

**Community Building  
Procedures  
Deliverable 3.2**

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Abstract (for dissemination)	This deliverable describes the ongoing activities of the Service Web 3.0 consortium members aimed towards providing an ideal setting for a thriving community consisting of a critical mass of scientific, industrial and governmental organizations and individuals with leading expertise in the field of semantic technologies. In the discussion of these active community building procedures, four
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	respective types developed under the Service Web 3.0 community building strategy are addressed: international, cross-project, cross-organizational, and social communities
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## 1. PURPOSE

This deliverable describes the ongoing activities of the Service Web 3.0 consortium members aimed towards providing an ideal setting for a thriving community consisting of a critical mass of scientific, industrial and governmental organizations and individuals with leading expertise in the field of semantic technologies. In the discussion of these active community building procedures, four respective types developed under the Service Web 3.0 community building strategy are addressed: international, cross-project, cross-organizational, and social communities.

## 2. INTERNATIONAL COMMUNITIES

In order to gain visibility in the large and optimize the dissemination and exploitation of research results, Service Web 3.0 must establish a community that stretches beyond European-funded project consortium members and semantic experts. The community must extend to include members from around the world. It must also reach to those beyond the strict ICT community, especially as semantic technologies begin to permeate into industrial markets. The development of such a broad, international community is being spearheaded by STI International.

### 2.1. STI Community

The launch of the STI International Community<sup>1</sup> coincided with the first STI International Off-site meeting from May 30-31, 2008, where nearly 100 researchers representing the majority of the STI Member organizations met to support networking and interaction amongst institutions, thereby facilitating collaborative research in the area of semantic technologies, and to further analyze the progressive structure and future plans of STI International. The establishment of the STI Community was necessitated by a growth in the number of those interested in the activities of STI International, beyond the STI Members, and our wish to maintain a mailing list and communication platform for the broad STI International Community, which includes any and all interested individuals regardless of affiliation or STI International membership.

The STI International Community relies on the following media platforms designed to provide interested visitors with a wealth of information related to semantic technologies: a community profile/expert finder, a Weblog, a software application evaluation survey, a collection of online resources and interest groups, and a mailing list. Screenshots can be found in Annex I (Section 7).

### **STI Community Profiles**

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<sup>1</sup> : <http://www.sti2.org/index.php/community>

The STI Community Profiles will showcase the developments of INNORAISE<sup>2</sup> by providing its community members with a powerful profile browser and expert finder based upon powerful crawling techniques, selection from distributed information sources, and customized ranking algorithms (e.g. based on publications within a specific field).

### **STI Blog**

The STI Blog is authored by the coordinating members of STI International, including some of the directors of Service Web 3.0. It aims to provide:

- An up-to-date, fair presentation of the most controversial topics and developments of semantic technologies
- An analytical synopsis of scientific and industrial events related to semantic technologies
- A medium for the presentation of visionary ideas and directives to be fulfilled by the semantic technology community
- A review of other miscellaneous activities related to the semantic technology community

It is not "yet another techie blog": technical discussions are saved for the working groups and forums provide by STI Member Services (discussed in Section 4.1). Rather, the content of the STI Blog will focus on highlighting and publicizing innovative ideas and research directions, release announcements and conference reviews: an overview of everything related to semantic technologies.

Members of Service Web 3.0 collectively contribute to the STI blog in order to overcome the following limitations of blogs and discussion forums supported by other R&D projects:

- Often restricted to consortium partner input
- Rarely viewed by an external audience, thereby their potential impact is inherently limited
- Terminated with the termination of the project

### **STI Semantic Apps**

Each month, the STI International website will showcase a semantically-oriented piece of software developed in part by the STI International Member organizations, or submitted by a member of the STI Community. In addition to publicizing the tool to interested community members, an evaluation questionnaire (and, later, the compiled results) will also be made available to registered community users.

### **STI Resources**

The STI Resources section of the community website provides a collection of some of the most valuable up-to-date resources pertaining to the advancements in semantic technology and related fields. An ongoing collection of STI recommended feeds, working-, activity-, and interest- groups of particular relevance can be found here.

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<sup>2</sup> <http://www.innoraize.com/>

### **STI Community Mailing List**

Finally, a mailing list consisting of all STI Community members has been created in order to announce important events, software releases, and abstract reports of the recent activities of the STI Member organizations. There are currently over 150 members subscribed to the mailing list.<sup>3</sup>

## **2.2. EU Japan Cooperation**

The 1st Japan EU Symposium on the "New Generation Network" and the "Future Internet" was held on June 9-10 2008, Brussels, Belgium.<sup>4</sup> The major objective this symposium was to explore prospects for deeper exchange and collaboration between the Japanese and European research communities in the area of what is often called "New Generation Network (NWGN)" in Japan and "Future Internet (FI)" in Europe (further explanation found in Section 3.1). This symposium followed the EU Japan Cooperation Forum on ICT research, which was held in Tokyo on March 4 - 5 2008. One of the lead scientists of Service Web 3.0 (representing OU) attended this symposium meeting in order to support further collaboration and the application of semantic technologies to the overlapping EU Japan objectives.

## **3. CROSS-PROJECT COMMUNITIES**

In addition to broad international communities, Service Web 3.0 is currently co-representing 13 EU projects contributing towards the Services and Architectures working group of the Future Internet Initiative; thus creating a community of European researchers based upon cross-project synergies. The objectives of the Future Internet Initiative, and the potential of its failure if it does not succeed in integrating and furthering development of semantic technologies, have become a priority for Service Web 3.0.<sup>5</sup> The next sections provide a synopsis of the Future Internet Initiative and the cross-project community interest group, the Future Internet Interest Group based upon the Services and Architectures working group.

