Safety BY Design Of nanoMaterials

From Lab Manufacture to Governance and communication: Progressing Up the TRL Ladder

Call:	H2020-NMBP-15-2019
Topic:	Safe by design, from science to regulation: metrics and main sectors
Project type:	Research & Innovation Action (RIA)
Grant Agreement No.:	862296
Project start date:	1st April 2020
Project duration:	42 months

Deliverable 7.1: Website

Due date of deliverable:	Month 3
Actual submission date:	31st July 2020, Month 4
Partner responsible for this deliverable:	BNN, Austria
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Reviewed by:	Karen Steenson (UNIVLEEDS), UK
Revision:	v 1.0
Nature of Deliverable:	DEC
Dissemination level:	PU

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Document History

Version	Date	Comment	Modifications made by
0.1	30.07.2020	Deliverable version for approval from coordinator	Beatriz Alfaro (BNN)
0.2	30.07.2020	Review/Amendments	Karen Steenson (UNIVLEEDS)
1.0	31.07.2020	Submitted to Commission	Karen Steenson (UNIVLEEDS)

Contents

List of Abbreviations

BNN - BioNanoNet
D - Deliverable
EC – European Commission
EU – European Union
FAQ – Frequent Asked Questions
GA – Grant Agreement
KOM – Kick-off meeting
M – Month
UNIVLEEDS – University of Leeds
WP – Work Package

Summary

A website with the domain www.sabydoma.eu was created and published for the EU project, SABYDOMA, which is a European Union Horizon 2020 Research and Innovation Programme, under Grant Agreement number 862296.

The purposes of this website are to:

- Communicate and disseminate project relevant information (main ideas and objectives, work plan, beneficiaries, progress of the tasks, internal / relevant external events, activities, news, project outputs, etc.) to the general public; and,

- Provide access to internal and/or confidential information for project beneficiaries (internal documents, internal meeting minutes, etc.) published in a restricted area accessible only for project partners.

The contents of the website will be continuously updated.

Description of task

A project website was designed and implemented. It will be updated throughout the life time of the project. Relevant content was collected and prepared for the webpage. BNN was responsible for developing the website and linking to the private document sharing solution that has been chosen.

This document presents the project website and the logo that have been developed. The project website will be one of the main channels for communication and dissemination of project objectives, activities and outcomes. Therefore, it will be regularly updated to provide continuous information about the project to both the Commission, scientific and industrial communities, and the general public.

The project website will be active for, at least, one year after the end of the project.

Description of work and main achievements

Background of the task

The main objective of Subtask 7.1.1 “Public website” (as part of the Task 7.1 “Communication and Dissemination management”) is the development and maintenance of the SABYDOMA website (www.sabydoma.eu). It also makes a provision to provide links, where appropriate, to a restricted area for partners, where internal project documents and a communication channel are given. This is a ‘Team’ provided by UNIVLEEDS as part of the MS Teams Platform.

Access to the restricted area is by invitation to each member of project partner teams, and is controlled by username and password.

Description of the work carried out

These are the steps that were followed for the construction of the webpage of the SABYDOMA project:

1. Meetings between BNN and UNIVLEEDS (project coordinator) were on a regular basis in order to achieve the main aim of developing a webpage that represents the project.
2. Purchase of the three domains (www.sabydoma.eu, .com and .org).
3. Purchase of webhosting & SSL certificate.
4. Creation of the SABYDOMA logo and SABYDOMA icon.
5. Development of the “Coming soon website” of SABYDOMA.
6. Search of image pictures for the webpage.
7. Purchase of the website template.

8. Creation of the project e-mail address info@sabydoma.eu.

9. Development of the SABYDOMA website structure:

    - Home;
    - Project (subsections: project summary, project objectives, project work plan);
    - Team;
    - Events;
    - News & Media;
    - FAQ;
    - Contact; and,
    - Login: Link to restricted area:

10. Programming of the webpage template and adaptation to SABYDOMA's objectives

11. Compilation of texts for the SABYDOMA website

12. Construction of the official SABYDOMA website www.sabydoma.eu.

13. UNIVLEEDS has invited project partners to access the SABYDOMA MS Team.

14. Regular updates of the SABYDOMA website.

In the next subsections, the main contents of the project website and the project logo will be presented.

1. SABYDOMA's public website

Setting up the project website was the first phase of the project's communication, dissemination and exploitation strategy[1]. The SABYDOMA website is the main dissemination reference and describes the project, its objectives and the project partners. It also provides information about events and activities related to the project, as well as announcing forthcoming news/conferences/workshops/events.

The project website is accessible at https://www.sabydoma.eu/ (the domains .com and .org are also reserved and link to the .eu domain).

[1] https://www.iprhelpdesk.eu/sites/default/files/EU-IPR-Brochure-Boosting-Impact-C-D-E_0.pdf

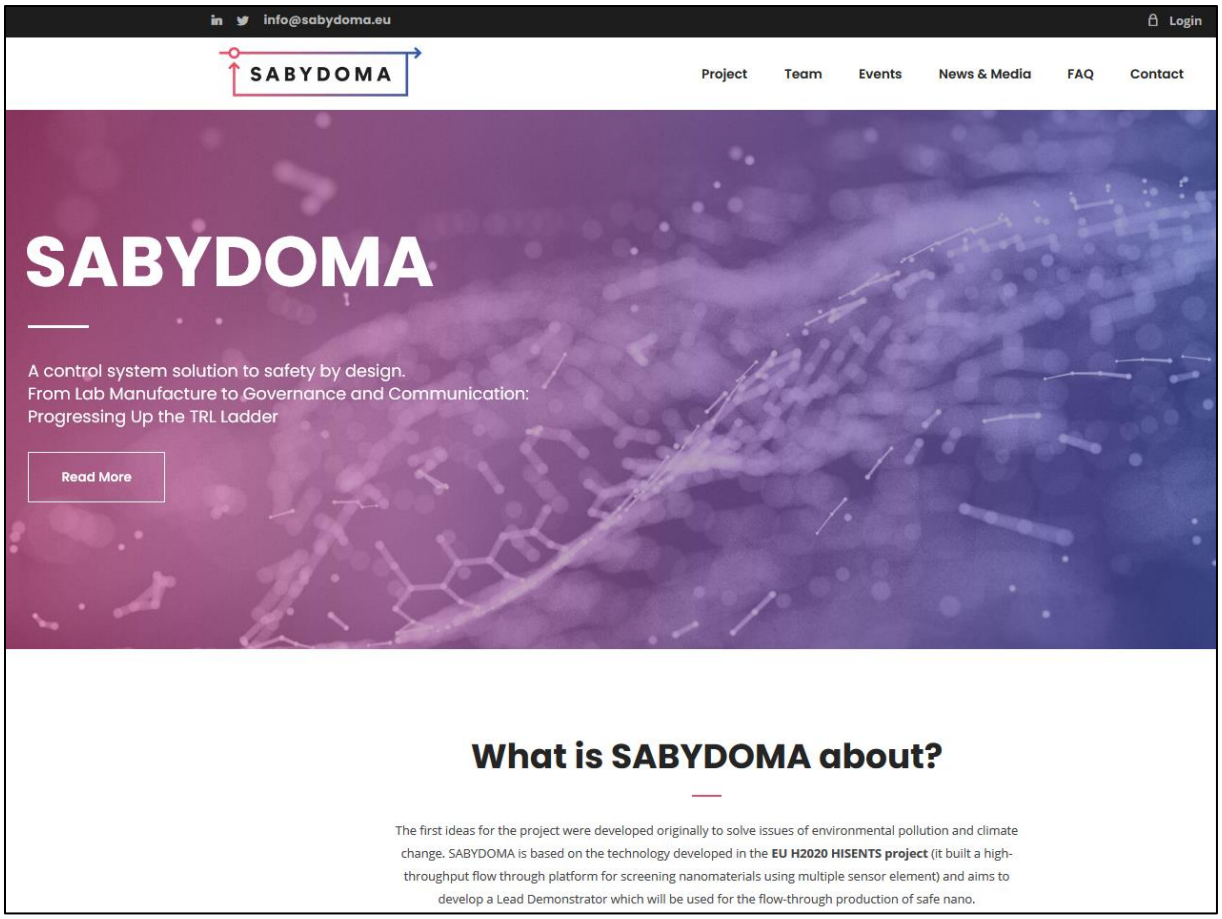

Figure 1: Website screenshot.

The main purpose of the website is to provide the community easily accessible, up-to-date and accurate information about the project and therefore it will be one of the main communication and dissemination channels of SABYDOMA.

More screenshots of the project website can be found in the “Results section”.

1.1. Public sections of the Website

The website was created at the beginning of the project and officially launched in July 2020. The purpose of the website is to serve as the main information gateway for the project. It will be regularly updated to provide continuous information about the project. Over time it will become the repository for all of the public dissemination materials, including presentations, posters, public deliverable reports, scientific publications, and training materials, if appropriate.

Through the website, general and specialized information are stored, updated and permanently accessible to any interested audience. In addition, the website provides information on all project objectives, work packages, beneficiaries, activities and results, as well as upcoming events/workshops/conferences.

The public website is divided into seven (six plus home) main areas, as follows:

- **Home** – Website main page: This gives an overview of the project with 3 subsections linking to the sections *Project Summary, Project Objectives* and the *Project Team* (see Figure 5 in the Results section). A banner with partner logos is also on this page. At the bottom of the page, the 3 latest news are highlighted.

- **Project section**: Presents, in its three sub-sections, an overview about the project, its objectives and the work plan (see Figure 6 in the Results section).

- **Team section**: A brief description of all project partners and their role in the project are presented in this section (see Figure 7 in the Results section).

- **Events section**: This section is one of the main dissemination tools, as all conferences, meetings, workshops, events, training schools, networking events, webinars, etc. that SABYDOMA is organising and/or attending with an active role are publicised. It is a constant reminder of the project's upcoming dissemination events (see Figure 8 in the Results section).

- **News & Media section**: All public deliverables and other project outputs are contained in this section (reports, press releases, newsletters, factsheets, posters, presentations, fact sheets, etc.) (See Figure 9 in the Results section).

- **FAQ section**: This section contains some special terminology that is found in the website, in order to make it easier for the general public to understand the content of the website and therefore the project (see Figure 10 in the Results section).

- **Contact section**: This section presents the contact details of the project coordinator, and an opportunity to contact the project (coordinator), via a form, with any queries or to find out more information about SABYDOMA, after agreeing with the Privacy Policy of the project (see Figure 11 in the Results section).

The *social media channels* used by the project as communication and dissemination instruments are also directly linked to the project website. These channels are Twitter (https://twitter.com/sabydoma) and LinkedIn (https://www.linkedin.com/company/sabydoma/). The two newest tweets are also displayed in the *footer* of the website, which is shown on every page at the bottom.

Additional to the main sections, the website also displays *Download*, *Imprint* and *Privacy Policy* sections.

In the *Download Section*, it is possible to download the project logo and the project icon in high quality for dissemination purposes.

The *project acknowledgement* is searchable, as required by the European Commission, in the *footer* of the webpage throughout all the sections.

The website will be updated on a regular basis during the project lifetime and will be maintained for at least one year after the project end.

1.2. Restricted Area

The University of Leeds has set up a restricted/password protected area for internal documentation exchange, using its Microsoft Teams platform. Partners are given access via invitation from the SABYDOMA MS Team site.

