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D6.5 Dissemination and Exploitation Plan for Task 6.1

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1 Executive Summary

FORGE's main objective is to provide an ecosystem for introducing the eLearning community to the FIRE experimental facilities. Also, to promote the concept of experimentally driven research in education by using experiments as an interactive learning and training channel for both students and professionals and by raising the accessibility and usability of FIRE facilities. In order to achieve these objectives it is of high importance to open up the project's platform, processes, methodology and tools and receive contributions and feedback from the community.

Therefore, within Task 6.1 "Opening the FORGE platform, engaging and supporting the community" an Open Call will be launched, which will be addressed to stakeholders from the learning community and elsewhere, who want to exploit FIRE facilities for educational purposes, and contribute to the FORGE ecosystem. Within this task, external stakeholders will implement experiment-driven courses using FIRE facilities, either by using the FORGE platform or by using FORGE widgets within their educational platform. The consortium will provide technical support to the external users in order to enable the implementation of their courses. The opening of the platform will be launched as continuous open access to the FORGE tools, meaning that no strict procedures for proposal submission and evaluation will be applied. However, all proposals shall foresee the use of FORGE tools and FIRE facilities within the implementation of the suggested courses, while the FORGE consortium will measure its success. Several improvements to the FORGE tools and methods are expected from the external users' feedback and 'lessons learnt' based upon the external courses by opening the platform. The specific objectives and the process of the opening of the FORGE platform are presented in Section 2 of the present report.

This deliverable also describes the dissemination strategy and the dissemination plan regarding the opening of the FORGE platform, as well as engaging and supporting the community. In particular, Section 3 describes the basic principles of the task's communication to the external parties, as well as the specific dissemination material and activities within the project, through which the opening of the platform aims to gain massive visibility.

Finally, Section 4 deals with the exploitation plan of opening the FORGE platform, which aims to lead to the demonstration of the added value of engaging external stakeholders and promote further developments that will be based upon the initial results of this process.

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2 Overview of the Open Call process

2.1 Objective of the call

Forging Online Education through FIRE (FORGE) is a project bringing the FIRE and eLearning worlds together. FORGE expects to create an environment for introducing the experimentally driven research to the eLearning community, but also to act as a training facility for FIRE in general. This project specifies development methodologies and best practices for offering FIRE experimentation facilities to learners and to the learning community in general. For this, the project has already developed a number of prototype courses targeting both the content specific learning goals of the course (such as understanding a certain communication protocol) and the basic and advanced usage of FIRE facilities for creating experiments. The FORGE partners, driven by the requirements of the pilot prototype lab courses, will deliver a set of processes and tools to the learning community. Given the wide audience that the project aims at, it is crucial for the community to be engaged and benefit from the project's results as well. Therefore, an expansion phase is foreseen within Task 6.1 of the project to open up the platform to external users by issuing an open call in order to broaden the scope and usage of the FORGE utilities. The open call is a means to make the FORGE tools, processes and platform available to the community and potential users and contributors.

Through this open call the project opens up the FORGE platform to volunteers from the learning community and elsewhere, who want to exploit FIRE facilities for educational purposes and contribute to the FORGE ecosystem. The call is addressed to anyone interested to contribute or use the methodologies and tools that have been developed within the project together with FIRE facilities. Within the call the project solicits proposals for the development (or use) of experiment-driven courses and offers the chance to educational institutions to include these innovative courses to their curricula. FORGE is seeking contributions and new developments of educational material within the FORGE platform and tools. The expected types of participants span among educational or research institutions, universities, individuals, small/medium/large enterprises, and in general anyone interested in bringing the worlds of FIRE and eLearning together.

The project consortium will support these community-driven courses by implementing (or by providing assistance to external participants so that they can implement) requested widgets, tools and application programming interfaces (APIs) with the project tools that are developed in WP2 and WP3. Interested parties will connect their systems to the projects' tools following the defined FORGE approach.

The achievements and feedback collected through this call will be evaluated by the FORGE consortium and the main results will be presented to the community as part of the project's dissemination strategy.

The success of this action is crucial to the project, since it will prove not only the need for such an approach, but also show the learning community the benefits and added value of using experimentation facilities. Another important reason for opening up the platform is to validate and refine the FORGE approach and its tools.

2.2 Open Call timeline

The FORGE open call will be published in M18 (March 2015) and will last for the second half of the project (M18-M36). The open call will be launched as continuous open access to the FORGE tools, meaning that no strict procedures for proposal submission and evaluation will be applied.

However, the open call process will include three separate phases, presented in Figure 1:

- The first phase is the preparation of the call and its official announcement, in M18. The call will be supported by the official announcement and application form documents, as well as several demo videos that will explain the use of FORGE tools and processes to the participants.
- The second phase, which is the core part of the call, is the proposal submission and implementation of the experiment-driven courses (M18-M36).
- Finally, the process will be concluded with the evaluation and exploitation of the open call's outcomes and the adaptations and improvements to FORGE tools and methodologies based on the lessons learnt throughout the duration of the call (M18-M36). It should be noted that the results of the open call's final phase will be presented in future deliverables, in particular D5.3 "Evaluation of the execution of prototype and external lab courses" (M34), D6.8 "Opening the FORGE platform and engaging the community" (M36) and D6.9 "Revised exploitation plan" (M36).