### **3.1. Future Internet Initiative**



The Future Internet is a European initiative which brings together 70 projects within six working groups to create a new Internet to meet Europe's economic and social needs. In the area of Services and Architectures (refer to Figure 1), Service Web 3.0 is one of two Supporting Action projects representing the 13 contributing projects. This working group has identified 4 cross-domain topics of interest: Management and governance; Trust at scale and high granularity; Architectures and infrastructures; and Lifecycles. Further details of ServiceWeb 3.0's participation in the Future Internet working group are discussed in deliverable 3.4 "Collaboration Activities Plan". In order for the members and non-members alike of this working group to follow the ongoing

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<sup>3</sup> <http://lists.sti2.org/mailman/listinfo/community>

<sup>4</sup> <http://www.ict-fireworks.eu/events/1st-japan-eu-symposium.html>

<sup>5</sup> <http://www.future-internet.eu/>

activities of the working group, Service Web 3.0 has created the Future Internet Interest Group (FIIG).

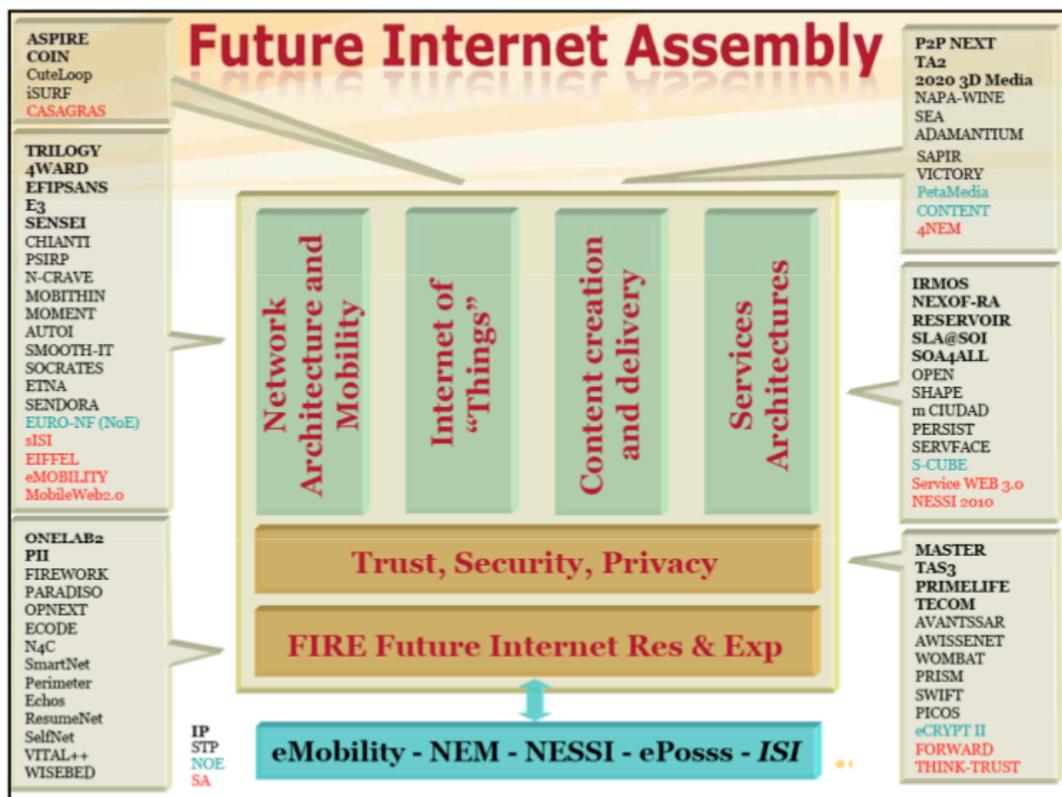


Figure 1 - European Future Internet Initiative - Involved Projects

### 3.2. Future Internet Interest Group



In addition to co-chairing the Services and Architectures working group, The Open University has set up a cross-project community in the form of the Future Internet Interest Group (FIIG). The core of the interest group will be the members of the Services and Architectures working group, however this will expand to include a much broader community. Significant efforts, e.g. the major themes and targeted audience of Service Web 3.0 video (D2.4.2), aim to extend the FIIG membership to include any individuals or organizations with a vested interest in the Future Internet.

URL: <http://www.serviceweb30.eu/cms/index.php/future-internet>

#### **FIIG Calendar**

The FIIG calendar displays a collection of the upcoming plenary meetings and related events particular to the 13 projects involved in the Services and Architectures working group. Members of the interest group are encouraged to co-locate plenary meetings, schedule collaborative sessions, and combine dissemination efforts.

### **FIIG Blog**

The FIIG Blog will publish the achievement reports derived from the plenary meetings of the projects involved in the Services and Architectures working group, as well as publishing reviews of events related to the Future Internet Initiative.

### **FIIG Mailing List**

FIG maintains an informative mailing list<sup>6</sup>, which reports on the activities on those involved in the Services and Architectures Working group; however as the interest group grows topics will expand to cover all activities relevant to the Future Internet Initiative as a whole.

## **3.3. Cross-Project Networking**

The Open University submitted a proposal for one of the Networking Sessions at ICT 2008 in Lyon, France. The purpose the Networking Sessions is to facilitate contacts between researchers, innovators and engineers from all ICT fields; it is therefore a fitting opportunity for the Service Web 3.0 partners to extend the cross-organizational community of ICT experts. The proposal, entitled “Towards a Future Internet of Services”, was submitted in association with Service Web 3.0. The proposal abstract can be found in Annex III (Section 9.1).

## **4. CROSS-ORGANIZATIONAL COMMUNITIES**

Service Web 3.0 aims to support the communication infrastructures of existing networks and communities currently researching the capabilities and application of semantic technologies; additionally, organizations from diverse disciplines and academic fields are beginning to collaborate extensively with experts from our field in order to adopt semantic technologies into their IT-dependent tasks. Several steps are being taken in order to support both such cross-organizational communities.