The purpose of this section is to collect all project documentation and to use this SABYDOMA MS Team as the complete project database and the most appropriate means for storing confidential materials. The documents are organized by appropriate Team 'Channels' and in different folders and it contains: official documentation (project documents as the Project Proposal, the Grant Agreement, the Consortium Agreement and all EC communications), templates, project meetings info (agenda, minutes and presentations), final versions of deliverables, activity reports, monitory reports, dissemination documentation, etc.

The management of this private area is carried out by the coordinator UNIVLEEDS who uploads relevant documents. In addition, project partner contacts are also able to upload information.

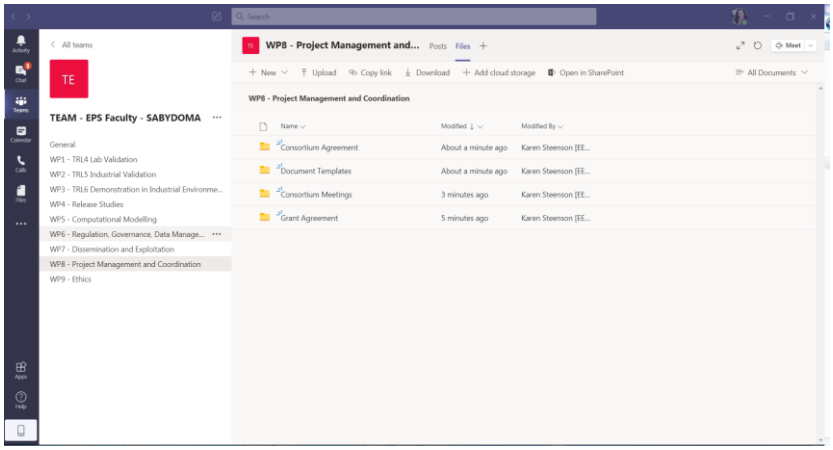

Figure 2: SABYDOMA MS Team screenshot.

2. SABYDOMA's Logo

The project logo includes the name of the project (SABYDOMA) and its main ambition: seeing SbD as a control system solution to manufacture safe nanomaterials, coupling the existing and recently developed online and high throughput screens directly to the output of online nanomaterial production processes, as the signal from the screens, feeds back and accordingly moderates the nanomaterial production.

Figure 3: Project logo.

We have created a SABYDOMA icon (*favicon*, for social media, for example) and different versions of the logo for appropriate use depending on the background where it is going to be used.

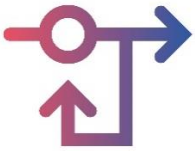

Figure 4: Project Icon.

Figure 5: Project logo – Version in black.

Results

The creation of the website was done in close collaboration with the coordinator, UNIVLEEDS. Everything went smoothly and worked well.

The “Team section” was developed in close collaboration with all project partners.

The following screenshots show the different sections of the SABYDOMA webpage (please see *Annex 1* for screenshots of the whole pages):

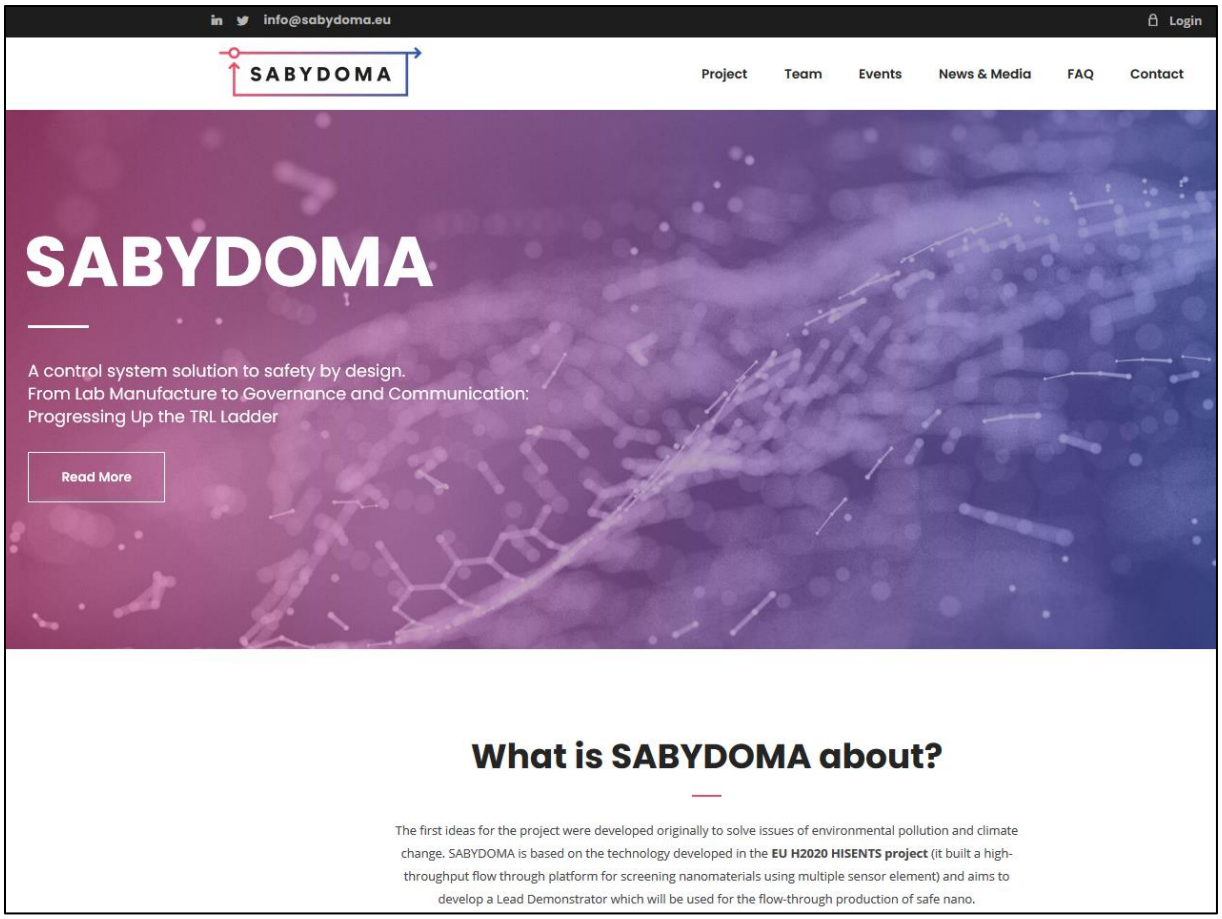

Figure 6: Website homepage.

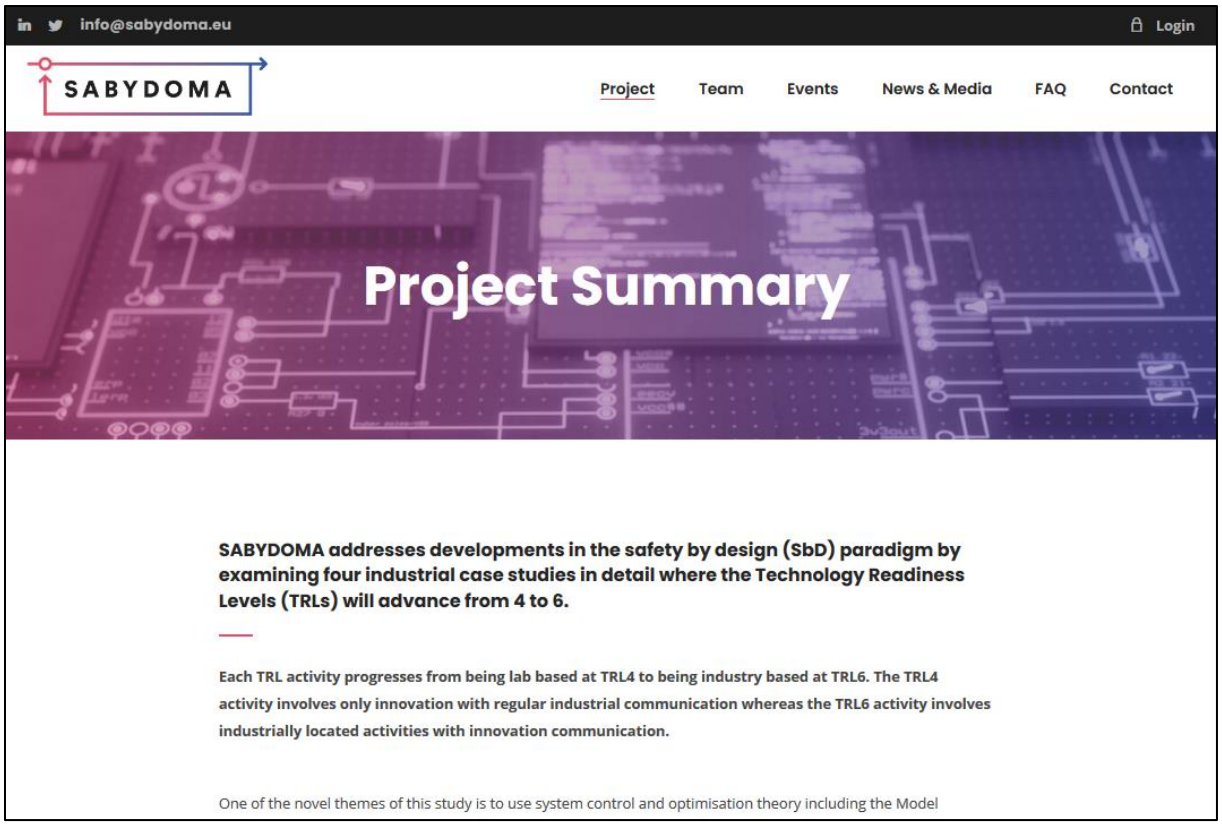

Figure 7-1: Project section – "Project Summary" Subsection.

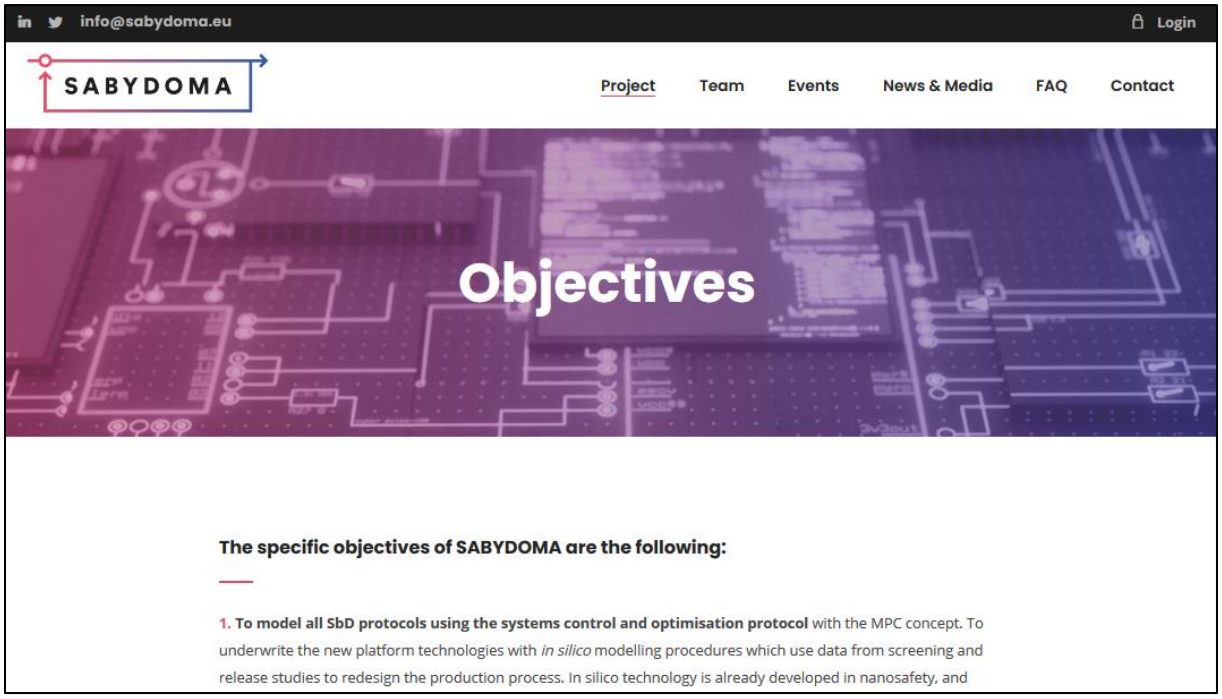

Figure 7-2: Project section – "Project Objectives" Subsection.

