DELIVERABLE 7.7

Project Acronym: Brain@Home

Grant Agreement number: AAL-2015-1-134

Project Title: Brain@home: Moving and enhancing brain training for an active life

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<u>**Collaborations and Reviews:**</u>	**ALL**

Task/WP related to the	WP 7 - Project Management		
Deliverable:	D7.7 Project website and intranet		
Type [1]:	O		
Reviewer(s):	All		
Contractual Date of Delivery:	09/2017	**Actual Date of Delivery:**	10/2017

Abstract: This deliverable shows the elements of the project website and internal area

Keywords: dissemination, website, intranet, sharing documents and information

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[1] Deliverable Type: P (Prototype), R (Report), O (Other)

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Version Control

Version	Description of Change	Date
V1.0	Initial draft	13.10.2017
V1.1	Deliverable contribution	13.10.2017
V1.2	Extension with data	16.10.2017
V.3.0	Final Version	

Content

1. Main goals of the project website

As the Dissemination Plan of the project describes, the main objectives of the project website are:

- to communicate project achievements,
- to provide a first access point for interested general public, researchers and business parties into the project
- to publish key results
- to ensure document storage for project partner members.

The above activities are constantly done by the project members to ensure high level of dissemination to a wider public.

All partners are involved in releasing new articles, give updates about project achievements and results and to generate any kind of new content to the site.

The responsible and the operator of the website is Pannon Business Network.

The address of the Brain@Home website is:

http://www.brainathome-aal.com

2. Project website – for general public

2.1 Welcome page

The welcome page of the project website is only to arrive to the site. With constantly changing photos, the visitor can find the menu where they can further navigate.

All project partner logos are listed, just as the financing offices from all the 3 countries (Romania, Italy and Hungary). These logos are static and visible in all the individual menu points.

Besides of English language – which is the basic setting for the website – the content is available in Italian, Romanian and Hungarian. The menu is static in all four languages but the content is partly translated by google translator. The language selection is at the top-right corner, marked with flags.

2.2 Menu and elements

The partnership agreed on having the following menu point for the website:

1) Home

2) About the project
3) Project partners
4) News and events
5) Downloads
6) Contacts
7) Platform

These menu elements are all available for the general public.

2.2.1 About the project

Clicking on "About the project", the visitors can find a general introduction to the project, which includes the main activities and main benefits the project is trying to achieve.

2.2.2 Project partners

This menu provides information about the organisations participating in the project. The partner's introduction also provides a link to the project related section on the partner's own homepage.
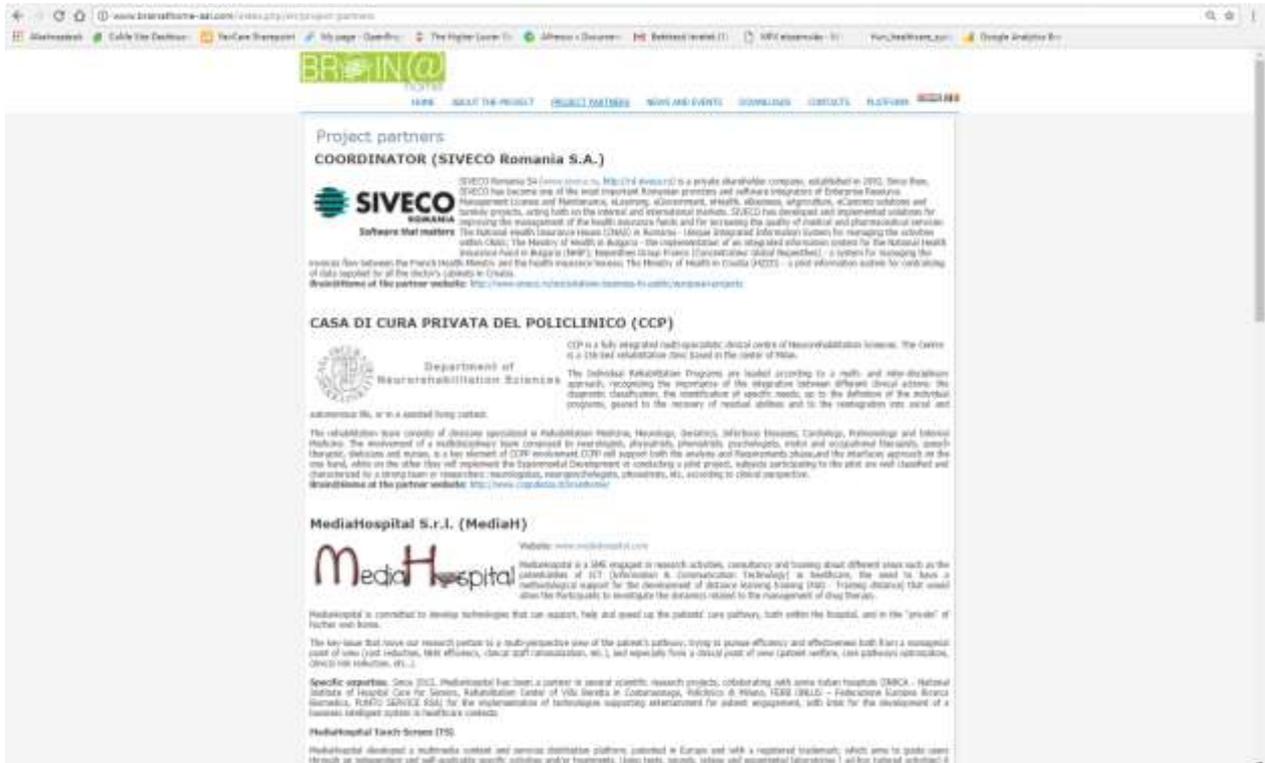
2.2.3 News and events