### **4.1. STI International Members**

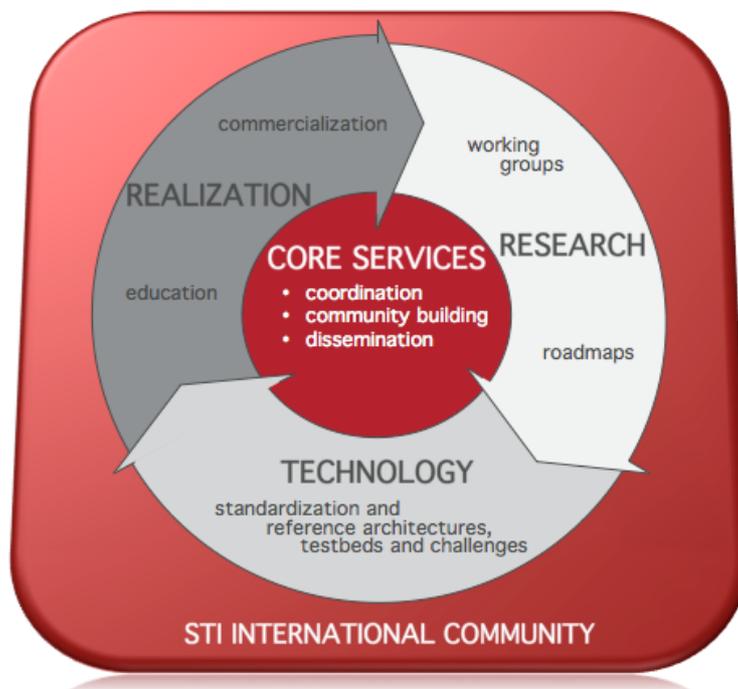
While the STI Community aims to acquire a broad membership with varying levels of expertise, the Member organizations that comprise STI International form a specialized community comprising a qualified membership of prominent researchers and industrial players with significant know-how and potential influence over research directives that steer the further progressive development of semantic technologies. STI Member Services provide the administrative platform and organizational network for bringing together researchers from different domains, coordinating and aligning their research efforts and simplifying the exchange of knowledge, researchers and technology.

The expert community formed by the STI Member organizations provides a bundle of unique services, which are essential for the successful development of the research area, standardization, and commercial adaptation of respective technology developments that are

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<sup>6</sup> <http://lists.serviceweb30.eu/mailman/listinfo/fiig>

usually beyond the scope of individual organizations or particular research projects, and cross-project collaboration where synergies are found. The STI International Services are categorized in three main areas: research, technology and realization.



**Figure 2 - Foundational STI Community and Member Services**

The main objective of the Research area is to advance the definition, development and outreach of scientific foundations as well as methods and tools required for the take-up of semantic technologies at corporate and public level. Two associated working groups worth mentioning with regard to the community building procedures of Service Web 3.0 are:

- Semantic Technologies and Ontologies Working Group<sup>7</sup> - The mission of this working group is to provide a forum for collaboration amongst projects, primarily within the Software and Service Architectures unit, on the application of semantics to SOA. In particular the working group will focus on:
  - Generic ontologies for describing services. Current initiatives in this area include the Web Services Modeling Ontology (WSMO).
  - Generic ontologies for describing Grid entities. A Grid Resource Ontology was recently developed, while there are ongoing efforts for the development of SLA, QoS and Security related ontologies.
  - Architectures and infrastructures for managing semantic SOA systems and applications. An example of this is the Semantic Execution Environment currently being standardized within OASIS.

<sup>7</sup> <http://wg.sti2.org/semtech-onto/>

- Architecture and methodologies for the development of Semantic Grid infrastructures such as the S-OGSA reference architecture.
  - Semantic languages and representation formalisms for representing services.
  - Use cases that demonstrate the business value delivered from the adoption of semantics in a SOA environment
- Conceptual Models for Services Working Group<sup>8</sup> - The mission of this working group is to continue the efforts of the WSMO working group in two ways. Firstly, the group will maintain WSMO adding updates as appropriate to fulfill requests from Semantic Web Service researchers and practitioners. Secondly, building on WSMO we will create a number of new generic ontologies including:
    - WSMO-Lite - a lightweight ontology which uses RDFS as the description language and defines mechanisms to annotate WSDL descriptions using SAWSDL.
    - MicroWSMO - an annotation mechanism for RESTful services.
    - Semantic Annotations of Processes - an ontology for describing processes which are implemented as Web services.

In addition to these ongoing working groups, STI International has created procedural working group guidelines based upon the W3C for the establishment of future working groups and collaborative activities (see Annex .

The Technology area transforms these research results into stable definitions of standards and reference architectures, via the development of testbeds and the support of challenges. The Realization area provides established education programs for both academic and industrial communities, raises awareness of the semantic technologies, and supports the outreach to businesses, commercialization, and exploitation into ICT markets.

The STI Service Convent was held on July 2-4, 2008, where the STI board members and the service coordinators - those who steer the STI Member Services described above - met to review of the established organization and draw strategic conclusions for the upcoming years. Please refer to the STI International website ([www.sti2.org](http://www.sti2.org)) for an upcoming report of the event.

#### 4.2. DIS PUE PartnerClub Cooperation

The Department of Information Systems (DIS) at Poznan University of Economics has gathered a select group of the most active IT companies interested in modern technologies and academia-industry collaboration (including inter alia DGA, Sygnity SA, IDS-Scheer, IT integro, Komputronik, Talex, Zeto), creating a focused cross-organizational community on the national level (the Wielkopolska region). DIS organizes seminars and workshops in order to familiarize these companies (called PartnerClub) with new technologies. This provides an opportunity to disseminate the research results, as well as show the companies the possible

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<sup>8</sup> <http://cms-wg.sti2.org/>

benefits of application of these technologies in real-life scenarios. In addition, DIS offers its expertise and support when it comes to the introduction of new technologies (e.g. Web services, Semantic Web services, Web 2.0) in PartnerClub companies, as well as integrating new services and technologies into the products and services offered to their clients. The activities performed within the PartnerClub cooperation results in joint participation in both national and European projects focusing on the following topics: SOA, Web services and service ecosystems.