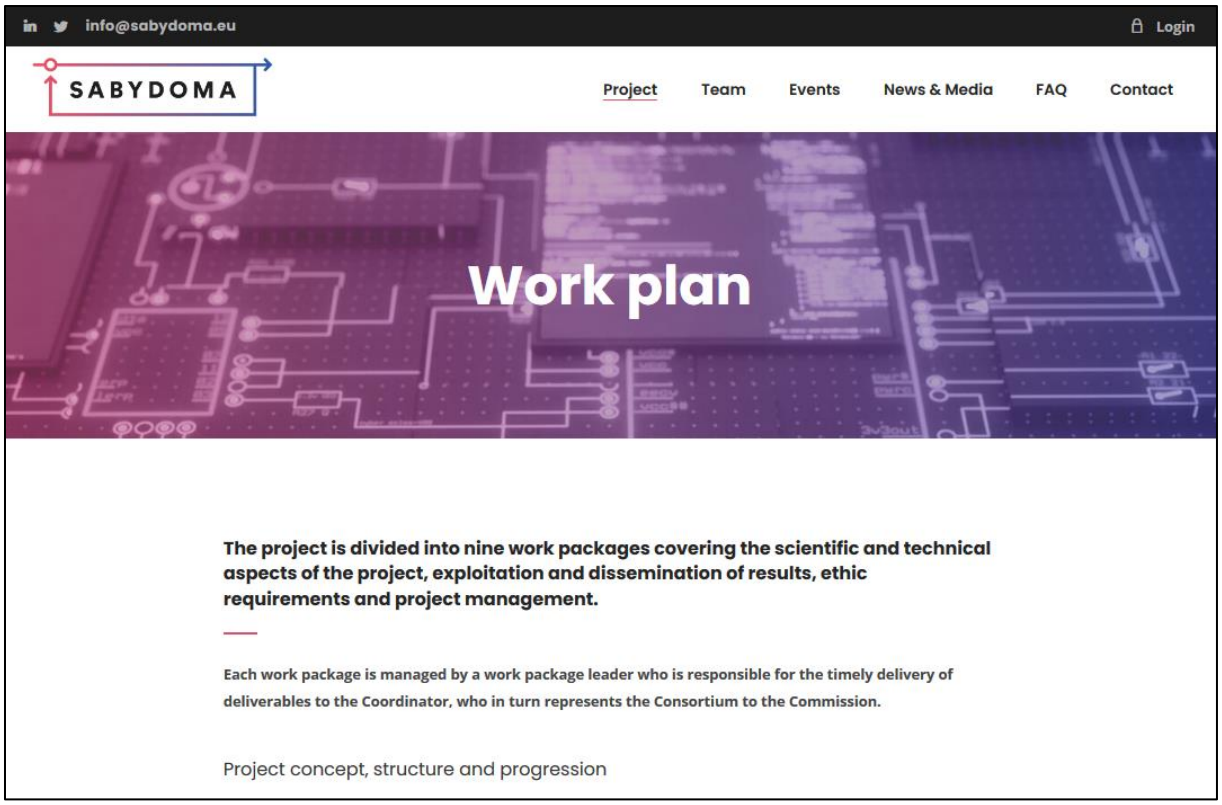

Figure 7-3: Project section – "Project Work Plan" Subsection.

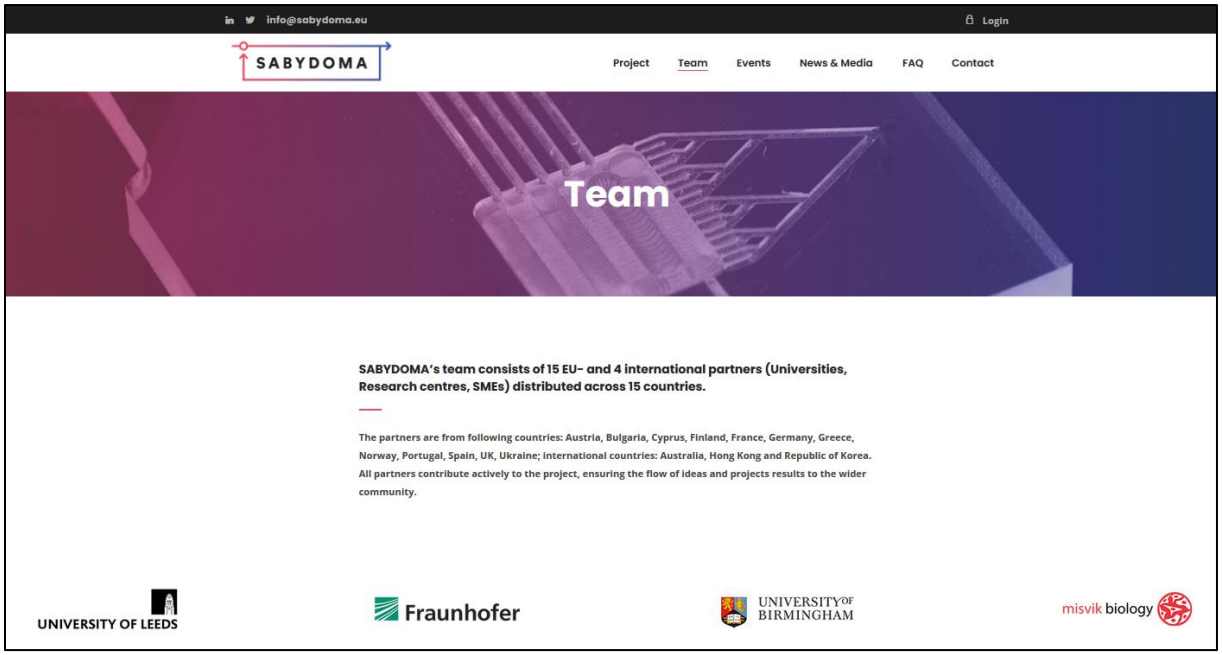

Figure 8: Team section.

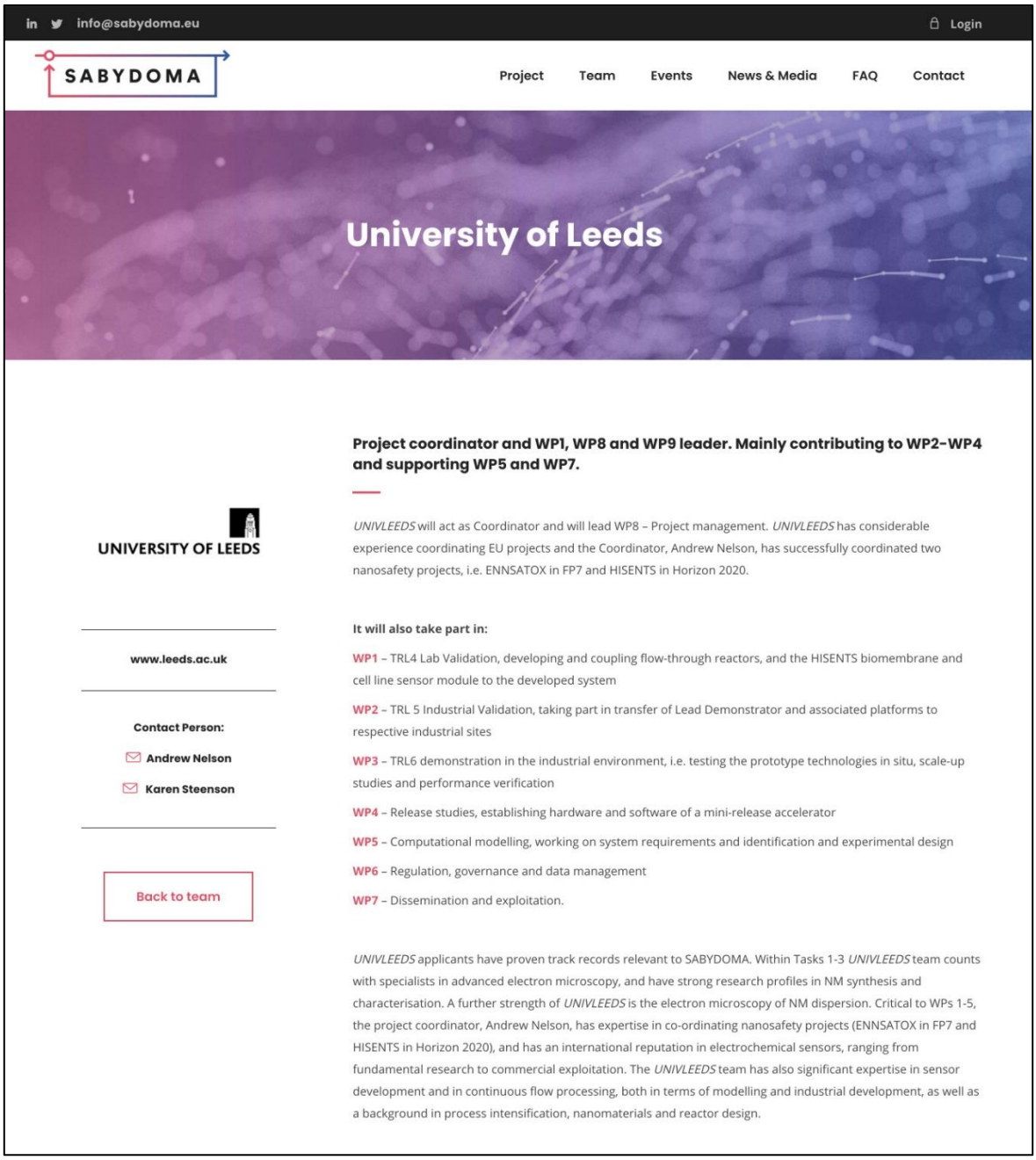

Figure 8-1: Team section – Subpage of one of the partners (University of Leeds/UNIVLEEDS).

