a milestone in the construction of the alliance and is an undeniable occasion for **networking opportunities**. Till date five EUTOPIA weeks have already taken place, three were fully online events due to pandemic situation. The EUTOPIA week online sessions have included conferences and short conferences, cultural visits, talks, workshops, and videos. These events have included the participation of the presidents and vice presidents, Work Packages leads and co-leads, actions leaders and members, students, staff, academics and researchers from the six partners of EUTOPIA.

Table n. 8: EUTOPIA Weeks digital tools and participation:


Host	Type	Digital tools
CY (29/06/20-03/07/2020)	Online	Zoom, streamed through Facebook and Youtube, EUTOPIA website and social media channels
Warwick (23/11/2020-27/11/2020)	Online	Zoom, dedicated website, EUTOPIA website, and social media channels
GU- (12/04/2021-16/04/2021)	Online	Zoom, dedicated website, EUTOPIA website, and social media channels
UPF- (22/11/2021-26/11/2021)	Hybrid: online + on-site	Zoom, dedicated website, EUTOPIA website and social media channels
VUB (27/06/2022-01/07/2022)	Hybrid: online + on-site	Teams, dedicated website, EUTOPIA website, and social media channels

EUTOPIA collaborative spaces

The EUTOPIA collaborative spaces presented in 3.3.3 may also support the organization of events and meetings, using the agenda options to easily produce programmes and invitations.


Figure 8: Event presentation options on EUTOPIA Collaborative spaces


EUTOPIA website / Home / EUTOPIA collaborative spaces




Kick-off meeting

Published by Tomy Quenet on May 19, 2022


 [Root folder](#) > [Forums](#)


 On May 31, 2022, from 14:00 to 15:30

We are happy to invite you to this kick-off meeting and start working together !

 Agenda

- Item 1 : Introduction (10 min)
- Item 2 : Round table (10 min)
- Item 3 : Project presentation (30 min)
- Item 4 : Deliverables and roadmap (30 min)
- Item 5 : Questions and answers (10 min)



 Here is the link to the meeting :
[Click here to join the meeting](#)

Attachments


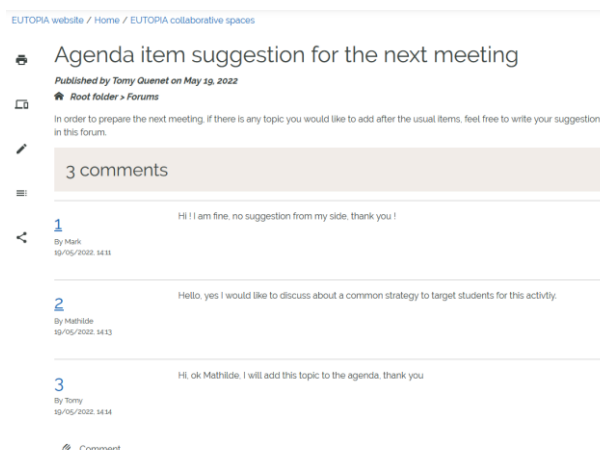
 [Roadmap.docx](#) DOC, 12 kB

Figure 9 : Agenda options on EUTOPIA collaborative spaces

Even if the collaborative spaces may not present enough advantages to date, they can be used seamlessly by all the EUTOPIA partners through the EUTOPIA website which represent an interesting starting point for future developments.

3.5 Recommendations

Collaborative research needs tools to share documents and work online. As discussed in this chapter, different digital tools have so far been implemented within the EUTOPIA alliance in order to support scientific collaboration between researchers from different partner universities. The Covid crisis accelerated the transition to an expansion of digital tools utilisation for collaboration purposes. This context brings us to a series of challenges regarding the integration and interoperability of all the digital tools available within EUTOPIA alliance.

The tools available to date at EUTOPIA level, for instance Teams and sharepoint, are adapted to the major tasks of research collaboration. Hybrid and remote meetings are becoming usual within the EUTOPIA alliance and already facilitate scientific communication and exchange for researchers from different EUTOPIA universities. However, when it comes to the implementation of fluid online events, some improvements could be reached. The main improvements should target the provision of online medium and large events in accurate and easy way.

- **Recommendation 11:** Promote Teams and Zoom use for small to medium scientific events, support the organizers with online trainings and workshops dedicated to early stage researchers and identify local support staff in addition to EUTOPIA communication team to help in the logistics during the events.
- **Recommendation 12:** EUTOPIA Events support Desk: encourage the sharing of local resources and tools in order to improve the professionalism of EUTOPIA online events through local communication teams and IT departments coordinated by EUTOPIA communication team.
- **Recommendation 13:** Online scientific large events like symposiums should also benefit from a support Desk in order to make use of the full advantages of the available tools. Technical support teams from each EUTOPIA university could agree on common rules and guidelines for online large meetings on the scale of the alliance. Concise reference documents should also be developed for the online events workflow.

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