In addition, the collaboration within the PartnerClub results in participation and sponsorship of the various events (e.g. conferences) targeted at small and medium enterprises interested in application of new solutions and technologies (e.g. Web 2.0, SOA, Semantic Web). Moreover, cooperation with business partners stimulates research conducted by DIS through addressing real-life problems (e.g. within Master and PhD theses) and allows research results to be validated on realistic applications.

#### 4.3. Raising Awareness for Semantic Technology in Austria (RASTA)

STI Innsbruck and STI International will establish the Raising Awareness for Semantic Technology in Austria (RASTA) program to approach academia, industry, and public service and governmental organizations in Austria, encouraging them to take part in ensuring that Austria maintains an influential role in steering the further development and adoption of semantic technologies in accord to the overall ETP strategy in Europe. The program will also stress the competitive advantage of training and attracting highly skilled knowledge workers, necessitated by establishing semantics as a core of computer science.

#### 4.4. Cross-Organizational Networking

A second Networking Session proposal was submitted to ICT 2008 on behalf of STI International (refer to Section 3.3 for further description). The proposal, focused on SaaS, SOA, and the application of semantic technologies within these domains, was submitted in association with SOA4All, one of the projects involved in the Services and Architectures Working Group<sup>9</sup>, co-represented by Service Web 3.0 in the Future Internet Initiative. The proposal abstract can be found in Annex III (Section 9.2).

### 5. SOCIAL COMMUNITIES

With a similar goal to the foundation of the STI Community, Service Web 3.0 aims to reap the benefits of targeting a broad community, exploiting all forms of media, including Web 2.0 platforms. Accounts have been registered with Google<sup>10</sup> (for shared calendars), Yahoo<sup>11</sup> (particularly Flickr for posting photos from relevant events), and STI International will be

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<sup>9</sup> <http://services.future-internet.eu/>

<sup>10</sup> [semantic.technology@gmail.com](mailto:semantic.technology@gmail.com)

<sup>11</sup> [semantic\\_technology@yahoo.com](mailto:semantic_technology@yahoo.com)

taking over the administration of the Semantic Technology Forum<sup>12</sup> on Facebook, which currently has over 270 members. The forum was created for members to discuss interests and challenges in the field of semantic technology, including: knowledge representation, open world reasoning, logical theory, inference engines, formal semantics, ontologies, taxonomies, folksonomies, vocabularies, assertions, triples, description logic, semantic models, Semantic Web, semantic integration, data integration and mashups, unstructured information, semantic query, semantic search, Web 3.0, semantic rules, developing semantic applications, semantics for Enterprise Information Management (EIM), knowledge engineering and management, SOA (Service Oriented Architectures), and collaboration and social networks.

## 6. CONCLUSION

This deliverable has provided a description of the community building activities lead by Service Web 3.0 in four dimensions: international, cross-project, cross-organizational, and social communities. The work put into this deliverable provides Service Web 3.0 with the means to intensify the European (and international) efforts towards the establishment of a worldwide community of researchers and industrial exploiters of semantic technologies.

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<sup>12</sup> <http://www.facebook.com/group.php?gid=9236901547>