News and information related to the project can be found here. Press releases, information about internal or external events or happenings, achievements and any other public news are uploaded. The individual articles are English, or, in case there is any country-related content, in the local language.
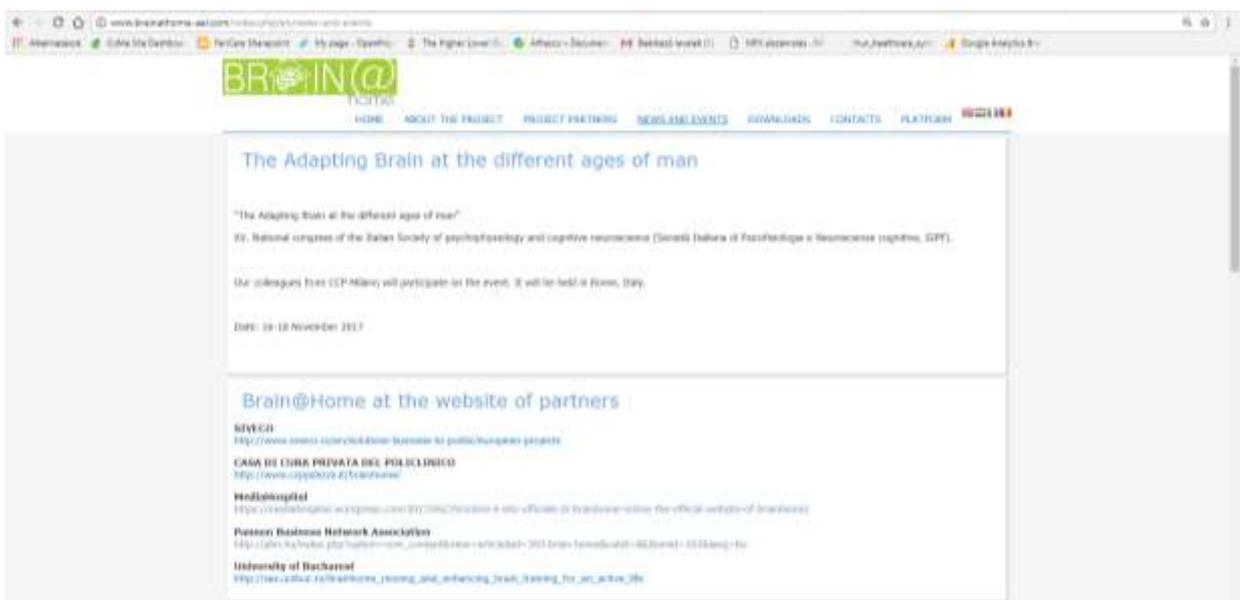
2.2.4 Downloads

This section of the platform will contain all public deliverables or interesting content not only for end users but also for researchers and other interested parties or stakeholders. Though, it is mainly used for project internal purposes (See more: 3. Project website – for internal use).
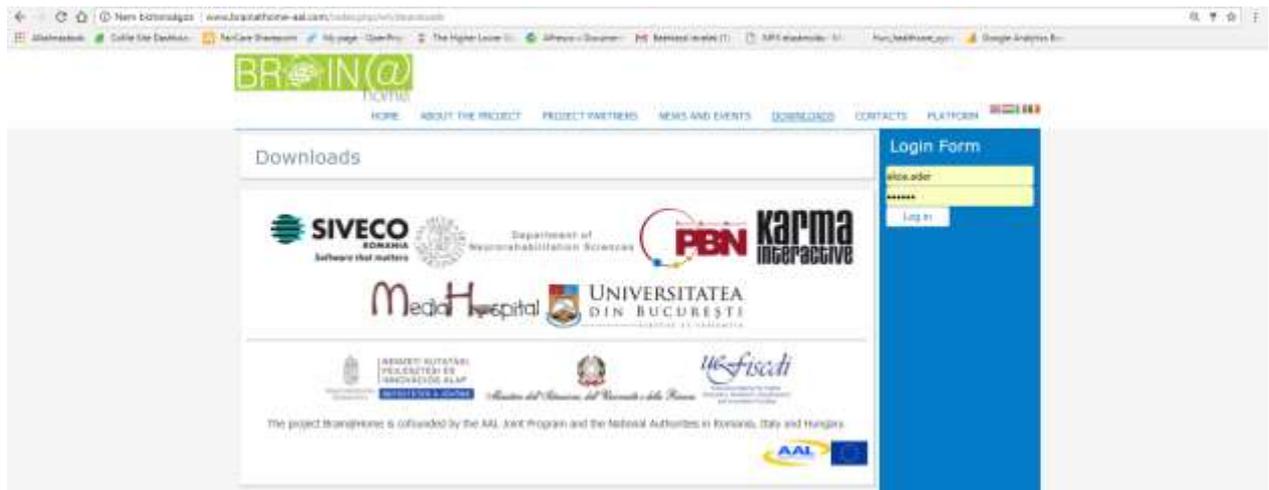
2.2.5 Contacts

To be able to provide further information about the project, all the project managers or project responsible person's contact data are listed in this section. This is needed if any interested person or organisation is looking for a local or national contact in the 3 participating countries.
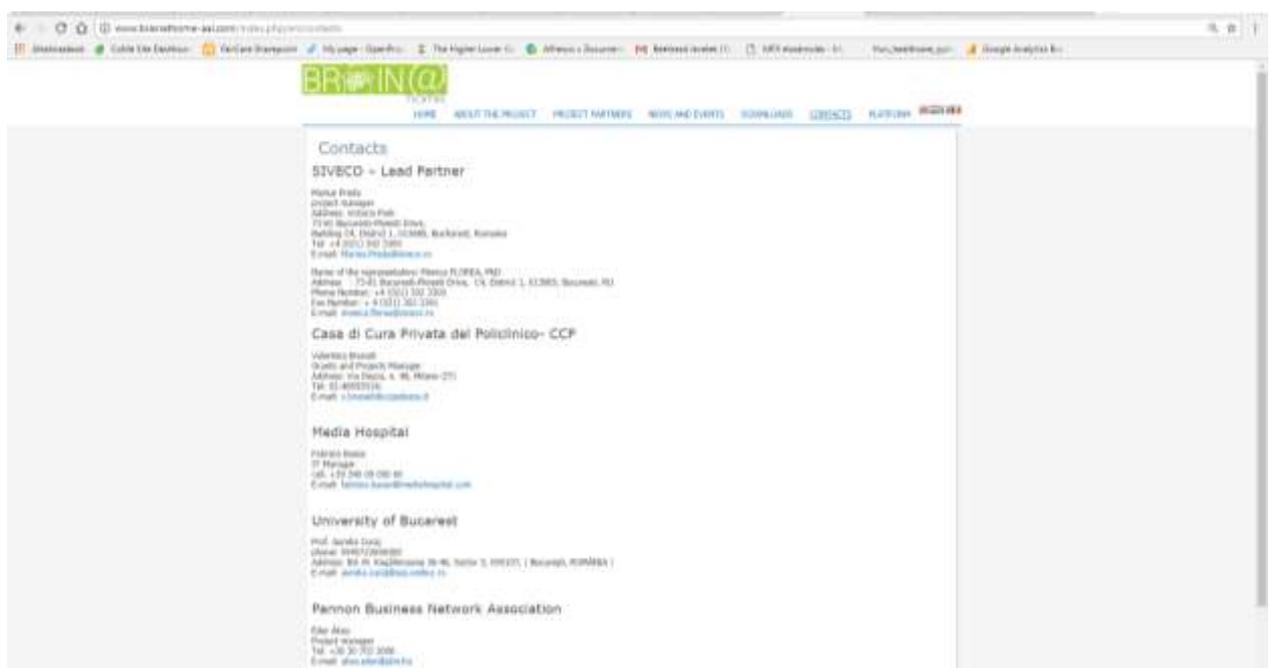
2.2.6 Platform