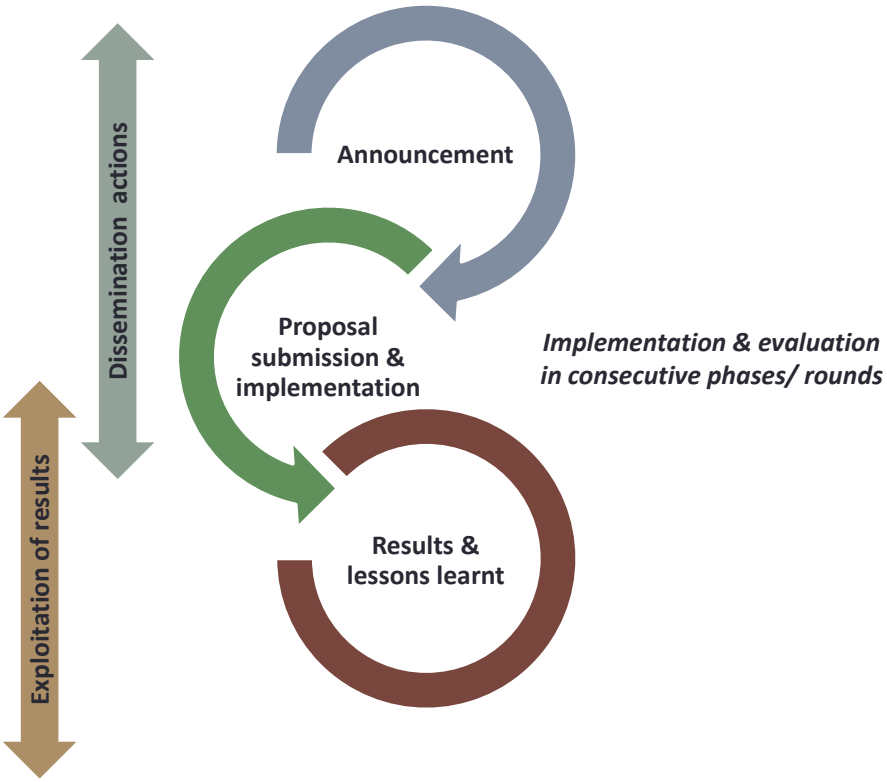

Figure 1: Open Call phases

In order to be able to provide optimal support to the participants and facilitate the implementation of proposals, a cut off-date for submission of proposals will be set after the announcement of the call. Depending on the interest expressed until then, the second phase of the call may be extended into consecutive phases of submission and implementation of proposals. In that case, the stages of implementation of proposals and evaluation of work may be overlapping.

The indicative timeline is presented in Figure 2:

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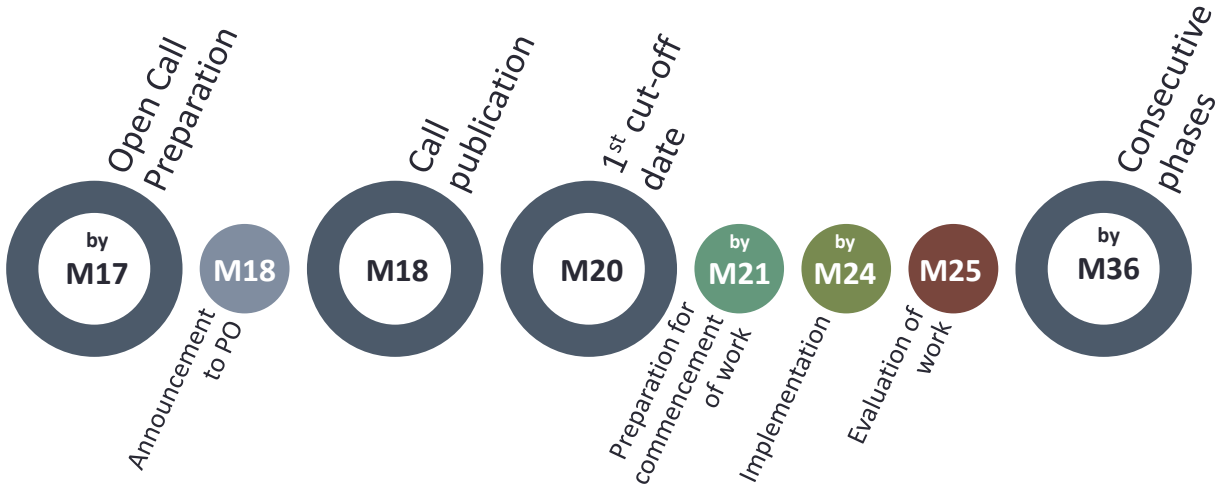

Figure 2: Open Call timeline

2.3 Proposal submission

As stated in the previous section, the opening of the FORGE platform will be a continuous process throughout the second half of the project, initialised by the announcement of the call in March 2015 (M18 of the project). Following this announcement, all interested parties will be welcome to submit their proposals for developing lessons and lab courses using FORGE tools together with FIRE facilities. Proposals will be submitted in a single stage, by completing a very simple application form that has been prepared as described in Appendix A ***- Application Form***; therefore the administrative burden for proposers is limited. The application form template will also be published on the Open Call page of the project website (http://ict-forge.eu/opencall/).