## 7. ANNEX I – SCREENSHOTS

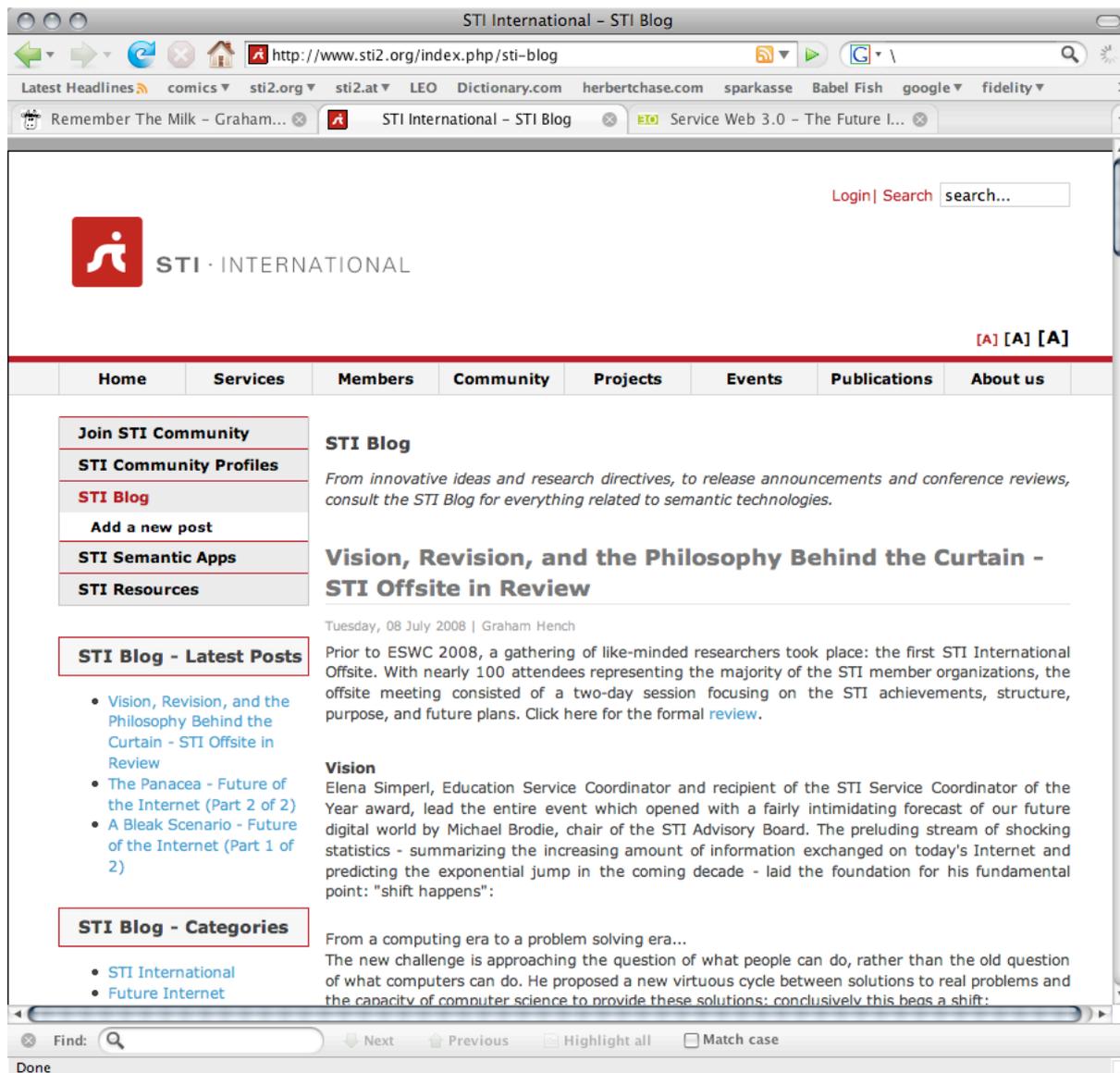


Figure 3 - STI Blog Screenshot

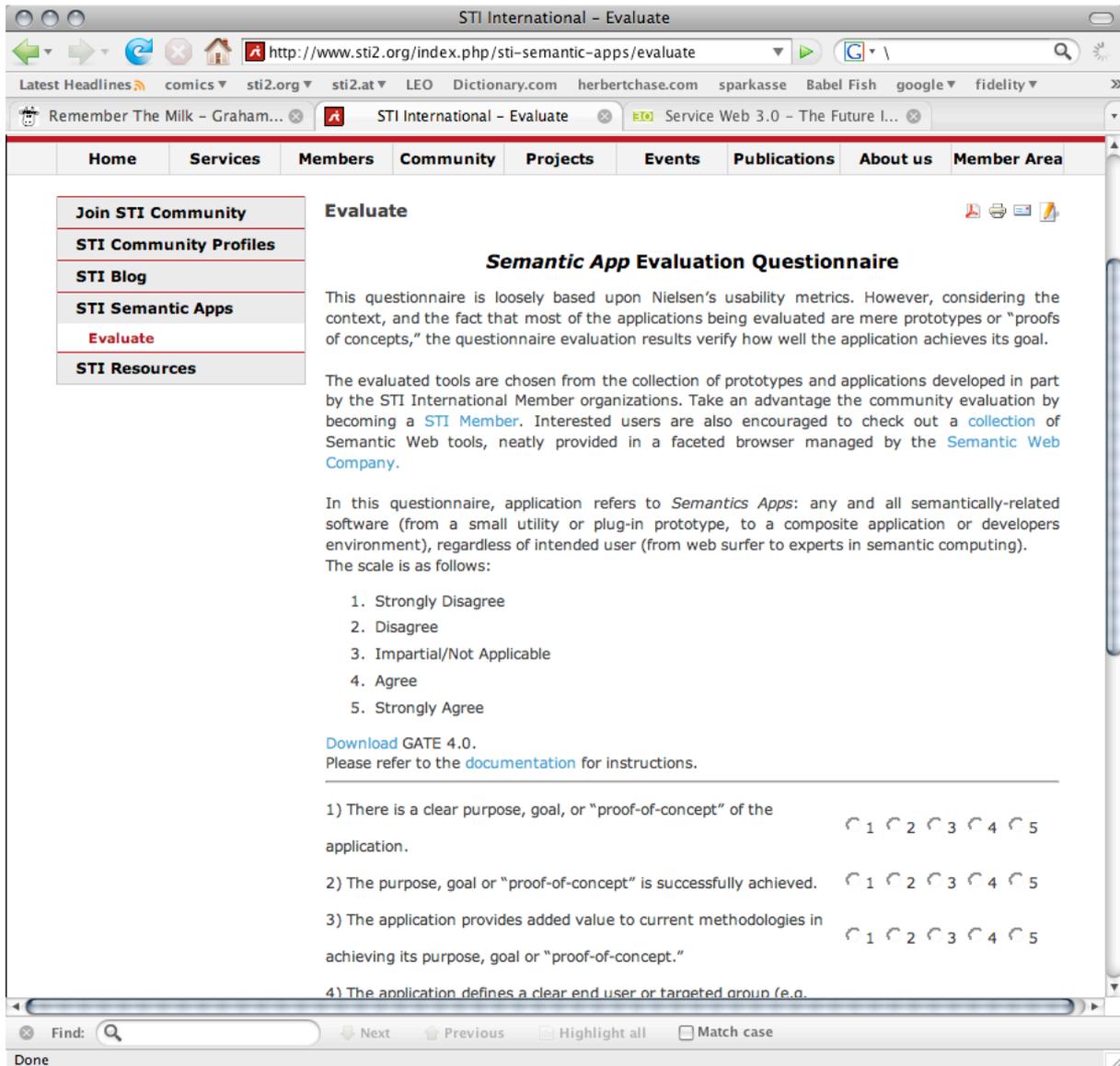


Figure 4 - STI Semantic Apps Evaluation Questionnaire Screenshot

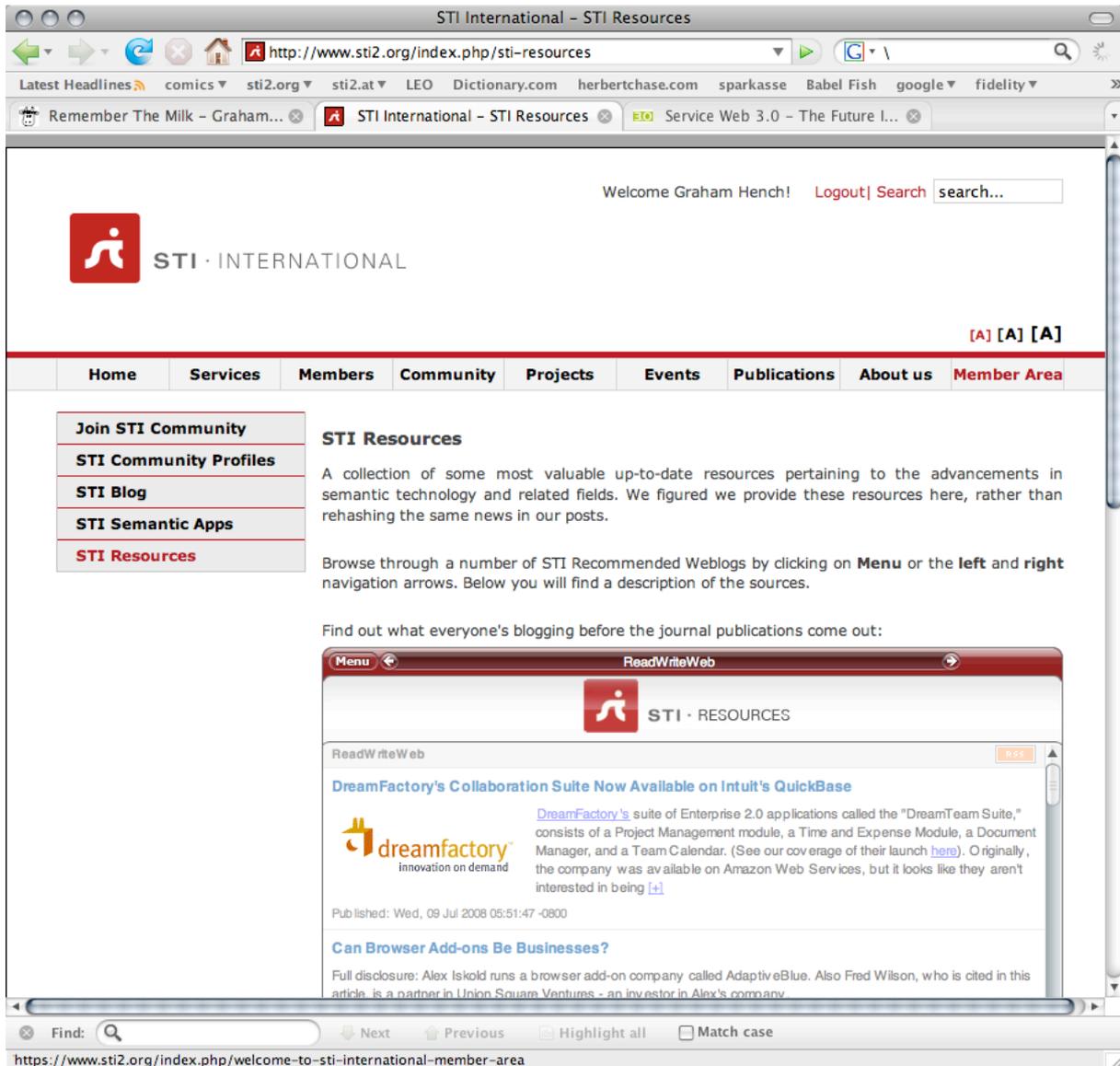


Figure 5 - STI Resources Screenshot

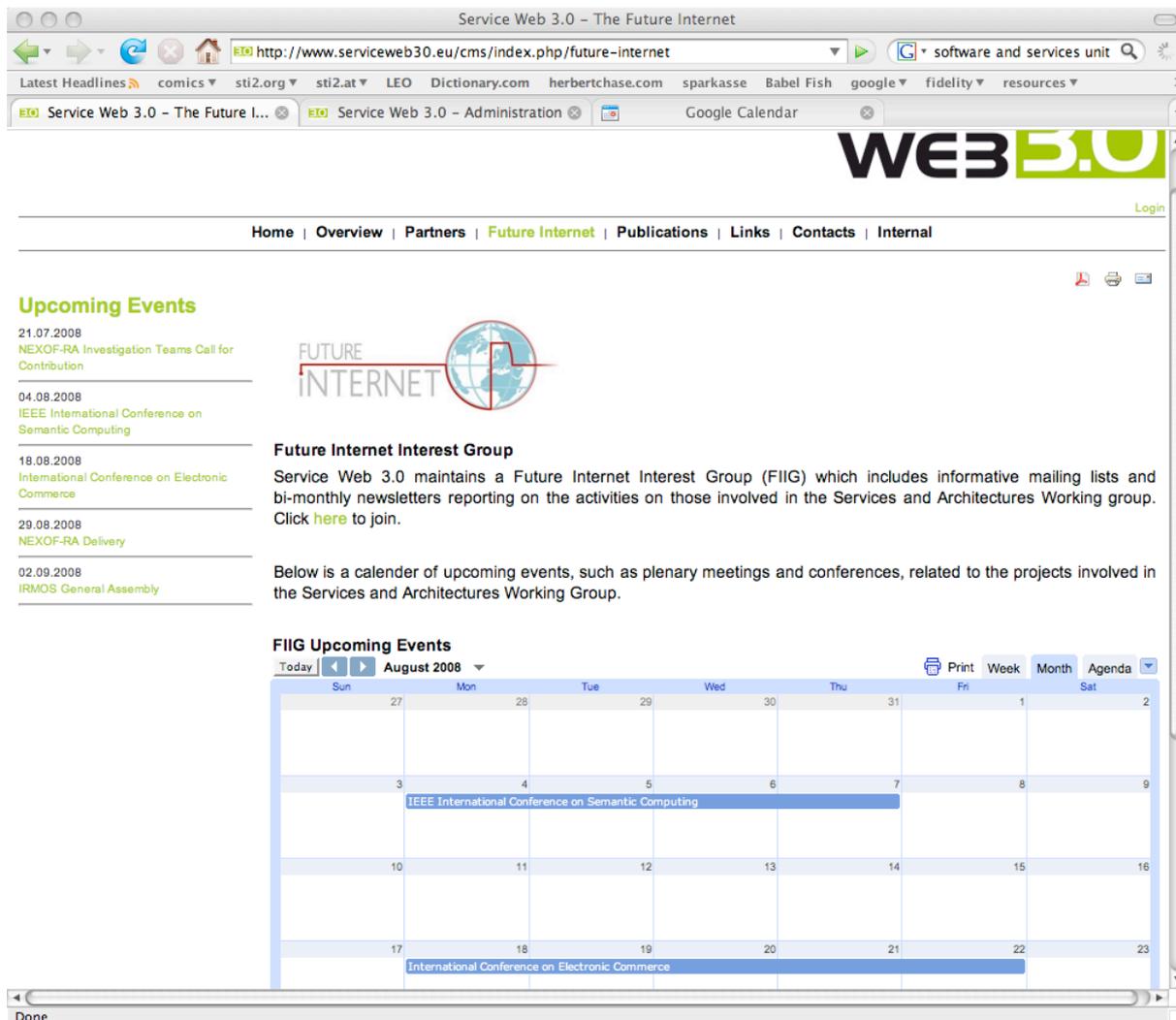


Figure 6 - Service Web 3.0 FIIG Calendar Screenshot

## 8. ANNEX II – BLED DECLARATION

# The BLED Declaration: Towards a European approach to the Future Internet

**Current Internet: Success & Challenges**

With over a billion users world-wide, the current Internet is a great success – a global integrated communications infrastructure and service platform underpinning the fabric of the European economy and European society in general. However, today's Internet was designed in the 1970s for purposes that bear little resemblance to current and foreseen usage scenarios. Mismatches between original design goals and current utilisation are now beginning to hamper the Internet's potential. A large number of challenges in the realms of technology, business, society and governance have to be overcome if the future development of the Internet is to sustain the networked society of tomorrow.

**Future Internet: Vital to continued economic Growth in Europe**

In the future, even more users, objects, services and critical information infrastructures will be networked through the Future Internet which will underpin an ever larger share of our modern and global economies. It is therefore time to strengthen and focus European activities on the Future Internet to maintain Europe's competitiveness in the global marketplace.