Clicking on the "Platform" button, the visitor will be directed to the official Brain@Home platform, to the link: https://brainathome.com/login

The platform will be opened in a separate, new page:
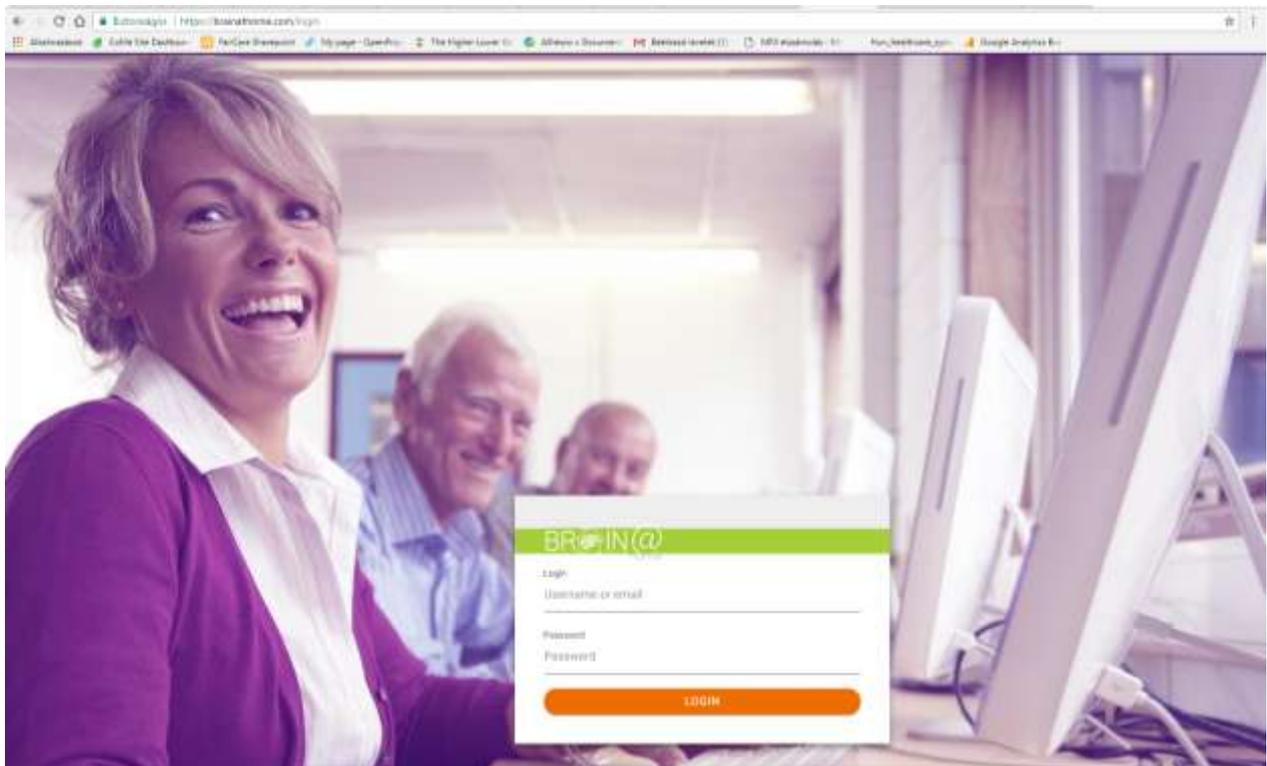
3. Project website – for internal use

3.1 Menu and elements

The whole project website is the same for the internal use: all the content, the menu and the links are exactly the same as for the wider public. Only the menu point of "Downloads" is different.

3.2 Download

Clicking on the download button in the menu, the site offers a login possibility for the visitor, on the right side of the site:
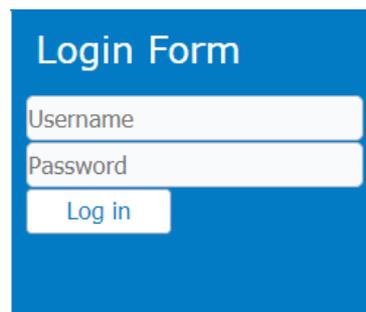
3.2.1 Login

Only the project partners use this surface. All project partners received a username and platform which allows them to enter and to see the content. In case a new password is needed or if any problem occurs, the partners contact the administrator (PBN) to get help or support.

3.2.2 Elements of the internal interface

The project partners have use the following activities:

- uploading documents to the related tasks & deliverables
- can create events in the agenda
- can see all important and major activities generally for the project but also events of other partners.

3.2.2.1   Deliverables

All the deliverables are listed and put into folders, where the partners can upload their documents.

The structure inside the folders is simple: two sub-folders are created for uploading the working documents into "Work" folders and put all the final deliverables into the "Deliverable" folder.