The proposals must consist of two parts, Part A and Part B:

- Part A provides the administrative information about the proposal and the applicants. The information requested includes characteristics of the applicants (organization profile and expertise) and contact details.
- Part B is the description of the content of the proposed work. Applicants are advised to follow this structure when describing their proposals. The subsections included in this part intend to highlight those aspects that support the objective of the call and the goals of the project in general. Part B covers, among other things, the concept and objectives of the proposed work, the implementation details and the expected outcome and impact of the proposed work.

Proposals will be submitted by e-mail, to the following address: opencall@ict-forge.eu. An acknowledgement of receipt will be emailed to the email address of the person identified as responsible in the submitted proposal as soon as possible after the FORGE consortium receives the proposal.

Participants will be able to submit their proposals at any time after the official announcement of the call. However, proposals submitted after the first cut-off date (or any cut-off dates that will be set for the consecutive submission phases) will be taken into account for the next round of proposal submission and implementation.

The FORGE consortium will be available and will provide support to all interested parties for any discussion or clarification of any aspect of the call or their planned scenario of exploitation of the FORGE tools and processes throughout the duration of the call. This will cover guided training, both on administrative and technical issues, as well as technical assistance. Potential proposers will be strongly encouraged to discuss their ideas with the FORGE consortium prior to the submission of their proposal.

All proposals shall be eligible and may be accepted, provided that they foresee the use of FORGE tools and FIRE facilities within the implementation of the suggested courses. However, some additional criteria will be also taken into account for ranking the proposals into a priority list in terms of implementation and provided support. These criteria include the use of FIRE facilities, the reach of the course and its dissemination aspect, the feasibility and sustainability of the course, the interactive elements it comprises, as well as the foreseen provided support by the FORGE consortium. In addition, proposals that foresee the deployment of the proposed course in the context of a real-time course offered within the curriculum of the proposers' institutions will be given high priority. However, no scoring will be applied, since the process will not be competitive and the open call is not funded.

Upon selection, the new users will be called to sign a lean Memorandum of Understanding (MoU) for using the FORGE facilities and will commence with their work. These terms are described in more detail in section 2.5 of the present document.

2.4 Implementation and support

The implementation of proposals will commence right after the acknowledgement of selection by the FORGE consortium. The indicative duration of the implementation period will be 4 to 5 months, comprising the following stages, in line with the methodology described in D4.2.1 "Methodology and process for creating FIRE courseware" (M18):

1. **Course design**: within this stage, the participants will identify the target testbeds and resources, schedule deployment and reserve equipment on specific dates, where applicable. Moreover, they will identify any existing widgets and FIRE adapters that may be used for the implementation of their courses. In case it is required, participants will describe the specifications for the implementation of new widgets and/or FIRE adapters or adaptation of existing ones.
2. **Course development**: namely the first trial of the course on the FORGEBox.eu platform. Any developments on widget(s), FIRE adapters or lab course assistant recipes are also carried out in this stage.
3. **Course deployment**: at this stage participants will deploy their courses to their learners. This means that the course is available, preferably in different means like FORGEBox.eu, ePub3 and eBook formats, and will be executed at least once, where applicable[1].

[1] It should be noted that the FORGE consortium recognizes the risk of receiving many proposals that will not foresee the deployment of the proposed course to students, mainly due to internal regulations and limitations of the proposing institutions and time constraints (only three teaching semesters are included within the Open Call duration). In order to mitigate that risk, proposals that lead to a real-time course offering will be ranked higher in the (implementation and support) priority list.

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4. **Feedback to FORGE methodology/ evaluation of results**: Participants will provide valuable feedback to FORGE regarding:
    - the proposed FORGE methodology;
    - the FORGEBox architectural solution;
    - widgets and FIRE adapters;
    - issues raised from forgebox.eu, widgets and FIRE adapters services;
    - the evaluation results after circulating the FORGE evaluation forms to learners (where applicable).

    It should be noted that the evaluation methodology and results will be presented in D5.3 "Evaluation of the execution of prototype and external lab courses" (M34).

The FORGE consortium will provide support to all participants and monitor the implementation of the lab courses throughout the second half of the project. To that end, the consortium will provide the following to all interested parties participating to the open call for the development of their courses:

- **Online documentation**, including the call's core documents (announcement, guidelines, application form, MoU) and supporting material (such as videos with instructions on how to use the FORGE tools and platform and other technical issues). This documentation will be available at the Open Call page of the project website (http://ict-forge.eu/opencall/) throughout the duration of the call and may be updated if necessary, according to the received inquiries.
- A permanent channel for submission of inquiries by **e-mail**, to the following address: opencall@ict-forge.eu.
- A **Frequently Asked Questions (FAQ) section** at the Open Call page of the project website (http://ict-forge.eu/opencall/), where the received inquiries as well as several clarifications on fundamental issues will be published, in order to avoid receiving common questions and issues from multiple users.