**A significant change is required and the European Internet scientific and economic actors, researchers, industrialists, SMEs, users, service and content providers, now assert the urgent necessity to redesign the Internet, taking a broad multidisciplinary approach, to meet Europe's societal and commercial ambitions.**

**Future Internet: Addressing the Challenges through EU Collaboration & Cooperation**

EU member states have already committed, through the renewed Lisbon Agenda and the i2010 initiative, €9.1 billion of funding, as part of a public-private partnership, for ICT research over the duration of FP7. However, we must ensure that, within this, continuous and long term support is given to the design of the Future Internet as a key element of the future networked society. It is of strategic importance for Europe to fully engage in the conception, development and innovation of a Future Internet ensuring the long term growth of the ICT sector, full support to an ICT based economy, and the elimination of the digital divide for all citizens.

The research projects assembled here in Bled represent the first phase of this public-private partnership, a joint investment of over €400 million, that recognises the challenges above and emphasises a concerted and comprehensive process of redesign, based upon novel network, service, trust, security and content technologies together with strong initiatives towards new innovations in societal, governance and service domains, in order to ensure that the Future Internet fulfils its potential.

More specifically, building upon the obligations of our individual project contracts and the goals of the Strategic Agendas of the European Technology Platforms, we confirm our ambitions include:

**Fostering Favourable Conditions through Coordinated Action**

- Coordinate our efforts to foster cross-disciplinary innovation and creativity.
- Work together through a European Future Internet Assembly of research projects strengthening cross-discipline activity and optimising the impact of our actions.
- Cultivate and foster the skills and knowledge required to develop the Future Internet.