In the "Work" folder, the partners can select the documents they would like to work on. They can also browse between the individual documents by several opportunities:
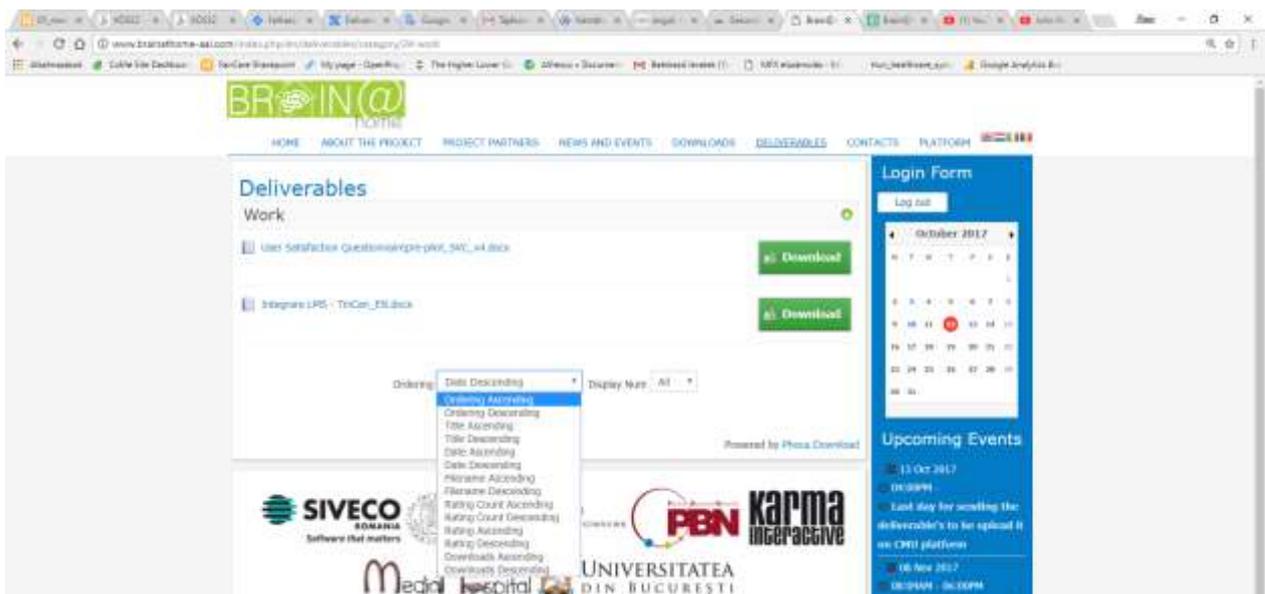
It is also possible to select how many documents the partner would like to see. There's a range from 5-50 displayable documents, or also the selecting "All" documents:
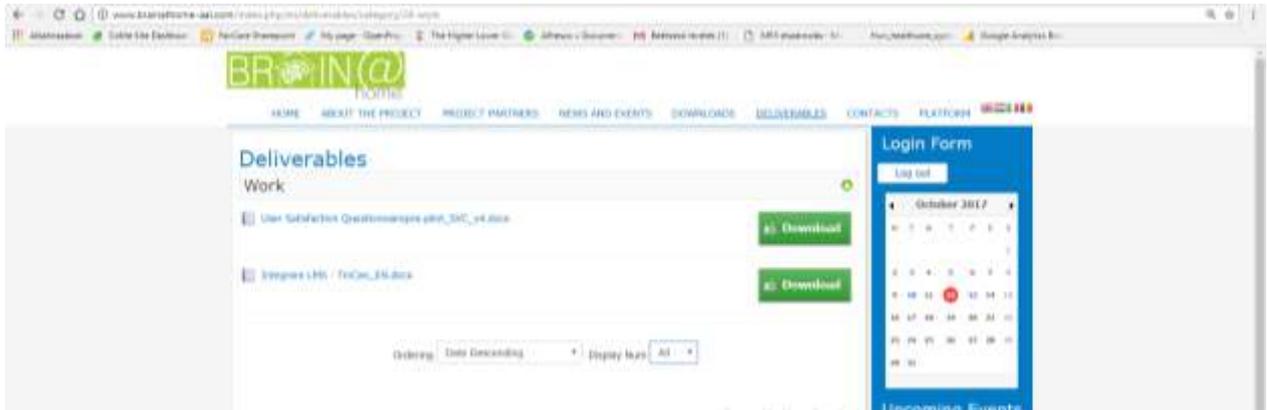
In the deliverable folder, the final version of the deliverables can be uploaded, which the partners already approved! Here, the same browsing possibilities are offered as described for the folder "Work".
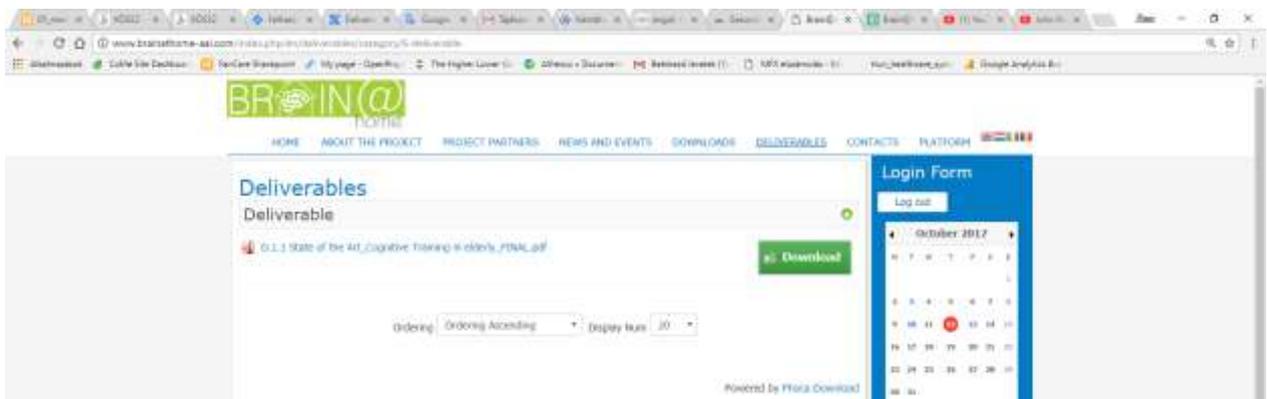
3.2.2.2   Calendar

Main objective is to have a quick overview on the upcoming activities. Separately listed events appear on the left side. It appears the general information about the event:

- Date of the event
- Duration of the event
- Title of the event

By clicking on a black coloured day, new events can be created in the calendar.