All new users and contributors will be supported by the FORGE consortium in a best effort way for the project success, considering the limited resources and budget that are reserved for Task 6.1. If there is a high demand on supporting the external lab courses, especially regarding implementation of new APIs, FIRE adapters, eLearning widgets or Learning Management System (LMS) integration, all cases will be carefully examined and the FORGE consortium will provide technical assistance to the best of its ability, in collaboration with and based on the results of the relevant tasks of WP2, WP3 and WP5.

In the context of WP2, the FORGE consortium will analyse and identify the appropriate FIRE features that meet (part of) the requirements for implementing the open call participants' courses. In addition, the consortium will support the participants in the development of e.g. extensions, wrappers or additions to existing FIRE APIs to support missing functionalities, to the best of its ability.

In the context of WP3, the participants of the Open Call will be supported in the development of educational widgets for their courses. More specifically, the Open Call participants will be

supported by the technical partners of WP3 regarding the specifications and implementation of new widgets. The WP3 partners will use the expertise they have acquired in the development of educational widgets in order to facilitate the external stakeholders in using the FORGE infrastructure, i.e. FORGEBox and FORGEStore.

Moreover, the FORGE consortium will provide regular updates and follow up the progress of the ongoing activities of external users and contributors at each stage, on a biweekly basis, during the project's virtual meetings, hence a slot will be dedicated in each meeting to discuss any progress on the work of the participants. At the same time, the consortium will discuss and schedule future actions regarding the provided support to the participants.

After the courses are developed and executed (where applicable), the achievements and feedback collected through this call will be evaluated by the FORGE consortium and the main results will be adopted by the project's methodology and presented to the community as part of the project's dissemination strategy, in collaboration with WP5.

WP5 has developed an evaluation framework, which will be offered to all Open Call participants. This offering constitutes a variety of ways to collect feedback data on the execution of courses, via both qualitative and quantitative instruments. The qualitative instruments consist of a set of questionnaire templates targeting two distinct groups of stakeholders: teachers and students and collecting feedback about the quality, the reusability, the ease of use and learning effectiveness of the learning materials. The quantitative instruments are based on Learning Analytics tools for monitoring the activities of learners. In particular, FORGE will offer the software libraries for enabling educational widgets to collect usage data, as well as the methodologies for analysing them with Learning Analytics tools. The evaluation results both from the internal FORGE courses and the external ones from the Open Call will be presented in D5.3 "Evaluation of the execution of prototype and external lab courses" (M34).

2.5 Terms and conditions

Participants from successful proposals within this call will not receive EC funding and will not become official partners in the FORGE project. However, the call offers free access to the FORGE tools and processes and guaranteed training and support by the FORGE consortium covering guided training and technical assistance. Moreover, the successful participants will be acknowledged as **associate partners** and will receive recognition and visibility through the project's website.

The open call will apply a fast submission process based on a simple proposal template; therefore the administrative burden for proposers is limited. By submitting a proposal, the participants confirm that, in case their proposal is successful, they have the necessary manpower and financial resources to execute the proposed work.

Each proposed course has to make use of the tools and processes developed within the FORGE project. The prototype courses that have been developed by the FORGE consortium are available as examples of lab courses. The participants will also commit that they will evaluate the results of their work and provide useful feedback to the FORGE consortium. In addition, participants are encouraged to deploy their proposed course in the context of a real-time course offered within the curriculum of their institution(s) and execute it at least once within the duration of the project.

Successful participants will be called to sign a lean Memorandum of Understanding (MoU) for using the FORGE facilities, a draft of which is annexed to the present document (Appendix B **-** ***Draft Memorandum of Understanding***). This MoU will be used to formalise the detailed terms

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and conditions for access to the FORGE tools and processes and collaboration between successful proposers and the FORGE consortium. By submitting a proposal, the successful proposers indicate that they agree with the terms and conditions that will be published at the open page of the project website (http://ict-forge.eu/opencall/), as well as the terms and conditions as stipulated in the MoU for their use of the FORGE facilities.

3 Dissemination plan for Task 6.1

The following sections present the dissemination strategy and the dissemination plan regarding the opening of the FORGE platform, as well as engaging and supporting the community.

The dissemination strategy states the basic principles of the task's communication to the external parties by defining clear objectives, recognizing the basic actions to be performed, and identifying the target audience as well as the appropriate channels, processes and tools to implement the dissemination strategy.

The dissemination plan describes the specific dissemination material and activities within the project, which will be designed following the dissemination strategy principles. The material and tasks that the following sections comprise are not exhaustive, as they will be updated through the development of the open call process.

3.1 Dissemination strategy and objectives

Task 6.1 aims at broadening the scope and the usage of the FORGE utilities by engaging external parties to contribute and use the project's tools and processes. Through the activities that will be performed within this task, the FORGE tools and processes are expected to become widely known to the learning community and the FORGE approach to be gradually adopted in a broader scale. Moreover, the success of this task will contribute to the achievement of the project's primary goal, which is to introduce the FIRE experimental facilities into the eLearning community, in order to promote the concept of experimentally driven research in education by using experiments as an interactive learning and training channel for both students and professionals by raising the accessibility and usability of FIRE facilities. The project's vision is to create an open FORGE community and ecosystem where educational resources, collaborative tools and proposed experiments are offered and contributed for free and Task 6.1 is the stepping stone of this effort.

