

Deliverable No. 11.2 Dissemination Toolkit

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Dissemination Level				
PU	Public	X		
PP	Restricted to other programme participants (including the Commission Services)			
RE	Restricted to a group specified by the consortium (including the Commission Services)			
СО	Confidential, only for members of the consortium (including the Commission Services)			





COVER AND CONTROL PAGE OF DOCUMENT						
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ABSTRACT:

According to Annex I to the SENSIndoor Grant Agreement, the Dissemination Kit should include a project logo, templates for presentations, deliverables and reports, leaflets and other multimedia material as required. These items are available to all partners to be used for project communication and dissemination purposes.

KEYWORD LIST:

Dissemination, leaflet, logo, project corporate identity, templates

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¹ **R**=Report, **P**=Prototype, **D**=Demonstrator, **O**=Other

² **PU**=Public, **PP**=Restricted to other programme participants (including the Commission Services), **RE**=Restricted to a group specified by the consortium (including the Commission Services), **CO**=Confidential, only for members of the consortium (including the Commission Services)



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List of contributors

- Julia Petry, Eurice
- Andreas Schütze, USAAR-LMT



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1 Executive Summary

During the SENSIndoor project, dissemination activities will have a central role in order to foster the widespread awareness as well as strong cooperation and exchange with research communities inside and outside of the EU.

The wider dissemination activities will embrace informing all relevant target groups about the project results and the implications that these results might have for industrial and societal users as well as for the research community. They will also aim for increasing awareness among other target groups, namely "all stakeholders" in general, the scientific community, the sensor industry and the public at large.

Based on the Description of Work (Annex I to the SENSIndoor Grant Agreement) the Dissemination Kit should include "[t]emplates to be used for presentations, reports, posters as well as for meetings..." (SENSIndoor, Annex I to the Grant Agreement, p. 44). Moreover, the Dissemination Kit also includes the project brochure/leaflets and will be complemented by other dissemination materials/ multimedia material as required in the course of the project.

The templates and dissemination materials should be made available to all partners through the management platform (ProjectAngel), so that all work and results produced within SENSIndoor carry the project logo and/or have a uniform, recognizable design.

The following report accompanies the dissemination kit (deliverable D11.2) and offers a short description of the dissemination material prepared so far.



2 Description of the Dissemination Materials

First dissemination activities undertaken by Eurice at the very start of SENSIndoor included the development of a corporate identity to guarantee the visibility of the project from the beginning. A professionally developed, coherent corporate identity has several important features from which SENSIndoor will greatly profit:

- It conveys the project's professional character,
- It ensures cohesion within the project,
- It clearly distinguishes SENSIndoor from other related research projects by creating a unique and recognizable brand. Brand recognition will be an advantage especially for marketing and exploitation of results obtained in the project.

This unique corporate identity contains a professionally designed project logo (Figure 1) consisting of a textual and a visual part to ensure that the logo is more easily recognised and remembered.

The logo was designed well before the start of the project so that it could be used as soon as the project officially began.



Figure 1: SENSIndoor logo

The textual part includes the project's short title, with the letter "I" being part of both the short title as well as the graphical element. The visual part contains a graphical representation of the most important component within SENSIndoor: indoor air, symbolized by the outline of a building as well as the graphical representation of air waves. The colour scheme was carefully chosen to highlight the central objective of the project: to improve the quality of indoor air and "make it fresher" (the blue colours) and, thus, more healthy for humans. Both shades of blue are the SENSIndoor signature colours and are used in all elements provided in the SENSIndoor dissemination kit.

What is more, the logo also features prominently on the SENSIndoor website, which went online on 4 March 2014: www.sensindoor.eu

Apart from the SENSIndoor logo, Eurice produced template slides for power point presentations (Figures 3 and 4) to be used by the consortium members at meetings and conferences when giving a talk about the project or presenting research directly resulting from their work in SENSIndoor. The templates are kept in the SENSIndoor colour scheme and contain the SENSIndoor logo. They were



made available to the consortium before the project kick-off meeting (Jan 22, 23) via email and via the SENSIndoor intranet, accessible via the official project website.



Figure 2: The SENSIndoor power point template, title page



Figure 3: The SENSIndoor power point template, title page

Regarding the deliverables for the project, Eurice have also produced the template document file with which the present report was produced. This way, the various reports will be handed in in a consistent and recognizable format complying with the FP7 rules and regulations. The template includes the project logo as well as the project colours in its tables. Partners can download the template from the project's intranet. The template for project reporting is currently in the making and will be of the same design as the deliverables template.



Moreover, in accordance with the coordinator's ideas and suggestions, Eurice designed a foldable SENSIndoor flyer to be used by the consortium members for distribution at conferences, meetings, workshops, press conferences or other events within and outside of the scientific community (Figure 4, Figure 5). The flyer outlines the scientific objectives of SENSIndoor and lists key facts such as the duration of the project, the full project title, the funding programme, the total amount of funding, the website URL and the overall goals of the project. What is more, the flyer also incorporates a list of the rest of the consortium partners including the partner logos and the main point of contact for each institution. The flyer is available on the SENSIndoor public website: http://sensindoor.eu/about/



Figure 4: SENSIndoor flyer, part 1



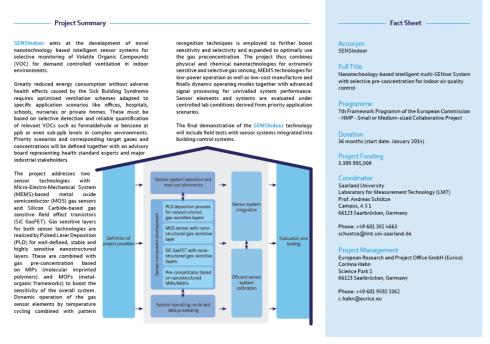


Figure 5: SENSIndoor flyer, part 2

To achieve higher visibility at meetings, fairs, workshops and/or other events where SENSIndoor will be promoted, a so-called eye-catcher poster was designed. The poster consists of the project logo, the three pictures also used on the SENSIndoor flyer, the full title of the project as well as the overall goals of the SENSIndoor consortium. The partners can download this poster from the SENSIndoor intranet.



Figure 6: SENSIndoor eye-catcher poster



A blank template version for <u>scientific</u> posters is currently in preparation. This poster template will enable the partners to present their group's individual results obtained in the context of SENSIndoor at conferences, fairs and workshops, thereby enhancing the visibility of the project.

3 Conclusion

D11.2, Dissemination Kit, has been achieved on time (31.03.2014). This report, which accompanies the dissemination material subsumed under the header "Dissemination Kit", provides a short and concise description of the dissemination material presently available.

Further dissemination material will be planned within the second year of the SENSIndoor project, taking into account results achieved so far and the means to disseminate and communicate these results to the appropriate audiences.