By clicking the blue marked day, an existing event can be watched and edited.

By clicking the title of individual event, below the calendar, details come up, whit the main information about the activity.

Also, editing of the selected item is possible, by clicking the pencil in the top right corner.
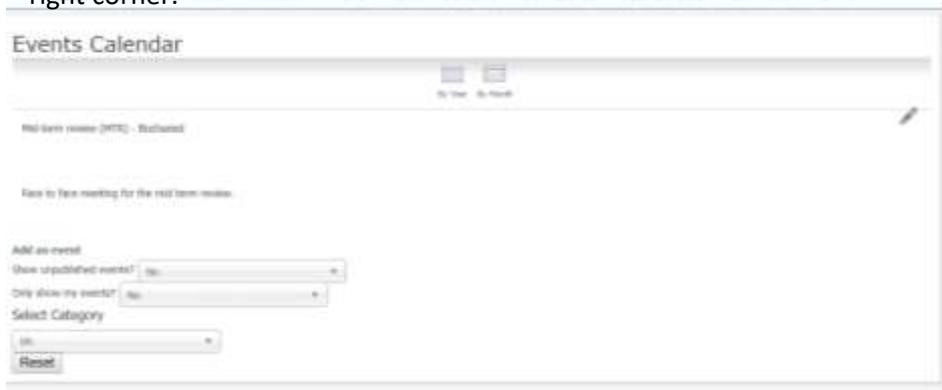
Login Form

Log out

◄   October 2017   ►

M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Upcoming Events

📅 13 Oct 2017
🕐 04:00PM -
👉 Last day for sending the deliverable's to be upload it on CMU platform

📅 08 Nov 2017
🕐 08:09AM - 06:00PM
👉 Mid-term review (MTR) – Bucharest

Events Calendar

Mid term review (MTR) - Bucharest

Face to face meeting for the mid term review.

Add an event
Show unpublished events? No.
Only show my events? No.
Select Category
All
Reset

