Geology and Geoinformation Division 5st May 2006

CDG/ENE

ENGINE COORDINATION ACTION

Minutes of the WP2 special meting
27-28/04/2006, Potsdam (Germany)

The special meeting was held on 27/04.
A specific work session was held on 28/04 with the WP2 delegates.

Presents on 27/04
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Presents on 28/04
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Excused
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1. Formalities (Welcome/Apologies/Attendance)

The previous WP2 special meeting was held during the Launching Conference in Orléans, France. It mainly focussed on the organization of the forthcoming workshops using the ENGINE Website. A basic Indico training was provided to use this tool dedicated to the meetings management.

Some information in these minutes refers to the ENGINE steering committee held on 27/04/2006 in Potsdam.

2. WP2 delegates of the Workpackages (role and nomination)

The main role of the workpackages delegates for the ENGINE Information System is to support the workpackages leaders for the tasks related to information and to strengthen the link between their workpackage and WP2.
In particular, they are in charge of the workpackage conference or workshop Web management and the material production such as the book of abstracts and proceedings.

The WP2 delegates are:

- Sandra Trifiro (IGG) for WP3
- Brynja Jonsdottir (ISOR) for WP4
- Stefanie Frick (IE) for WP5
- Clément Baujard (Geowatt) for WP6
- Angela Spalek (GFZ) for WP7
- **To be nominated for WP8**
- **To be nominated for WP9**

3. Presentation of the status of activities of each partner

A concise overview of the institute/company and current involvement in WP2 is given by each partner.
The table at the end of these minutes synthesizes the objectives and involvements of WP2 partners as scheduled so far.

WP2 partners are invited to define more precisely what will be their contribution to the ENGINE Information and Dissemination System.

4. Communication actions

ENGINE partners communication

The steering committee decided that for each ENGINE partner the following should be available on the ENGINE Web site: (i) a synthetic text presentation (ii) a power point presentation including the involvement in the ENGINE WPs, (iii) a link to their homepage; (iv) a publication list with a link to the abstracts and the publishers' sites.

The management and collect of the ENGINE partners' presentations will be shared out among the WP2 delegates.

On the other hand, lighthouse enhanced geothermal projects within Europe will be compiled. A concise, dedicated to media and public description will be prepared. Involved ENGINE partners will be linked to these projects.

The European lighthouse projects information will be gathered among the ENGINE partners. This operation is proposed to be coordinated by GEUS.

Media and press

The connection with press is an important vector for the ENGINE Information and Dissemination System. A press conference has been held during the Launching Conference with newspaper journalists. Their papers are available on the ENGINE Web site.

ENGINE partners are asked to favour the communication with media, especially during the conferences and workshops.

The possibility to prepare a movie has been discussed. By presenting a state of the art, it would be dedicated to contact stakeholders and public, to initiate debates and to attract investors. This project could be initiated by the feedback of different experiences from the partners (BRGM, Geowatt, GFZ, etc.) in order to define its contents and the message the coordination action wants to deliver.

5. Definition of the ENGINE publication policy

The steering committee agrees that homogeneity in presentation is a key issue for the identification of the ENGINE deliverables. Thus, the same presentation should be kept for the front page and content for proceedings, reports and articles. On the other hand, it concludes that each work package leader has to express its requirements according to the objective of the workshops and studies and define the content of the documents that will be prepared (preparation of editorial, abstracts, guidebook, conclusions…).

In order to ensure the visual coherence of the conferences and workshops books of abstracts and proceedings, BRGM will be in charge of preparing the cover of these documents. The work done in that area for the Launching Conference is the reference for the forthcoming meetings.

The WP2 delegate in charge of the meeting organization will transmit the following to BRGM at least four weeks before the meeting. (i) The text to display on the cover, (ii) One general picture related to the meeting, (ii) Two pictures related to the location of the meeting (city, neighbourhood), (iii) The logos to display on the cover.