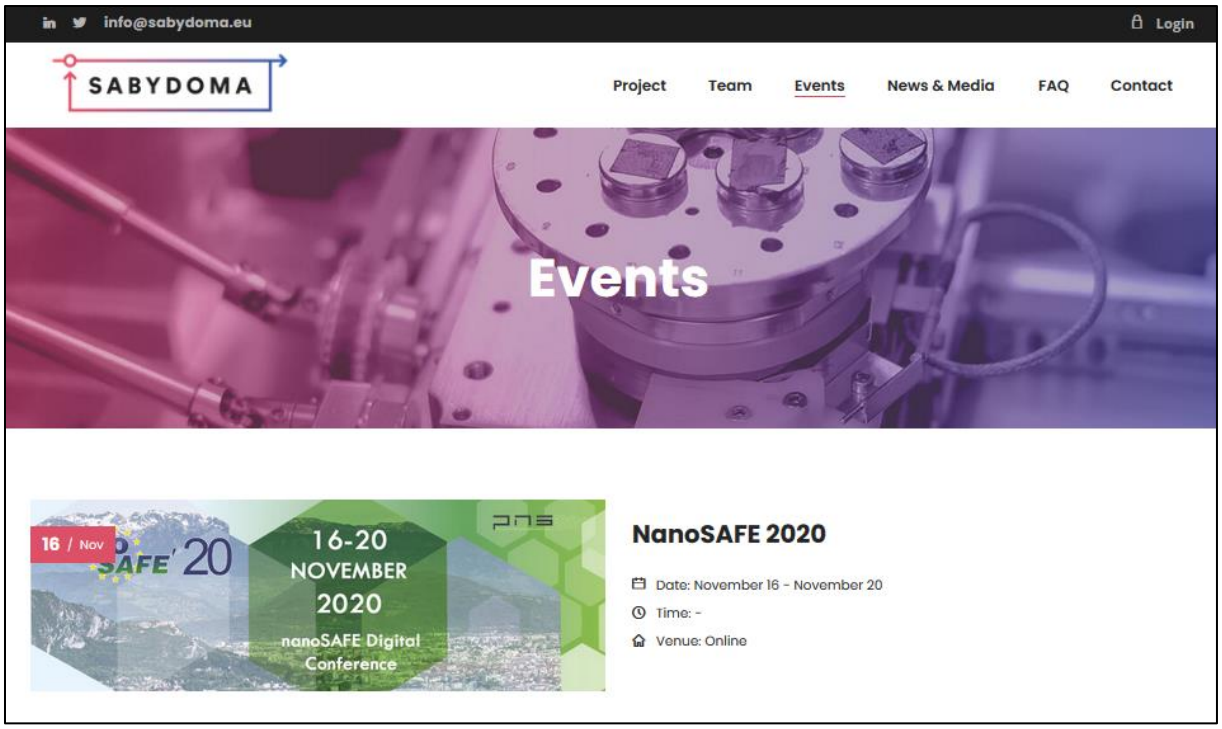

Figure 9: Events section.

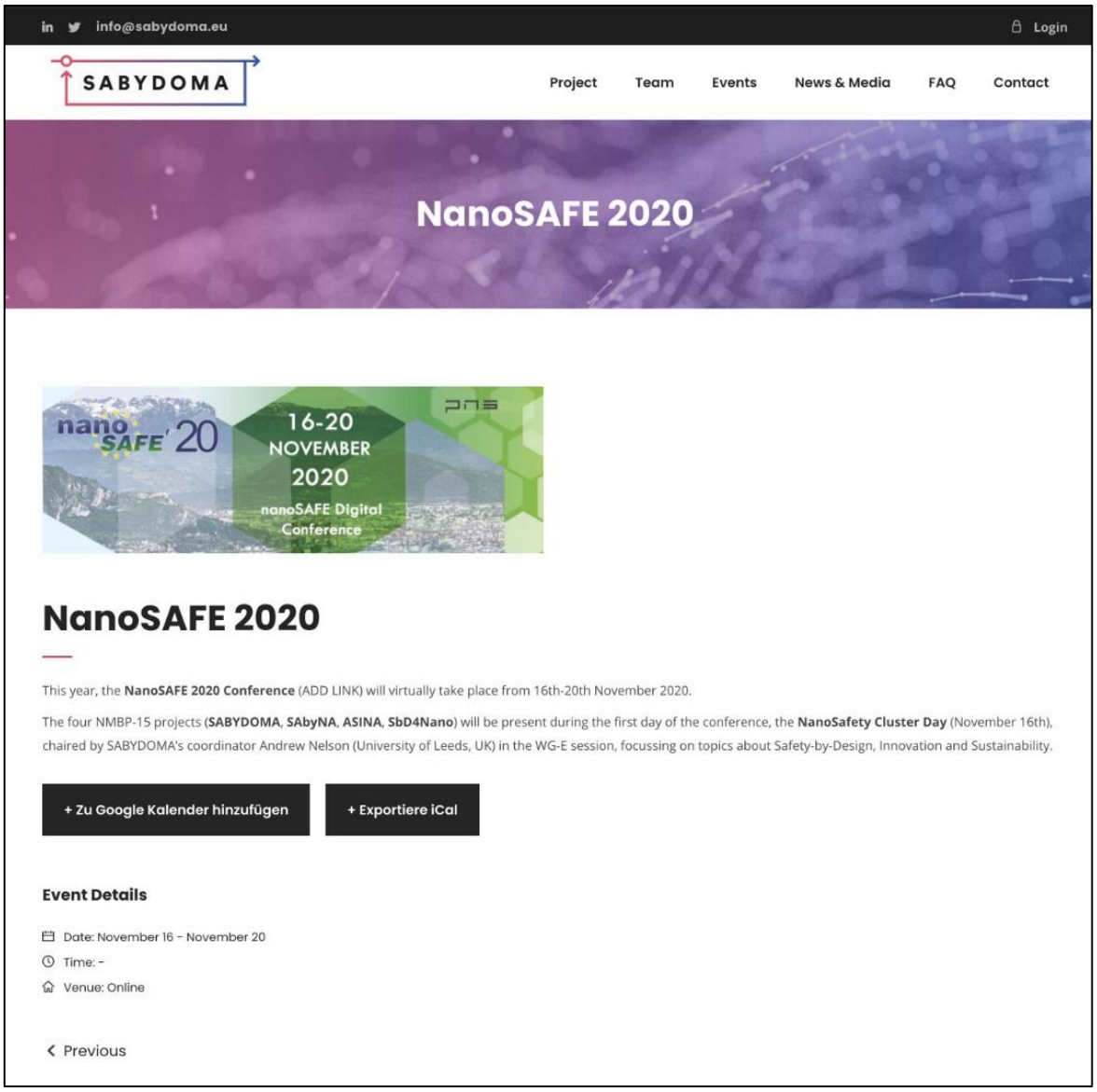

Figure 9-1: Events section – Subpage of one of the events.

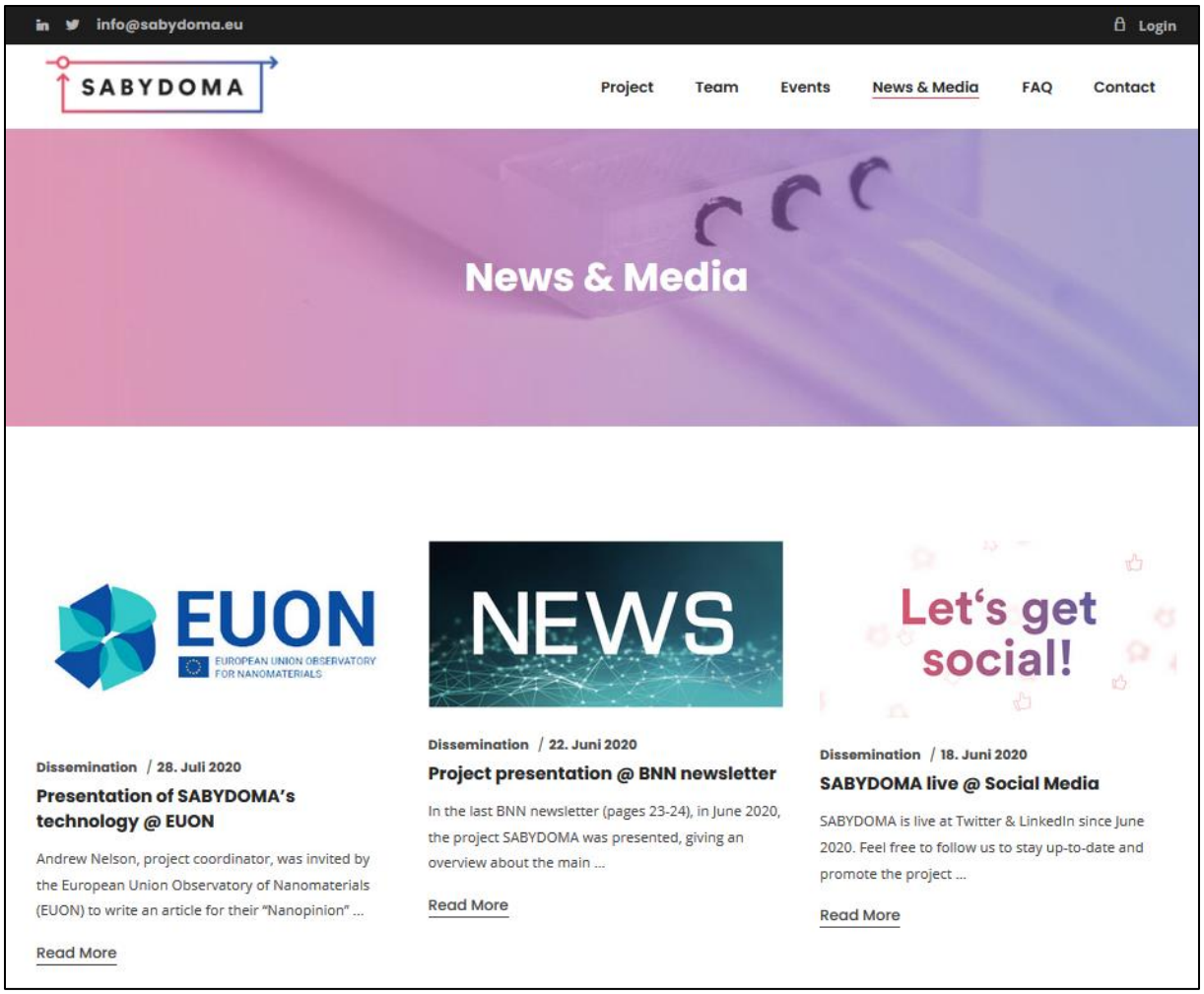

Figure 10: News & Media section.