- Create the conditions for the deployment of services and service oriented systems.
- Communicate through open standards for Future Internet technologies and architectures.
- Open the European Future Internet Assembly to new projects and actors over time to widen the coordination and consistency of the action.

Figure 7 - BLED Declaration - Page 1

**Jointly Designing, Developing and Experimenting**

- Services and networking architecture for the Future Internet.
- Location independent, interoperable, coherent, consistent, scalable, pervasive, reliable, secure and efficient access to a coordinated set of services.
- Tools supporting collaborative business models and social network applications.
- Technologies ensuring the robustness and security of the networks, managing identities, protecting privacy and creating trust in the on-line world.
- Approaches and tools to leverage the full potential of the Internet of Things.
- Capabilities for supporting the creation, sharing, locating and delivery of new-media content.

**Increasing Awareness at Policy Level**

- Raise awareness of the economic, policy and regulatory issues as identified by the newly proposed European Future Internet Assembly, the UN Internet Governance Forum, the OECD and the European regulatory frameworks.
- Contribute to the definition of European positions within global forums and arenas.

**Call for European action towards the Future Internet**

To help us meet these major challenges, we call on the:

- European Member States to strengthen and coordinate their national R&D efforts and initiatives toward the Future Internet.
- European Commission to stress the vision and amplify the related R&D in order to drive Europe ahead of tomorrow's Internet transformations in the way we work, live, and interact.
- European Member States and the European Commission to support the creation and activities of the European Future Internet Assembly proposed in this declaration.

