CASCADE

Project title: ICT for Energy Efficient Airports

Starting date: 01/10/2011

Duration in months: 36

Call (part) identifier: FP7-2011-NMP-ENV-ENERGY-ICT-EeB

Grant agreement no: 284920

Deliverable D8.1
Project Website, press release, newsletter and brochure (iterative)

Due date of deliverable: month 4

Actual submission date: 2012-02-01

Organisation name of lead contractor for this deliverable: PSE

Dissemination level: PU

Revision: final

Table of Content

1 Project web site

Cascade project web site went online on 6 December 2012 and has since then been available including all the relevant subpages, including an internal part for project partners. The whole page is designed, edited and updated by PSE.

The URL is: http://www.cascade-eu.org/

1.1 Public web site

The public part of Cascade web site contains all relevant information for the public about the project content, its objectives, its purpose, the funding and the actors.
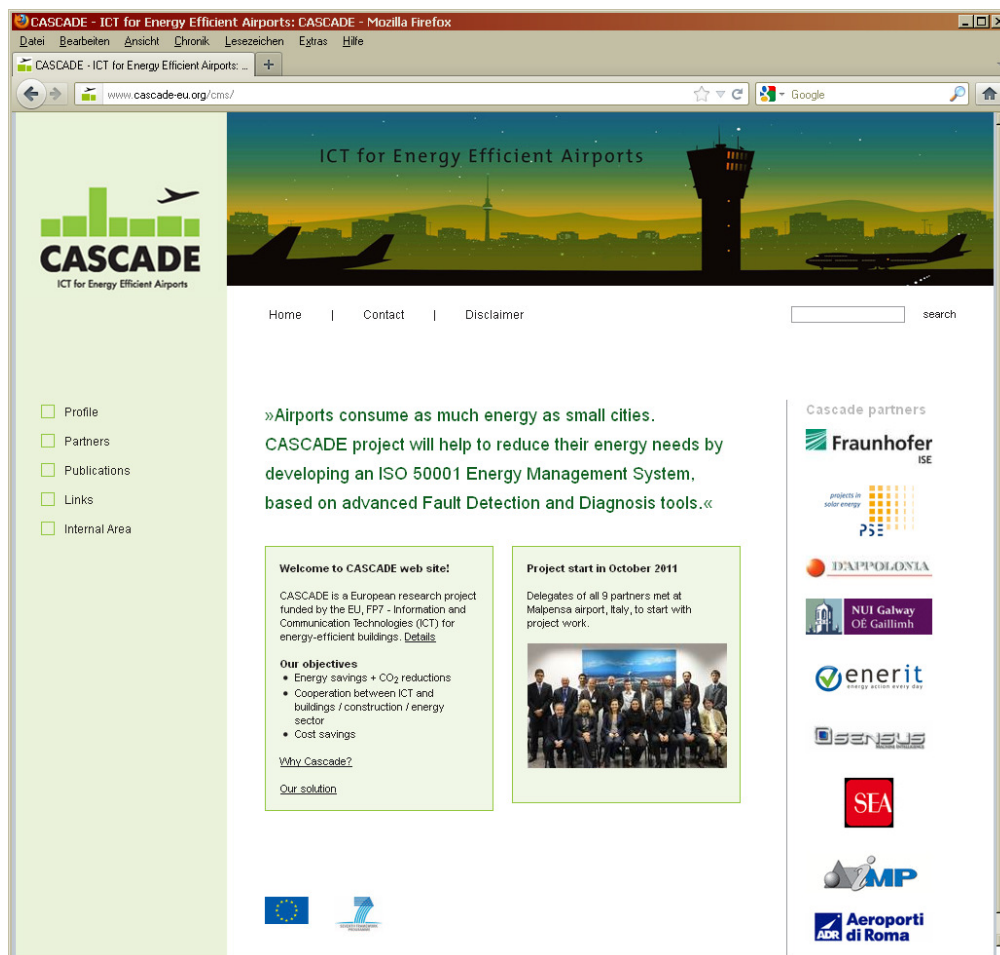

Figure 1: Screenshot of Cascade project web site (www.cascade-eu.org), online since 6 December 2012

The public web site has the following content pages:

- *Home*

- *Profile* – abstract of the project, keywords, call and funding data
  - *Why Cascade* – arguments for the need of Cascade
  - *Our solution* – description of Cascade's solution

- *Partners*
  List of all project partners with description of activities, logo and link to the partner web site

- *Publications*
  Place for Cascade publications, for example the project brochure and public deliverables

- *Links*
  Related links to FP7, federations/platforms (E2B, Build up., Rehva etc.) and others. Description and URL
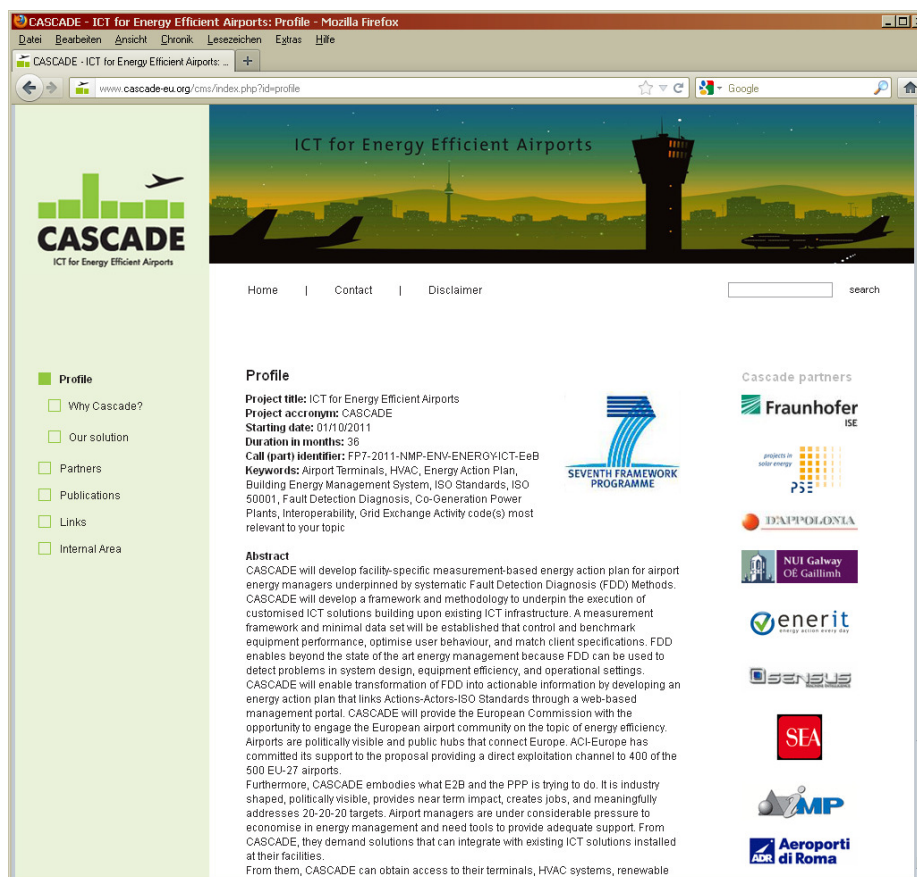

Figure 2: Screenshot of Cascade web site - project profile

1.2 Internal web site

The internal part of the web site is made for the project partners to share files and information. Project partners can enter the internal section with a login password; the EU officers and the advisory board were also given a proper password.

The internal area contains the following sections:

- *Contract documents*
  Grant agreement, Annex1, Consortium agreement and Grand agreement preparation forms are available for download

- *Deliverables*
  Table of all deliverables with details and deliverable template available for download. All Cascade deliverables will be shown here in the course of the project.