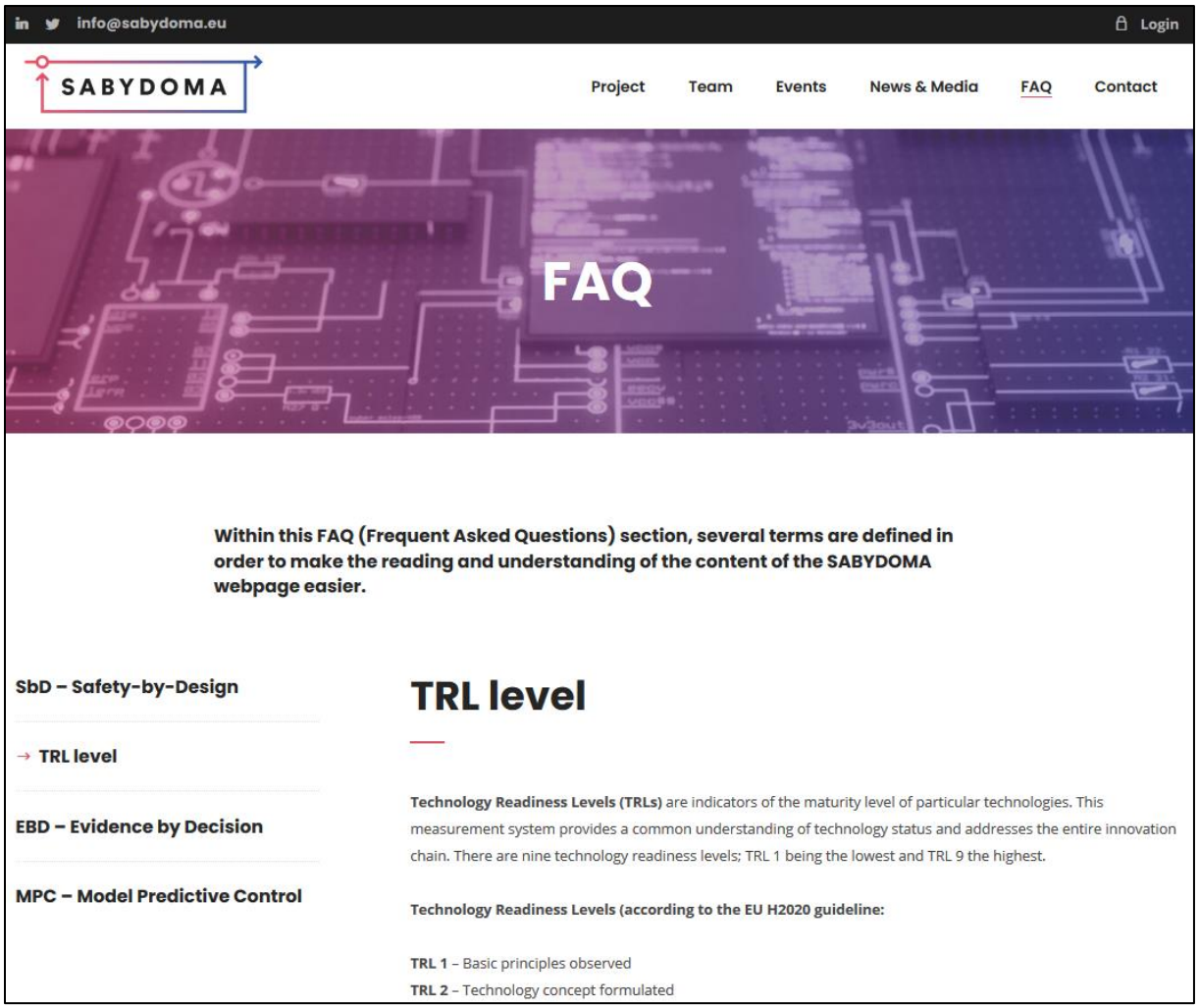

Figure 11: FAQ section.

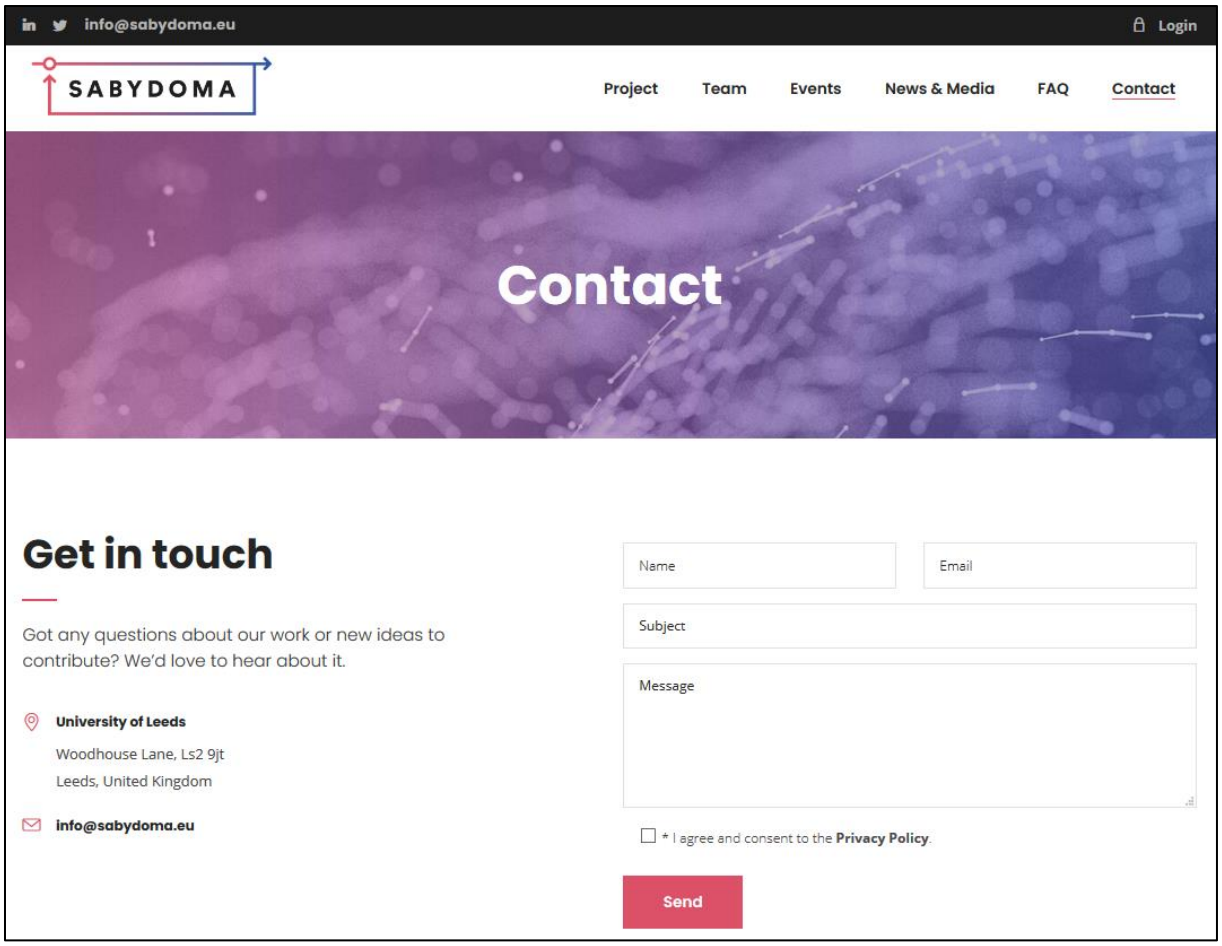

Figure 12: Contact section

Project dissemination is also completed via partners' websites, with an active link to the project website and the project logo and the reproduction of key information, objectives, news, events, etc.

An important channel for the dissemination of SABYDOMA project activities are its social media accounts on Twitter (https://twitter.com/sabydoma) and LinkedIn (https://www.linkedin.com/company/sabydoma/).

Deviations from the work plan

The SABYDOMA "website" was published, as part of Deliverable D7.1, at the end of July 2020 (M4), rather than the intended M3 (June 2020), as planned in the GA. This slight delay occurred as the GA was signed mid-April, therefore the project began slightly later than the original date of 1st April. In addition, BNN had to hire a new graphic designer because of COVID-19 side-effects, which meant a slight delay of 1 month. This was communicated to the coordinator of the project during the Kick-Off meeting of SABYDOMA (29th-30th April 2020) and was accepted by the coordinator Andrew Nelson (UNIVLEEDS).

Conclusion

The project website was published in July 2020. It informs the wider scientific community and the general public about the project and its main activities, being therefore one of the main tools for communication and dissemination for the project.

The website will be updated regularly.

Annex 1

Screenshots of the whole pages of the SABYDOMA website.

Figure 13: Website homepage.

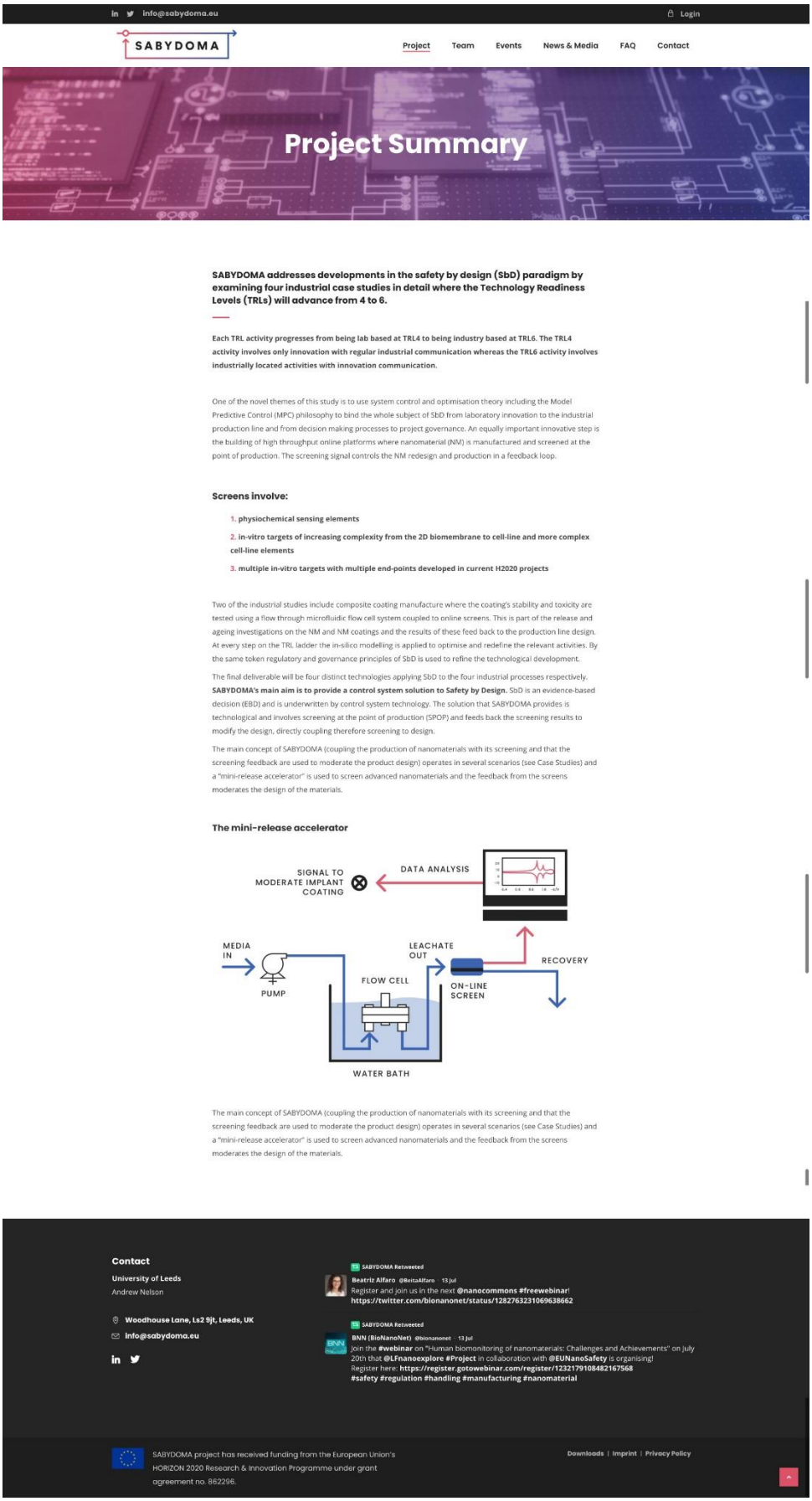

Figure 14-1: Project section – "Project Summary" Subsection.