**This declaration is endorsed by the following European Technology Platforms and European Research Projects\*:**

**eMobility, NEM, NESSI, ISI and EPOSS**

2020 3D Media	CHORUS	FAST	N-CRAVE	SAPIR	SOCRATES
4NEM	COIN	FORWARD	NESSI 2010	S-CUBE	SWIFT
4WARD	CONTENT	INTERSECTION	OPEN	SEA	TA2
ADAMANTIUM	CuteLoop	IRMOS	P2P NEXT	SENDORA	TAS3
AGAVE	DICONET	iSURF	PanLab / PII	SENSEI	TECOM
ASPIRE	E3	m CIUDAD	PERSIST	SERFACE	THINK-TRUST
AUTOI	eCRYPT II	MASTER	PetaMedia	Service WEB 3.0	VICTORY
AVANTSSAR	EFIPSANS	MobileWeb2.0	PICOS	SHAPE	WOMBAT
AWISSENET	EIFFEL	MOBITHIN	PRIMELIFE	siSI	
CASAGRAS	eMOBILITY	MOMENT	PRISM	SMOOTH-IT	
CHIANTI	EURO-NF	NAPA-WINE	RESERVOIR	SOA4ALL	

\*Accession to this declaration is open to existing and future EU Projects that wish to actively contribute



Figure 8 - BLED Declaration - Page 2

## 9. ANNEX III – NETWORKING SESSION PROPOSALS

### 9.1. Towards a Future Internet of Services

Title: *Towards a Future Internet of Services*

Author: Open University

Associated Project: Service Web 3.0

Abstract:

One of the most significant developments expected in the Future Internet's (FI) structure is the emergence and positioning of services, termed "Internet of Services" (IoS). The objective of this session is to provide a forum to debate the vision of and approaches to the IoS with a focus on cross domain issues, including: Architectures & Infrastructures; Management & Governance; Trust at Scale & High Granularity; and Lifecycle engineering for FI Applications. The expected result will be an initial set of statements and recommendations on the vision, scope and priority issues of the IoS, drawing on multi-stakeholder cross-domain inputs. The result will further elaborate the relationship between services and the FI and serve as input to the forthcoming FI Assembly. The session is targeted at all stakeholders of the IoS, including researchers, technology developers, businesses, policy makers, NGOs and civil society. We also encourage participants from areas outside of the service domain.

### 9.2. Software-as-a-Service: On the Future of Semantics in SOA

Title: *Software-as-a-Service: On the Future of Semantics in SOA*

Author: STI International

Associated Project: SOA4All

Abstract:

"[...] if you're a CIO with a head for business, you won't be buying computers anymore. You won't buy software either. You'll ren Software-as-a-Service: On the Future of Semantics in SOA at all your resources from a service provider." - Scott McNealy, former CEO Sun Microsystems

The networking session is dedicated to the ICT strategy for realizing this vision. Particularly, semantic technologies will be considered as a prime candidate for the automation and interoperability of SOA technologies at web-scale.

The target participants are all stakeholders of the Future Internet (FI): researchers, technology developers, IT vendors and catalysts. Substantial commitment from academia and industry can be expected from several EU projects (SUPER, SOA4All, LarKC, ACTIVE). We also encourage participants from areas outside of the semantic technology community.

The result shall be a commonly agreed collection of challenges, objectives and research aims that can serve as input for formulating the future ICT strategy on R&D in service-oriented technology.

## 10. ANNEX IV – STI WORKING GROUP PROCEDURAL GUIDELINES

Any single STI Member or a group of STI Members (who may also represent projects) may propose a new Working Group (WG) charter, to be approved by the STI Executive Board. The Executive Board either approves the WG charter or suggests changes for consideration by the original proposing Members.

(Suggestion: Every proposed charter should be communicated to all Members before it is considered for final approval by the Board. Feedback from the Members should be considered by the Board for the final approval.)

A proposed WG charter should follow the template specified below. Any significant changes to the template should be pointed out and justified in a document accompanying the proposal. Any proposed WG charter MUST specify who will chair it (an individual, a group of individuals, or an organization).

Any proposed WG charter MUST specify a schedule that includes an expiration date for the WG. The Chair of a WG or any STI Member may request charter extension or other updates, to be considered by the Board. Charter extension or other updates should be communicated to all Members.

The Board may update the WG charter template at any time, and it should notify the Members of any significant updates. Template updates do not affect existing Working Groups.

Working Group Charter template structure (each section should answer the enclosed questions):

### 1. Mission

Why does this WG exist?

What is the related work to which this group will tie its results?

### 2. Scope

What does this WG aim to achieve?

### 3. Out of scope

What is explicitly not going to be considered by this WG?

### 4. Deliverables (inputs, list, template, heartbeat req, development process, versioning)

What existing documents are going to be inputs of this WG?

What documents (or other deliverables) should be produced by the WG?

What template will be used by the deliverables?

(see Deliverable template below, formally part of the WG Charter template)

Is the WG required to publish updates regularly?

(heartbeat requirement to show the WG is making progress)

What is the development process for the deliverables?

What is the versioning policy for the deliverables?

### 5. Schedule and duration

What are the milestones for the WG?

When does the charter expire?

## 6. Participation

Who are the initial chairs of the WG?

(one organization or at least one concrete individual)

Who may participate in the WG?

What is the process for the prospective participants to join the WG?

What is the decision process for the WG?

How should dissent be managed?

## 7. Meetings

When and how will the WG meet?

(teleconferences, face-to-face meetings)

## 8. Communication, confidentiality

How does the WG communicate its deliberations and progress?

(web pages, mailing lists, press releases...)

How and where does the WG publish its deliverables and drafts?

How much of the WG communication is public?

Who has access to the non-public communication?

## 9. IPR policy

Who owns the copyright for the deliverables?

Who owns any related trademarks and registered names?

What is the patent policy of this WG?

How are the results of the WG licensed to STI members and to other parties?

Document deliverable template (A document deliverable must be a valid HTML, XHTML or PDF document):

1. Title
2. Date, maturity (Working Draft, Final Specification, Technical Report)
3. Links to this version, latest version, previous version
4. List of authors or editors
5. Links to alternate, non-normative versions (e.g. PDF)
6. Copyright statement, link to parent Working Group (webpage or charter)
7. Abstract
8. Table of contents
9. Contents
10. Acknowledgements

Other deliverables such as test suites etc. should be in a similarly open suitable form, and should have a "cover document" following a simpler template:

1. Title
2. Date, maturity (Under development, Finished)
3. Links to this version, latest version, previous version
4. List of authors or editors, or link to parent Working Group
5. Description of the deliverable contents, links to the appropriate files
6. Licensing statement