- *Meetings*
  Information on the upcoming meetings (for example locations, registration, accommodation), presentations and minutes of past meetings for download

- *Project references*
  File / URL links of information which is related to Cascade

- *Working documents*
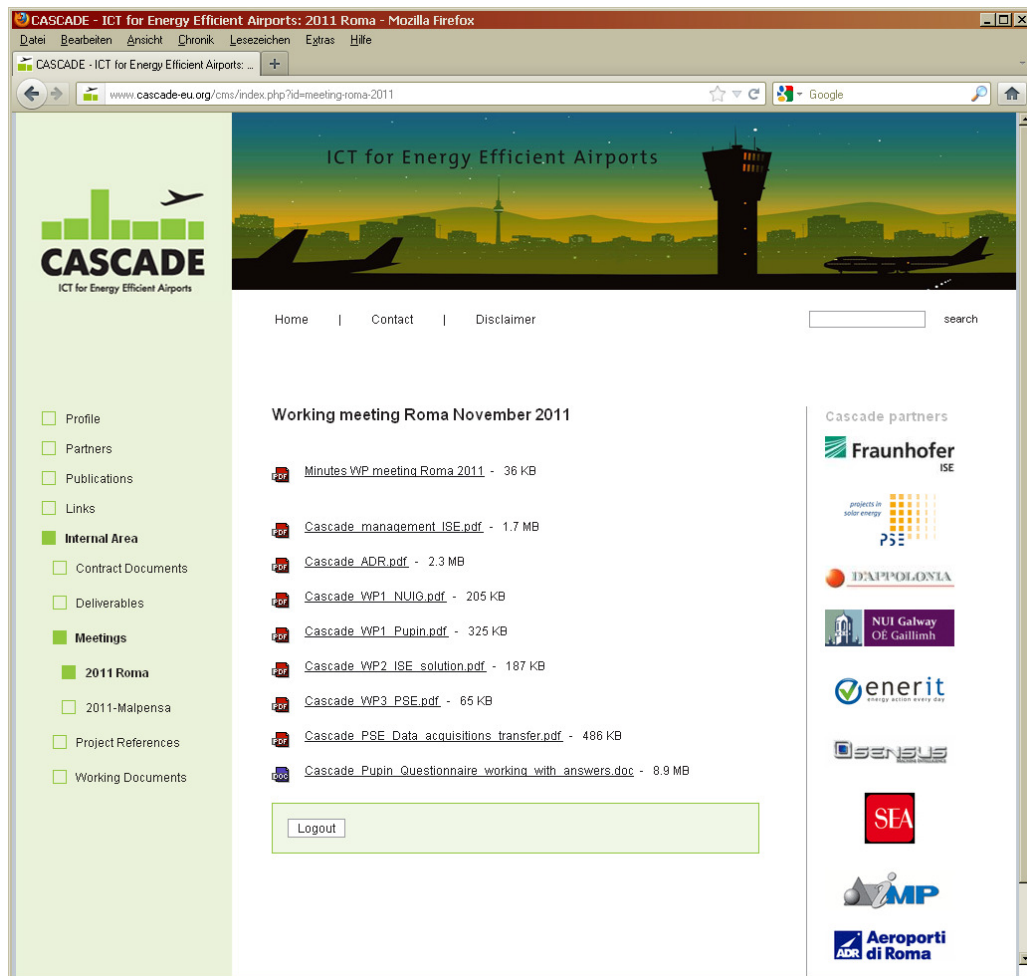 Open space for project partners to interchange files or information

Figure 3: Screenshot of the internal part of Cascade web site - presentations and minutes of a meeting are available for download

2 Press release

A press release is another tool to disseminate information and results of the project. Both, PSE and ISE have a long year experience with press releases, in the local as well as in the international context. A press release is best used iteratively, at the time when publicity is most desired.

After discussing the impact of the press release, ISE and PSE decided to produce the press release not before the first results are available in WP1 in June 2012, after D1.1 "Energy and Technical Characterisation, Operational Scenarios of European Airports as Open Spaces".

3 Newsletter

A first newsletter has been produced by end of January 2012. Its aims to inform the internal group of actors on Cascade news and contains the following topics:

- Project start + coordination

- Web site

- Project brochure

- Meetings

- Work progress

- Next deliverables

The newsletter is sent to the project partners, to the Advisory Committee and to EU officials.

4 Brochure

An information brochure about the project was produced. On 6 pages it describes the background, technical concept and objectives of Cascade. The key project data is given, as well as information on the project partners, contact information and the URL for the project web site.

The brochure is available in the public part of the website under "Publications" and will be distributed among the public on request. If necessary, it can be translated into one of the national languages of the project partners under the lead of the respective partner (for example for the purpose of a dissemination event).

Figure 4: Front page of Cascade brochure