Browsing between the events in the calendar is possible by month or by year:
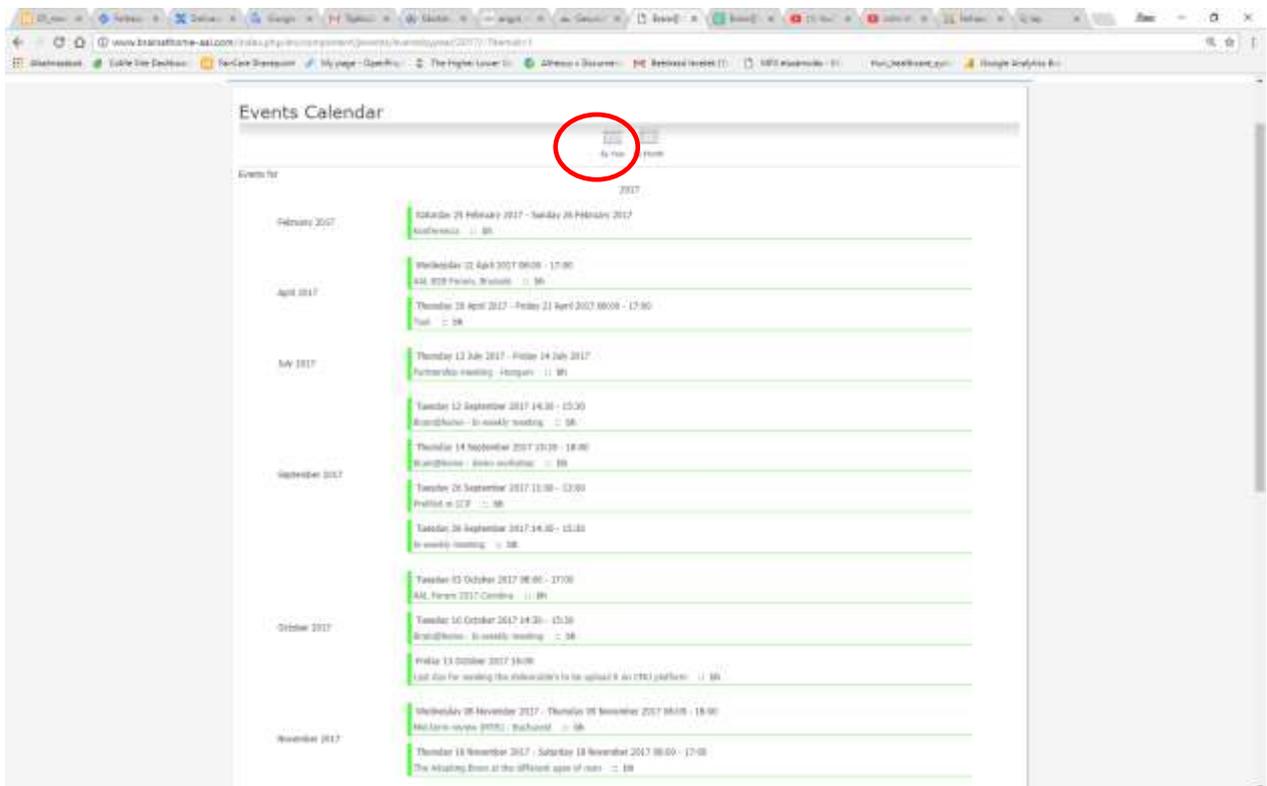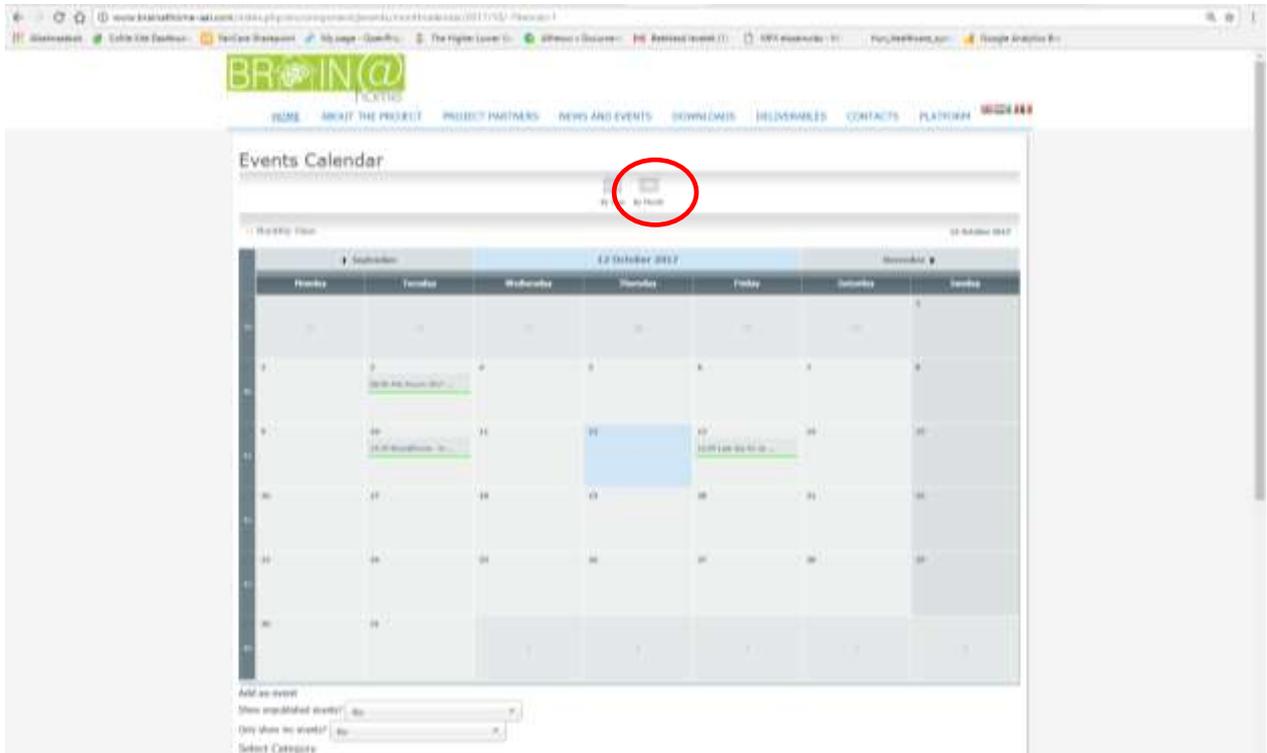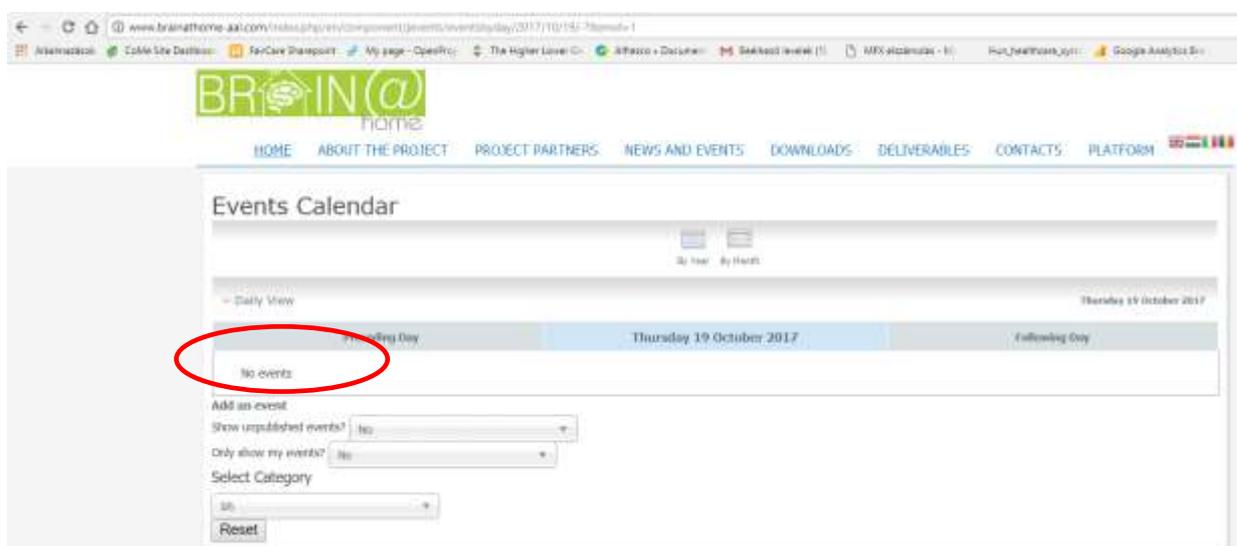
3.2.2.2.1 Creation of event

3.2.2.2.1.1 Creating a new event

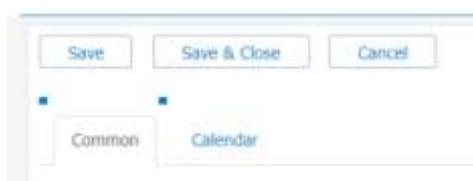#### 3.2.2.2.1.1.1 Creating a new event by clicking on calendar

Clicking on the calendar, on the day of the event, when the following screen will be visible:

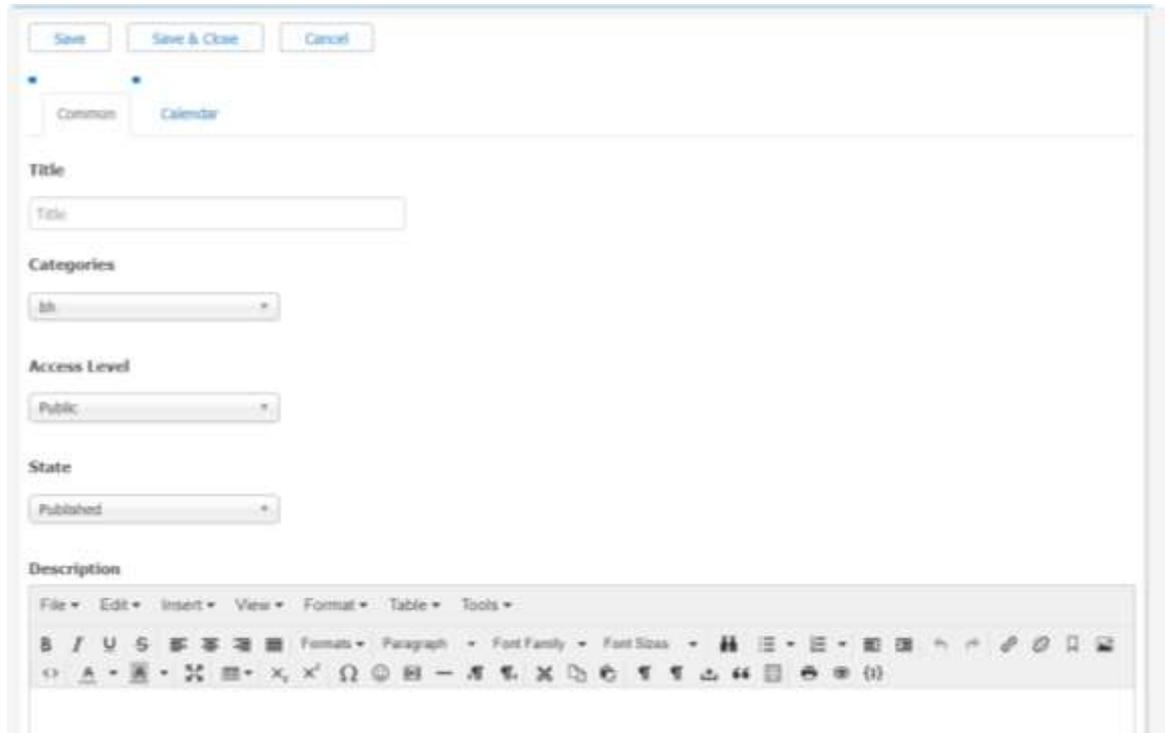Here, you have to click on add an event, in the middle of page, as marked in the above picture.

There are two separate tabs to fill in:

- common
- calendar

By clicking on the "**Common**" tab, the system offers to fill in general data about the event, like title, access level and the description of the event.

Further down on the site, additional information can be filled in: Location, Contributors to the event and other extra information, which is relevant for the event.

By clicking on the "Calendar" tab, the date and duration can be set. Also, there is the possibility to set an event to be repeated daily, weakly, monthly, or even yearly.
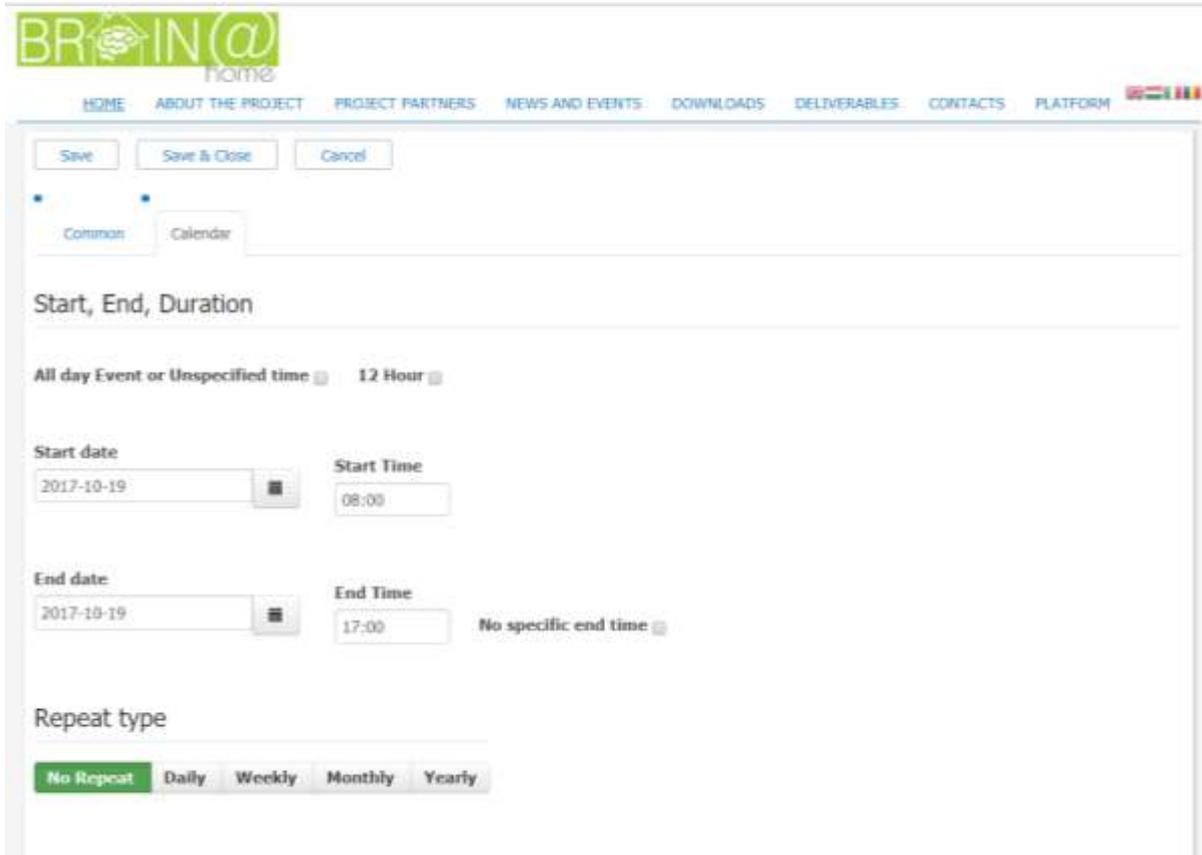
3.2.2.2.1.1.2 Creating a new event at the bottom of an already existing event.