Given the importance of the task's objectives, the dissemination strategy should be carefully designed and implemented, along with its key messages, channels and specific activities that will be utilized and performed during the opening of the platform and for the rest of the project's duration. The present document outlines the fundamental principles that the dissemination strategy will focus on. However, since the task will remain active for the rest of the project, this strategy will be dynamically updated and enriched based on the feedback that the consortium will receive throughout the task's duration.

The dissemination plan for Task 6.1 will support the successful implementation of the task's activities and will define the ways that its objectives can be achieved. The specific objectives of the dissemination plan for Task 6.1 can be summarized to the following:

- Ensure efficient communication of the project's objectives and results with external stakeholders;
- Raise awareness about FORGE among the target audience (FIRE and education communities, industry, etc.);
- Attract external users and contributors and increase the community of FORGE end-users;
- Encourage the community to contribute to FORGE with material and/or feedback about the material used;

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- Enhance the interactive experiment-driven courses library that will be developed within the project's framework;
- Validate the project's methodology and expose the advantages of its innovative approach.

The basic pillars of the dissemination strategy are described below:

- Define, develop and maintain core communication infrastructure to gain massive visibility;
- Target audience segmentation to determine key messages for various audiences.
- Define, develop and update online content and communication tools for dissemination through core communication infrastructure and other dissemination channels;
- Participate in events to reach different target audiences and encourage either the exploitation of the platform or further dissemination of FORGE;
- Establish liaisons to reach the respective communities & gain further visibility;

3.2 Target audience

A key aspect to ensure that the dissemination strategy will be successful is to carefully identify and clearly define the target audience, namely the groups of stakeholders that will influence or be influenced by the open call process and the project in general.

The importance of carefully identifying the different target groups lies with the fact that it will enable the customization of the messages and channels that will be utilized for each group, in order to maximize the return on investment.

The external stakeholders within Task 6.1 span among educational or research institutions, universities, individuals, small/medium/large enterprises, and in general anyone interested in bringing the worlds of FIRE and eLearning together. Therefore, a similar distinction as the one described in D6.3 "Updated dissemination plan" (M12) could be extended to the specific needs of the opening of the FORGE platform. The different target groups are described in the following sections.

3.2.1 Education-related audience

This category comprises all institutions and individuals that are related to teaching and education, also including the ones that focus on research.

The institutions in this group may be:

- Universities
- Technology Institutes
- Online/Distance Universities
- Third-level education institutions (e.g. Colleges)
- High Schools
- Research institutions

The individuals belonging to this group may be educators (academia members, teachers, professors, etc.) and/or learners/students.

The members of this group will be the main future users of the FORGE ecosystem, therefore the key dissemination messages will focus on how the FORGE tools and products can enhance and improve the educational process and experience. Especially for the opening of the FORGE platform, it should be noted that by participating, they are offered the chance to develop their own or access already developed innovative and interactive online courses for free, acquire access to state of the art real infrastructure and high-performance testbed facilities, enhance the teaching experience and/or improve students learning experience, and promote their scientific work to research and education communities.

3.2.2 Technology-related audience

The technology-related audience comprises stakeholders that participate to the technology industry or research, especially those institutions that are related to the Future Internet aspects and/or operate and use FIRE-testbeds. The institutions (or individuals) in this group may be (or belong to):

- Research institutions
- Small and Medium-sized Enterprises (SMEs)
- Corporations and/or Enterprises
- FIRE-related community

The members of this group will be the main providers of the FORGE ecosystem infrastructure and technological content, therefore the main dissemination messages towards this direction, with regards to their participation to the opening of the FORGE platform, should focus on the increase of awareness about the FIRE initiative, promotion of testbed use, as well as the expansion of outreach of their technological achievements to the educational community.

3.2.3 Liaison networks

A number of different networks have been already identified and approached by the consortium and will play an active role in opening the FORGE platform. The dissemination messages addressed to these networks will be a combination of the messages intended to the aforementioned target audience.

- **FIRE network**. FORGE has strong bonds with the FIRE community and actively participates to the FIRE Dissemination Working Group (lead by the AmpliFIRE project). The FIRE network allows FORGE to reach not only potential FIRE facility providers, but also to reach the already consolidated audience and community of FIRE users. Moreover, due to FIRE networking, several actors within the technological domain may be reached, such as SMEs and other companies.
- **GRNET community**. The Greek Research and Technology Network (GRNET S.A. www.grnet.gr) is a state-owned company, operating under the auspices of the Greek Ministry of Education - General Secretariat for Research and Technology. Its mission is to provide high-quality infrastructure and services to the academic, research and educational community of Greece, and to disseminate ICT to the general public. GRNET is the National

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Research and Education Network (NREN) provider, operating the Greek Academic network, that connects more than 150 local universities and research institutions via dark fibre at speeds up to 10Gbps, and offering to the Greek Research and Education community access to the pan-European GÉANT network through 4x10Gbps links. GRNET also plays a key role at national level in the field of distributed and large-scale research infrastructures including Grid, Cloud and High Performance Computing. Therefore its community counts more than 600,000 users, most of which could be potential users of the FORGE platform.