The CD of the Launching conference proceedings has been distributed to the partners during the meeting. It will be distributed to the other partners and participants by the end of May.

6. ENGINE Web site

Partners report criticisms about the ENGINE Web site home page because the image displayed is unpleasant to look at.

A new picture will be proposed to be displayed on the ENGINE Web site home page.

The ENGINE Web site URL is proposed to be moved to the recently created EU domain. Unfortunately “www.engine.eu” is already in use. The address could be “www.engine-ca.eu” or “www.engine-project.eu”. After a discussion, most of the WP2 partners are not favourable of changing the URL.

The ENGINE Web site address remains http://engine.brgm.fr

The tasks listed in the table at the end of this document will lead to documents displayed on the ENGINE Web site.

To ensure the information and dissemination goal of the coordination action, a particular attention will be paid to design the documents available on the ENGINE Web site for public and media understanding.

The opportunity of proposing a forum on the website has been discussed during the steering committee.

The steering committee concludes that the proposal of a forum on the web site must be envisaged for the second year of the ENGINE CA.

7. Specific work for the ENGINE meetings Web management

This session organized on 28/04/2006 aimed to train the WP2 delegates for Indico, the tool chosen by ENGINE for the conferences and workshop Web management.

The organization of the next workshop in Zurich is almost complete. This training was dedicated to the forthcoming meetings in Strasbourg, Potsdam and Reykjavik. The course focussed on:

- Indico generalities
- Public side functionalities
- Meeting implementation using the management menus
- Online help and user guide

Another training session will take place during the next WP2 special meeting to strengthen current meetings organizations and to initiate the rest of the ENGINE conferences and workshops (Pisa, Milos Islands, Utrecht and Vilnius).

8. Next WP2 special meeting

The opportunity of organizing a WP2 special meeting during each conference and workshop has been discussed. It appears that such a frequency is not needed for the WP2 management.

The next WP2 special meeting will take place during the Mid Term Conference, Potsdam, Germany, 11-13/01/2007. Before then, WP2 partners and delegates are encouraged to communicate as much as needed.

9. Tasks and dates (the deliverables associated to the following tasks are planned to be available on the ENGINE Web site)

WP2 Partner (contact)	Objectives & Involvement in WP2	Dates
BRGM, France (Philippe Calcagno, p.calcagno@brgm.fr)	- Leading - 12-15/02/2006 Launching Conference organization - 14-16/09/2006 Workshop5 co-organization - Web site host and management	- To ENGINE termination - Done - By 14/09/2006 - To ENGINE termination
GFZ, Germany (Angela Spalek, spalek@gfz-potsdam.de)	- 27-28/04/2006 special meeting organization - 6-7/11/2006 Workshop1 organization - 11-13/01/2007 Mid Term Conference organization - Geothermal glossary implementation	- Done - By 27/04/2006 - By 6/11/2006 - By 01/2007 (Mid Term Conference)
UOR, Romania (Marcel Rosca, mrosca@uoradea.ro)	- Compilation of education and training activities related to geothermal energy	- By 01/2007 (Mid Term Conference)
GEUS, Denmark (Anders Mathiesen, anm@geus.dk)	- Compilation of the enhanced geothermal lighthouse projects in Europe	- By 01/2007 (Mid Term Conference)
IGGL, Lithuania (Saulius Slaupia, Saulius.sliaupa@lgt.lt)	- 13-14/02/2008 Final Conference organization	- By 13/02/2008
Geowatt, Switzerland (Clément Baujard, baujard@geowatt.ch)	- 29/06-1/07/2006 Workshop3 organization - Preparation of a synopsis based on T. Mégel's book "Implementing Geothermal Agreement"	- By 29/06/2006 - By 01/2007 (Mid Term Conference)
IGG, Italy (Adele Manzella, manzella@igg.cnr.it)	- Virtual library implementation - 26-27/04/2007 Workshop2 organization	- By 01/2007 (Mid Term Conference) - By 26/04/2007