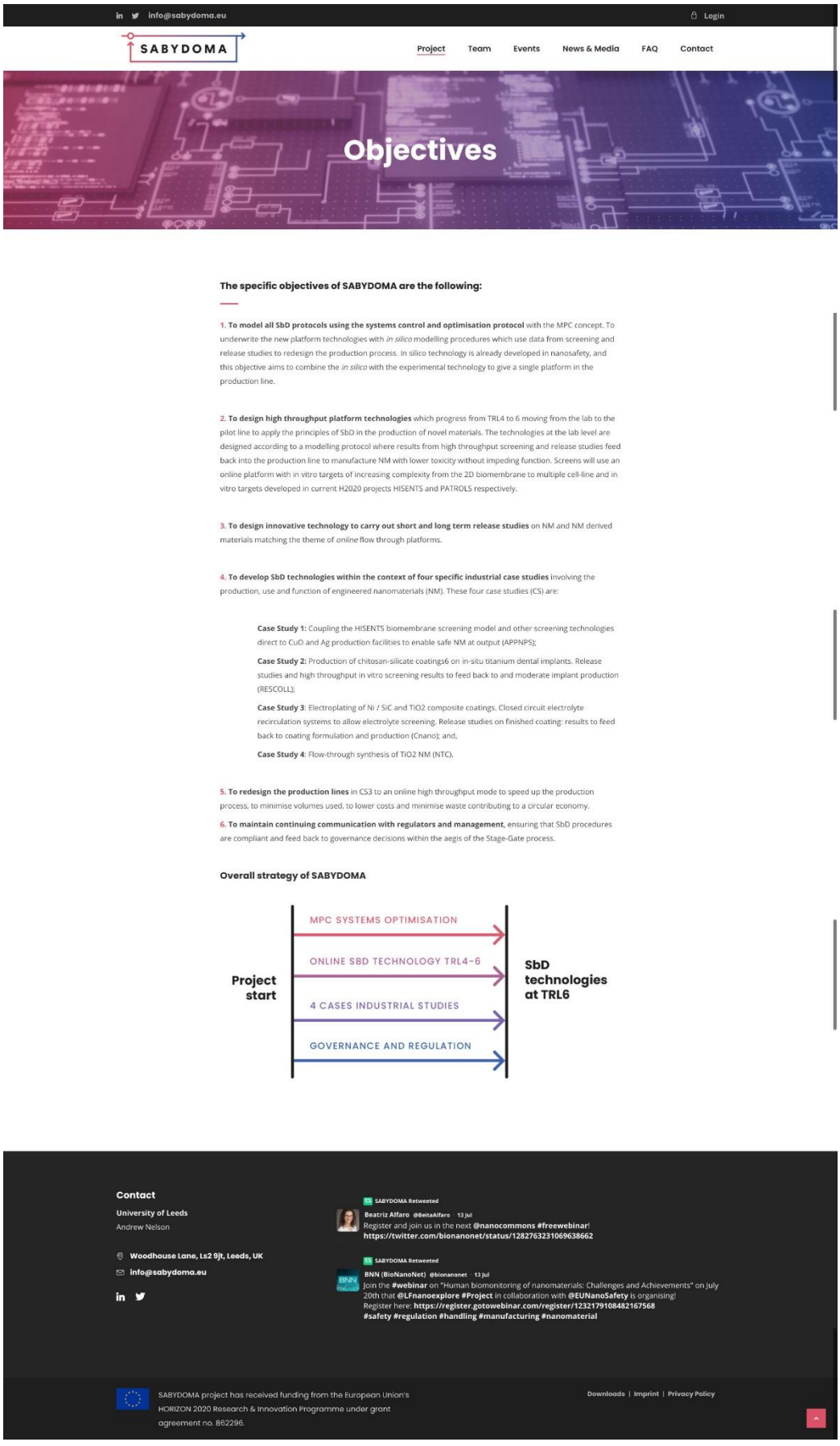

Figure 14-2: Project section – "Project Objectives" Subsection.

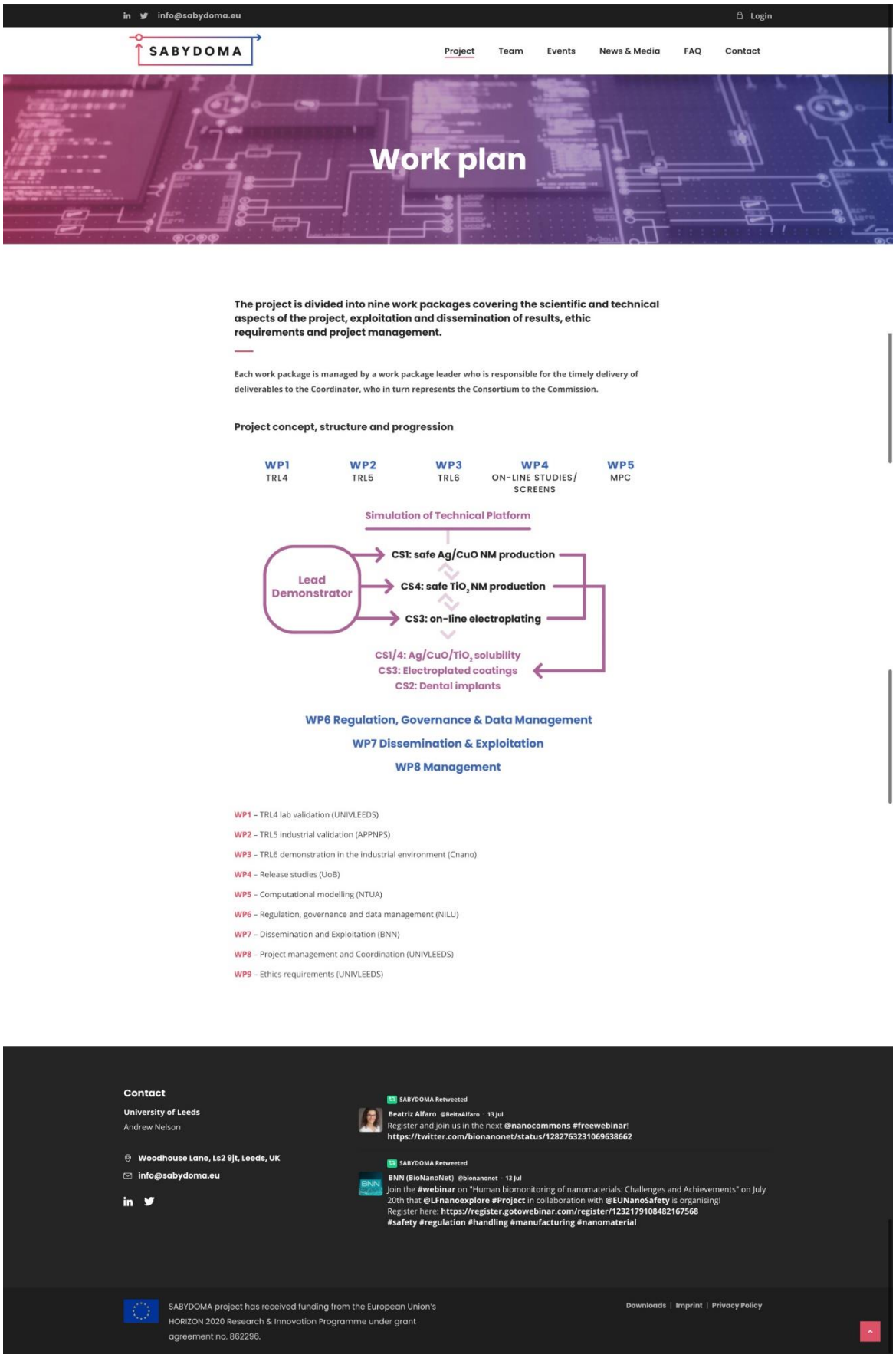

Figure 14-3: Project section – "Project Work Plan" Subsection.

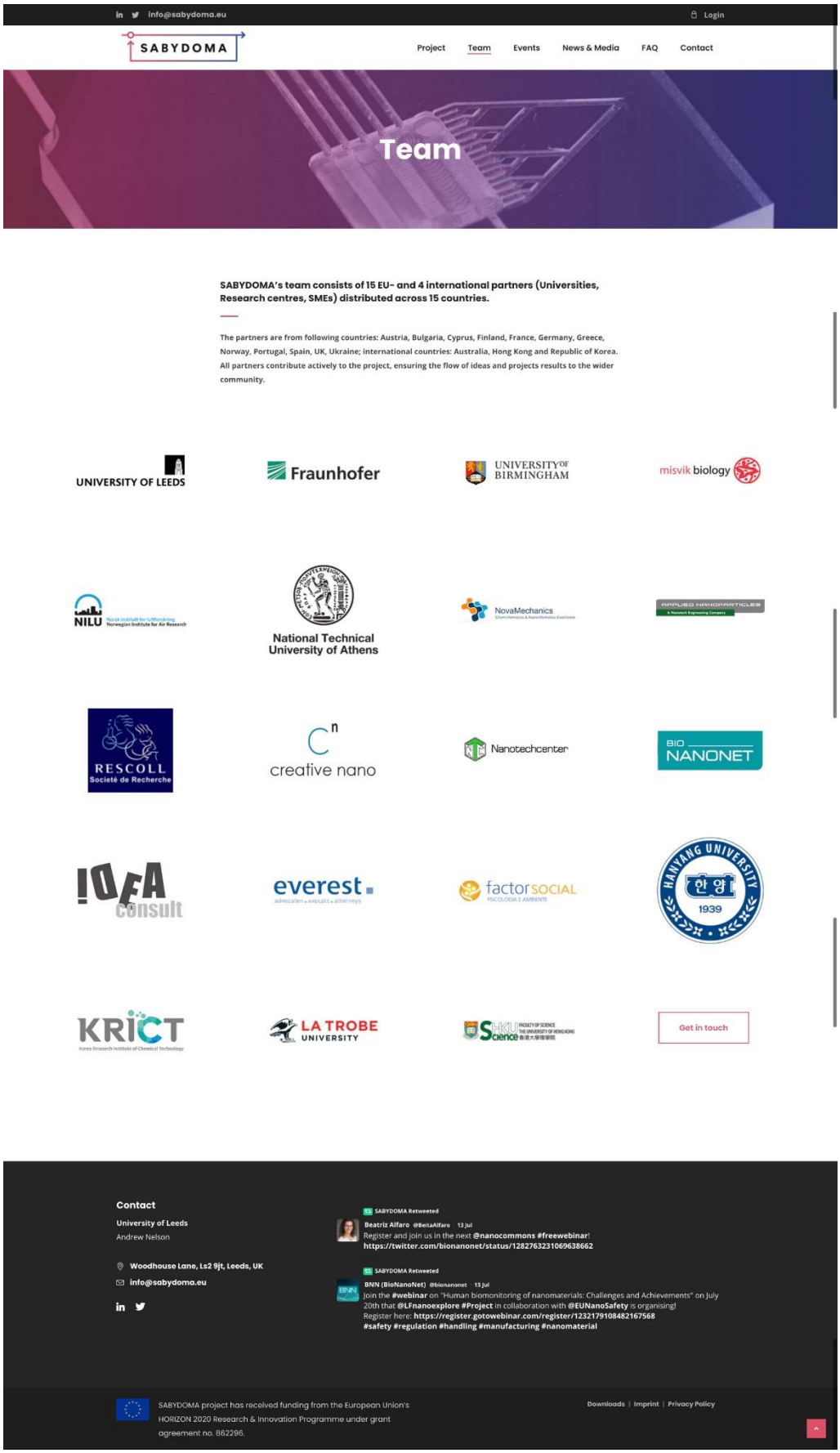

Figure 15-1: Team section.