- **GÉANT community**. GÉANT is the pan-European research and education network that interconnects Europe's National Research and Education Networks (NRENs). Through this network over 50 million users at 10,000 institutions across Europe are interconnected. Operating at speeds of up to 500Gbps, and offering unrivalled geographical coverage, GÉANT remains the most advanced research network in the world. Through extensive links with networks around the world, GÉANT also reaches 65 countries beyond Europe, putting GÉANT at the heart of the global research village.
- **CLUSTER (Consortium Linking Universities of Science and Technology for Education and Research) network**. CLUSTER represents a potential community of 3,000 professors, 11,000 academic staff, 14,000 PhD students and more than 140,000 undergraduate students.
- **GUnet (Greek Universities Network)**. GUnet was founded in September 12th 2000. GUnet has its central office in Athens and its members are all the Higher Education and Academic Institutions (20 Universities and 16 Technological Institutes). Its aims are determined by the broadband network needs and objectives of the Greek academic community in the framework of Information Society aiming at servicing research and education.
- **The IEEE P1876 Working Group**. FORGE, being a core member of IEEE's P1876 "Networked Smart Learning Objects for Online Laboratories" working group, will promote the Open Call to more than 200 group members from organizations around the globe.

3.3 Dissemination channels

The dissemination approach that will be followed within Task 6.1 will be based on the "multi-channel marketing" approach, by combining different vehicles in order to achieve the highest visibility and participation of external stakeholders to the opening of the FORGE platform. The basic principle for each channel will be to target any interested party to contribute or use the platform/portal/tools of FORGE together with FIRE facilities.

Figure 3: Task 6.1 dissemination channels

The communication channels for the dissemination of the task's objectives and the attraction of external users are divided in two main categories: the general dissemination avenues and the contact with identified, specific potential candidates.

The main dissemination vehicle will be the project's website, where all news and updates regarding the call will be announced and a constant, high quality information flow regarding the opening of the FORGE platform will be ensured. Moreover, the quarterly-issued project newsletter will always have a section dedicated to the Open Call and its results.

Next, the project will benefit from its relation to the FIRE community; hence announcements will be published at the FIRE web news, FIRE newsletter, FIRE News list, FIRE Twitter and LinkedIn group. In addition, due to the close relation and active presence in the FIRE Communication & Dissemination Group teleconference, separate announcements regarding the opening of the FORGE platform will be forwarded to more than 450 group members.

Social media will also serve as a major dissemination vehicle. News and updates will be posted to the project's social media accounts (Twitter, LinkedIn, Vimeo), as well as to all consortium members accounts, in order to share and diffuse information. We will also use the discussion forums of LinkedIn groups in the areas of eLearning and open education, such as "Technology-Enhanced Learning in Europe" (https://www.linkedin.com/groups?home=&gid=1827182) and "Education and Training on Semantic Technologies" (https://www.linkedin.com/groups?home=&gid=4917016).

Specific mailing lists will also be used to communicate the opening of the FORGE platform and will facilitate news distribution in various groups. Apart from the FIRE news list, we plan to use several targeted eLearning and open education mailing lists including the "Discussion on Open Educational Resources" list (oer-discuss@jiscmail.ac.uk), the ICORE list (International Community for Open Research and Education; http://wiki.icore-online.org/), the IMS Global list

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(http://www.imsglobal.org/). In addition, we will use the IEEE Education Society mailing list (edsoc@listserv.ieee.org); it should be noted that the IEEE Education Society website and mailing system is currently being upgraded (http://www.ewh.ieee.org/soc/es/).

A more direct means of dissemination will be the project's active presence in FIRE and education related events. A mechanism has been already set-up to collect all FORGE-relevant events (at least at a European level) for the next months in order to identify the ones that are suitable to co-locate and organize presentations, dedicated workshops or demo sessions. The FORGE tools and processes will be demonstrated there, as well as the consortium's experience on preparing the prototype courses and participants will be invited to create their own widgets and/or courses within the framework of the opening of the FORGE platform.

Specifically targeting the Research and Education community in Europe, we also plan to disseminate the opening of the FORGE platform through GRNET, the Greek National Research and Education Network, as well as the National Research and Education Networks (NRENs) participating to the GÉANT project. In particular, FORGE was presented to the members of the Policy Committee of the consortium of NRENs implementing GÉANT in Europe (NREN PC) in July 2014, as part of the agenda of a meeting dedicated to the Open Education initiatives currently under initiation in GÉANT. In that meeting, it has been decided that NRENs would like to work together on a European level in Open Education. A concrete working plan on this will commence on April 2015. GRNET will work so that FORGE can be further disseminated within that initiative.

Last but not least, all partners will work on identifying specific potential candidates through their communities. So far we have collected many interesting parties who have expressed their interest in participating in FORGE, such as FUSION and FIT projects, CISCO, the Bulgarian Research and Education Network (BREN), and several individuals working on e-learning.