The same procedure as described in 3.2.2.1.1.1 is possible also through clicking again on "Add an event".

3.2.2.2.2 Editing existing event

If there is a need to edit something in the already created event, the system offers the following possibilities:
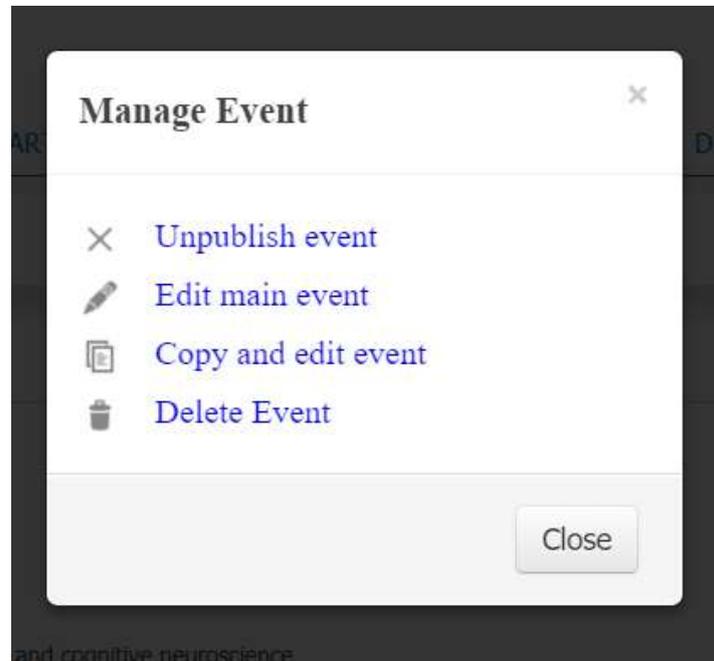
Unpublish event means that the event will not be deleted but will be hidden: it won't appear in the calendar.

Editing the event offers the same surface as described in the creation of the event.

Copy and edit event makes it possible to create a new event based on an already existing one. This makes the creation much quicker, if some elements can be used again and only a few things need to be changed.

Deleting the event is not only hiding it, but also erasing it from the system.

4. Project website administration tool

4.1 Joomla

The project website administration is done by PBN, using the "Joomla" tool. The tool is set up in Hungarian language for easier usage.

The tool offers all the functionalities needed for website setup, administration, content and design management, etc. It is available at www.brainathome-aal.com/administrator .

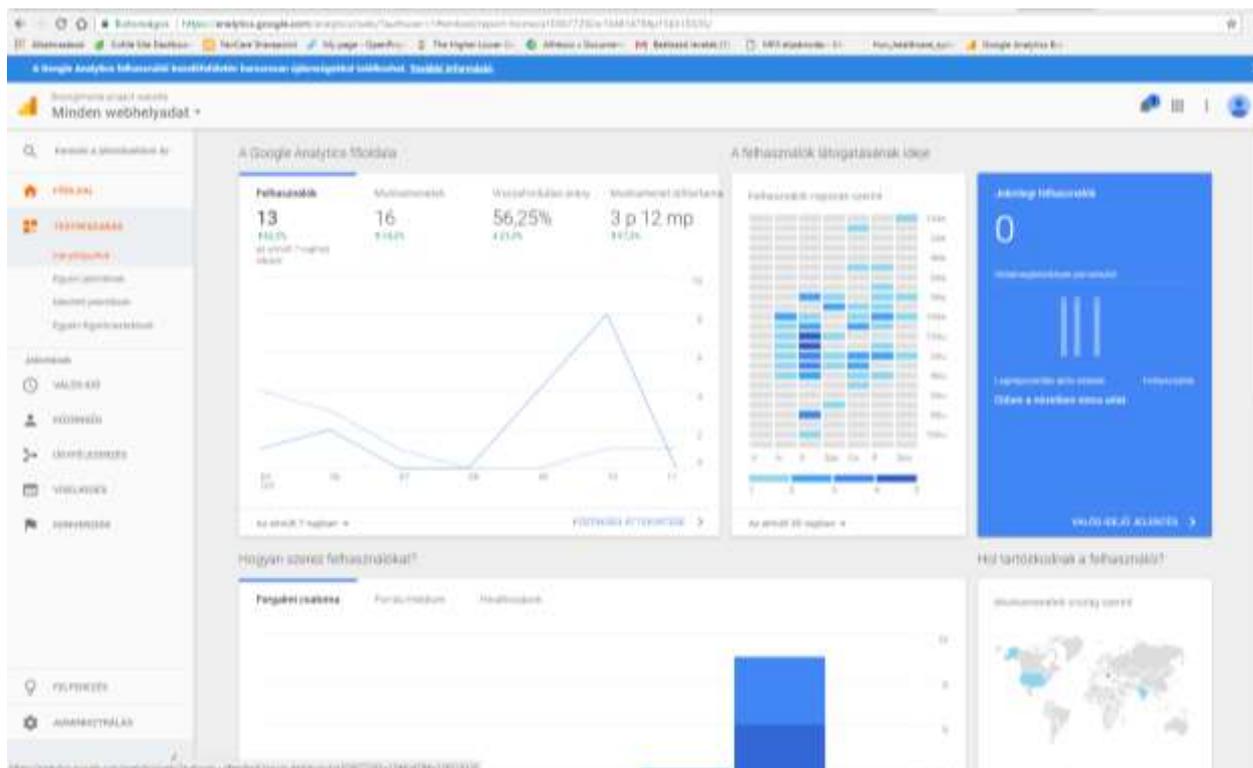All partners have the same rights – except of administrators PBN – for creating events, up- and download deliverables etc.

4.2 Google Analytics

The website activities can be followed via google analytics on the below link:

https://analytics.google.com/analytics/web/?authuser=1#embed/report-home/a103677292w154814794p156518335/

The description of all possible functions and features of the google analytics can be found on the below link:

https://www.google.com/analytics/analytics/features/

4.3 Back-up

The backup procedure for the website is to back up databases and the website files, on a separate server than the one where the website is installed.
The website backup it's done automatically at every day..