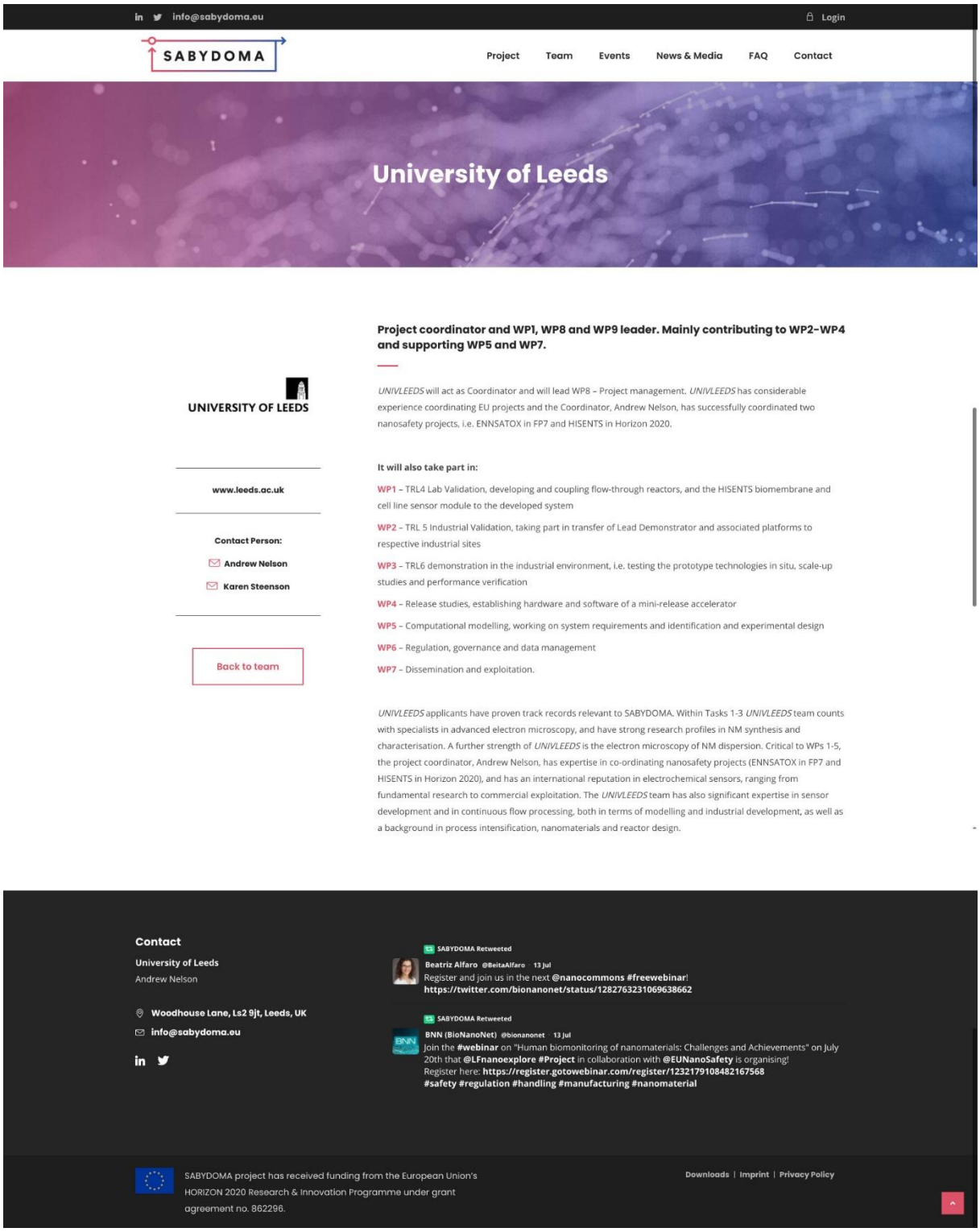

Figure 15-2: Team section – One of the partners, in detail.

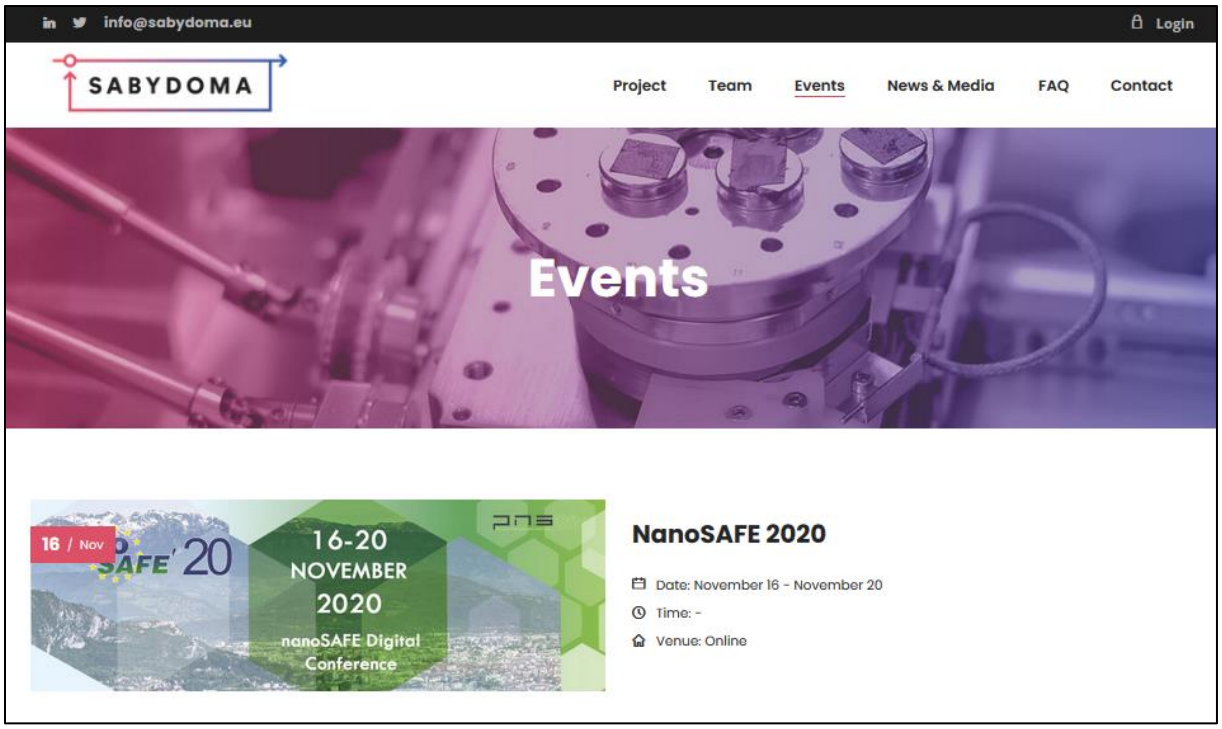

Figure 16-1: Events section.

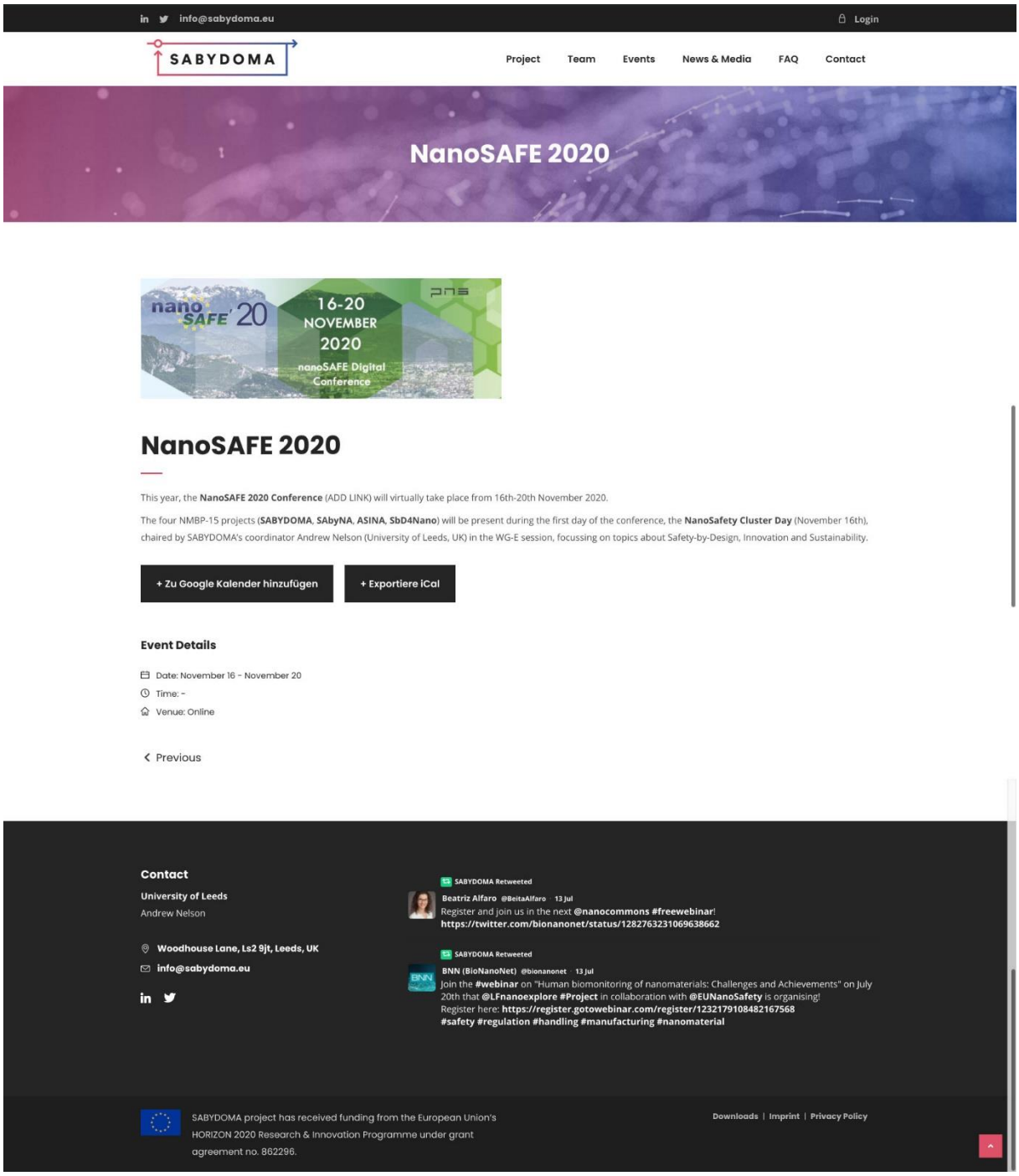

Figure 16-2: Events section – One of the events, in detail.