It should be noted that the dissemination channels will be reviewed and new possible channels will be added to the aforementioned ones. New opportunities for collaboration with other potentially interested parties will be sought, e.g. with the European Society for Engineering Education (SEFI), in order to continuously expand the project's stakeholders.

3.4 Dissemination material

The material described in this section will be used for the effective dissemination of the opening of the FORGE platform through the dissemination channels and the various dissemination activities. The specific communication tools represent the formats, structure and presentation of the content as the results of Task 6.1 are provided to the external stakeholders to make them easily usable.

The dissemination material comprises multiple tools, each one meeting the behaviour of multiple target groups of the wider audience and is a subset of the material described in D6.3 "Updated dissemination plan" (M12). An indicative list of the different tools that are designed for attracting groups/individuals/networks interested in further use and promotion of the educational material and tools developed through the opening of the FORGE platform is presented hereafter.

- **Leaflets**: Open Call leaflets present the relevant information in a concise and visually-attractive way for the wider audience. A leaflet has already been created and will be used in conferences and workshops, where FORGE and/or the opening of its platform will be presented.

Figure 4: FORGE Open Call leaflet

- **Posters**: Different posters may be designed and will be used especially during the open call dedicated workshops/ demo sessions that will be organised in order to demonstrate FORGE tools and processes and the consortium's experience on preparing the prototype lab courses.
- **Presentations**: The opening of the FORGE platform will be disseminated in all presentations that will be given by the consortium members in the events that FORGE will participate. The extent of the details provided regarding the opening of the FORGE platform will vary depending on the nature of the event and the specific presentation. In any case, a generic slide containing the basic information has already been created and will be used.

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Figure 5: Generic Open Call slide

- **Workshops/ Demo sessions/ Tutorials**: As mentioned before, the project will announce at least 2 workshop and demo sessions, webinars or summer schools where FORGE tools and processes will be demonstrated along with the experiences on preparing the prototype lab courses. The contents of these events may be extended according to the findings and results of the process of opening the FORGE platform.
- **Newsletter and website news**: News will help external stakeholders to keep updated with the progress and the results of Task 6.1 and constitute the most flexible and dynamic communication tool. Moreover, news announcements aim to alert external stakeholders to key developments and events, as well as to diffuse achievements and highlight results and findings of the opening of the platform. News will be posted both at the Open Call page of the project website (http://ict-forge.eu/opencall/) and at the project's newsletter.
- **Videos**: A very intuitive way to attract external stakeholders is to present the desired information through a video. Given the power and appeal of audio-visual contents over documents, many people will be triggered to participate to the opening of the FORGE platform through a video. Therefore, a video will be created that will present FORGE and its objectives in a simple way, in order to make it available to potential external users. Moreover, other types of videos will be used in Task 6.1, including screencasts and tutorials that will help potential applicants with their proposals' preparation and implementation.
- **Publications**: As mentioned in D6.3 "Updated dissemination plan", several papers will be produced regarding the outcomes of FORGE. These may include papers regarding findings and results of the open call and engaging the community process.

3.5 Dissemination activities

In order to reach different target audiences and potential external users and encourage the exploitation of the project's platform and tools, FORGE will organize or participate to several activities that will contribute to the Task's successful implementation. Such activities include technical workshops and training events, as well as general dissemination events related to FIRE and education. There the consortium will disseminate the opening of the FORGE platform, demonstrate the FORGE ecosystem, tools and processes, as well as the team's experiences on preparing the prototype lab courses. In addition, external users are expected to be engaged, in order to develop and to use the FORGE products. Moreover, the consortium will provide support to the open call participants through demonstrations and tutorials regarding the manipulation of FORGE tools and processes, especially during technical workshops and training events. Finally, it is expected that the consortium will receive valuable feedback for the improvement of the project's methodology and tools.

The following table summarizes the dissemination activities that have been conducted, scheduled or planned in relation to Task 6.1.

Table 1: Task 6.1 dissemination activities

Venue	Type	Date	Audience	Comments
Future Internet Opportunities for Innovative European SMEs workshop	Presentation of "FIRE in a Book: Supporting training and education through FIRE"	London - United Kingdom - 9 March 2015	SMEs	Organised by FUSION and AmpliFIRE
IEEE Global Engineering Education Conference (EDUCON) 2015	Paper presentation about "Virtualizing testbed resources to enable remote experimentation in online telecommunications education"	Tallinn - Estonia - 18-20 March 2015	Education and engineering	
2nd CI-FIRE Industry Workshop "Future Internet testing – Opportunities for European Business"	Two presentations about: "FIRE Experimental Methodologies" & "Facilitating a Healthy Ecosystem for Test Beds with Global Outreach"	Brussels - Belgium - 24 March 2015	FIRE	Organised by CI-FIRE with co-hosts FUSION, AmpliFIRE and FanTaaStic (EIT ICT Labs)
Net Futures 2015 Perfect Pitch Panel	Demo / Presentation of project's results	Brussels - Belgium - 25 March 2015	FIRE	In the framework of the Net Futures conference
Experiment@International Conference 2015 (exp.at'15)	Paper presentation about "Online Learning and Experimentation via Interactive Learning Resources"	Ponta Delgada - Azores (Portugal) - 2-4 June 2015	Education and engineering	