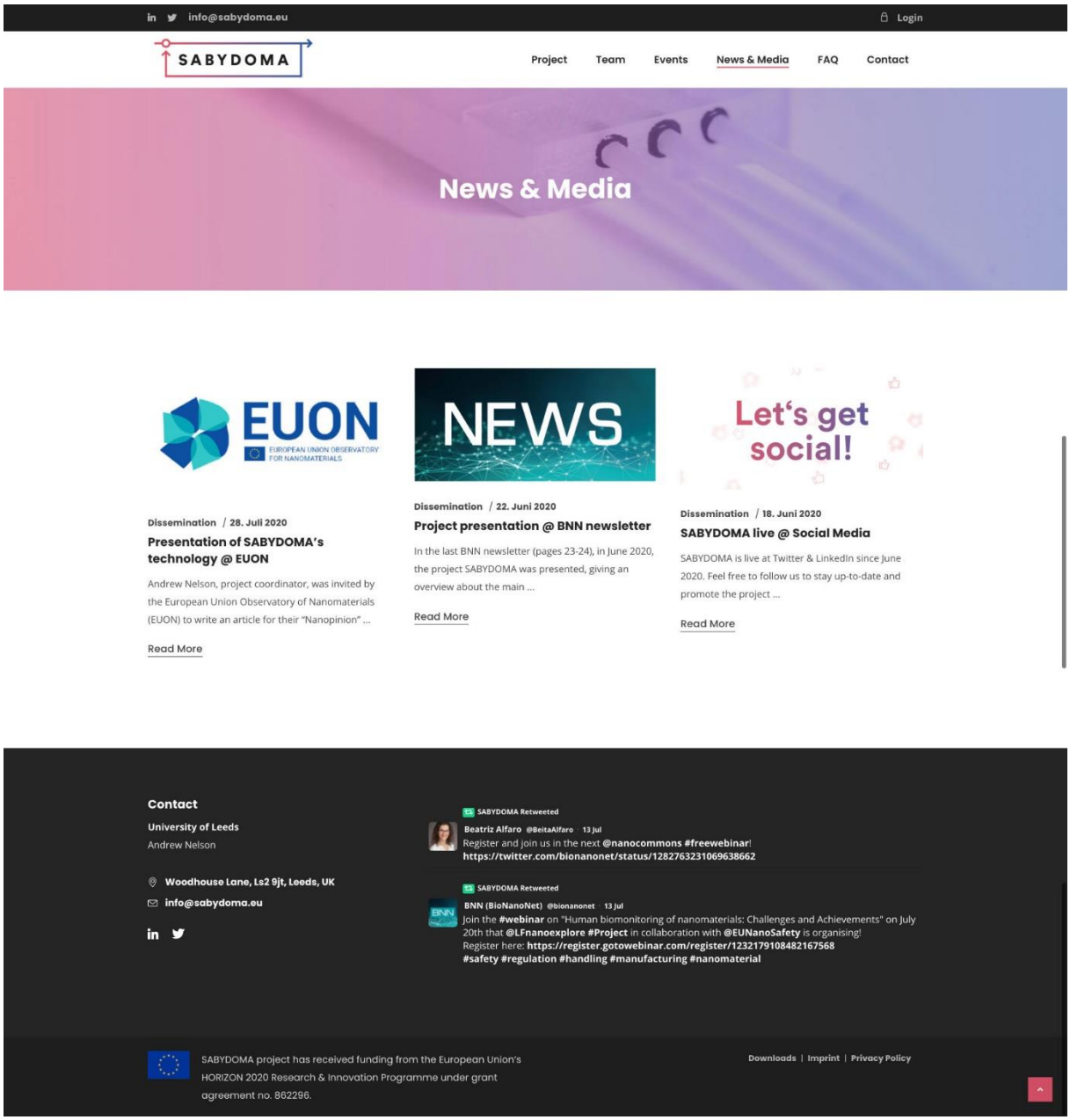

Figure 17: News & Media section.

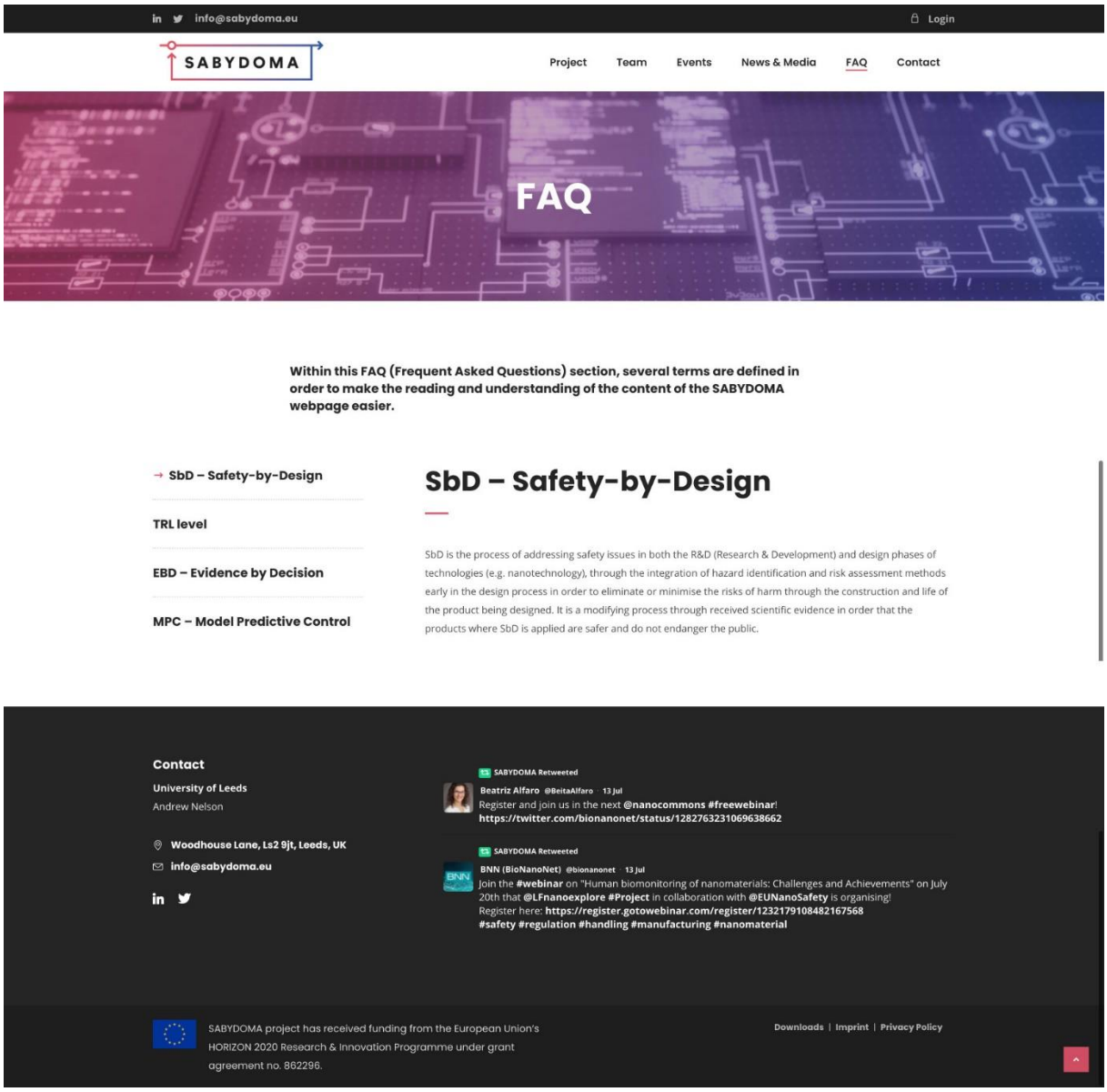

Figure 18: FAQ section.

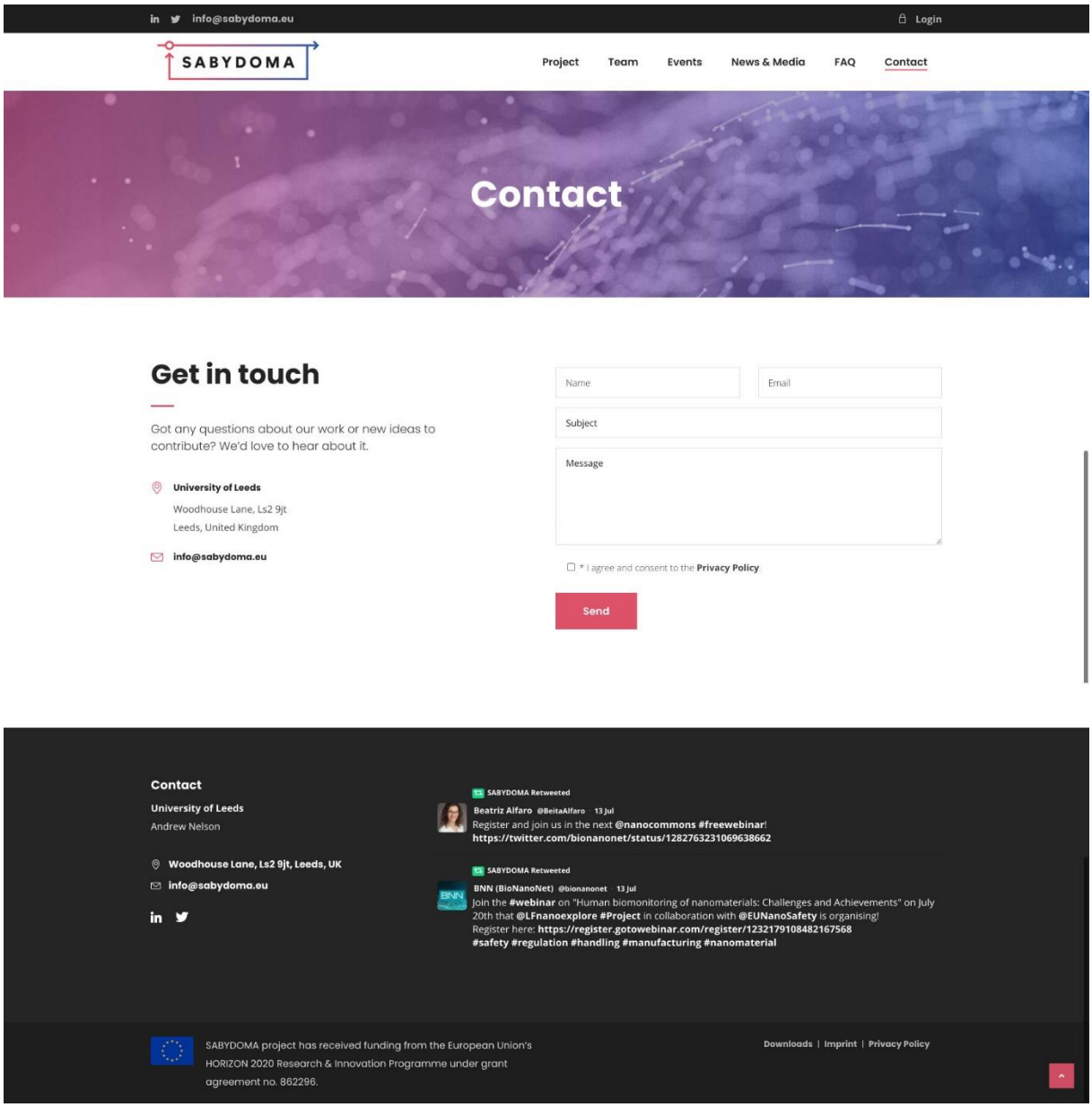

Figure 19: Contact section.