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Venue	Type	Date	Audience	Comments
International Conference on Interactive Collaborative Learning (ICL 2015)	Tutorial (planned)	Florence - Italy, 20-24 September 2015	Education and engineering	
FIE 2015 (IEEE Frontiers in Education)	Paper presentation about "Assessing the impact of remote hands-on experimentation on engineering students" (submitted)	El Paso (TX) - 21-24 October 2015	Education and engineering	
EC-TEL conference 2015	Paper presentation (planned)	to be announced	Technology-Enhanced Learning	
BREN annual meeting	Presentation (planned)	Sofia - Bulgaria - to be announced	NREN	

4 Exploitation plan for Task 6.1

The goal of exploitation is to ensure the use and dissemination of the knowledge generated through the opening of the FORGE platform. In addition, the exploitation plan should lead to the demonstration of the added value of engaging external stakeholders and promote further developments that will be based upon the initial results of this process. Moreover, the exploitation plan should build the foundations of the sustainability of the task's outcomes and the project in general. It should be noted that the exploitation plan will be continuously updated and revised at the end of the project in D6.9 "Revised exploitation plan: (M36), after receiving valuable input and results from the opening of the platform.

4.1 Exploitation objects

The elements that will be subject to exploitation within Task 6.1 (and after its completion) will be the architectures, software, methodologies and other public results of the project for courses given to students and other learners. More specifically, the objects that have the potential to demonstrate the added value of Task 6.1 and the project in general and could have further applications through the opening of the FORGE platform are:

- **FORGEBox**: FORGEBox is the component that interconnects learning interactive content with FIRE resources. It comprises a set of services that will provide and host for example the interactive content of widgets, and interface with the FIRE resources via well-known FIRE APIs or with the Fed4FIRE portal. LMSs, eBooks and any future element that wishes to consume FORGE content, will need to discover reference points of widgets and Lab Courses descriptions. FORGEBox instantiations can provide the host of such interactive content.
- **FORGEStore**: FORGEStore is a marketplace for the users' FORGEBox installation. The repository contains shared widgets, FORGEBox services, FIRE adapters and shared interactive courses. All items are developed by the FORGE team members as well as external stakeholders that are interested to create and share learning material for FIRE experimentation.
- **Widget**: A widget is a micro-application performing a dedicated task. FORGE and/or external stakeholders develop a number of widgets that will expose FIRE facilities to learners and educators. These widgets function as standalone learning applications that will be embedded inside interactive courses.
- **FIRE Adapter/ Service**: A FORGEBox service or FIRE Adapter enables a widget to communicate with the FIRE facilities with the functionality that is required for usage in an eLearning context.
- **Course**: A FORGE course is a self-study learning pathway that leads to achieving certain learning outcomes. Most commonly, the learners will study the course at their own pace, since there is no predefined start or end time. Most of the exploitation objects within Task 6.1 are expected to belong to this category, since most of the external stakeholders are expected to be interested in creating new or complement existing experiment-driven courses.

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4.2 Common exploitation strategy

The exploitation plan will focus on enhancing the project partners' profile and reputation, as well as extending and updating their course programmes. More specifically, universities will use FORGE results as the basis of further research beyond the scope and lifetime of the project, strengthening their research work and achieving publications to international conferences, workshops and scientific publications. The partners plan to use architectures, software, methodologies and other public results of the opening of the platform and the project in general for courses given to students and other learners. It is also expected that the experimental platforms contributed in the project will be used to support learning activities and further participation in future research and experimentation projects. Furthermore, since many of the academic partners already maintain and advance small-, or even larger-, scale experimentation facilities, their involvement to the opening of the FORGE platform will allow them to enrich their testbeds with new functionalities. Moreover, it is possible that the knowledge and experience acquired through involvement with FORGE will help in the formation of spin-off companies for commercial exploitation of specific results.

In addition, based on the results from the community interest and participation to the opening of the FORGE platform, more options regarding exploitation may rise. For example, new courses that will be developed by external stakeholders may be based on previous ones or comprise one or more widgets or services that have already been developed by other (internal or external) stakeholders. All learning materials and technical outcomes will reside inside the FORGE ecosystem and will be promoted within the stakeholders' institutions as innovative elements that support their educational purposes or technological challenges. These elements will reach hundreds of educators, learners, developers and facility providers.

4.3 Exploitation plans per partner

4.3.1 OU

The Open University will exploit the results of the Open Call in a number of ways. First of all, it will exploit its existing network of collaborators and will build on top of its existing partnerships with educational institutions and other organisations in order to bring them on board the Open Call and introduce them to the eLearning solutions available by FORGE. Additionally, the OU will establish new collaborations and partnerships with educational institutions and other organisations specifically in order to introduce them to FORGE and the Open Call. Finally, the OU will exploit the learning materials and courses developed in the context of the Open Call by exploring their potential for integration with its own curriculum, after evaluating and adapting them to fit the purposes of the OU curriculum.

4.3.2 University of Patras

UoP expects to exploit the produced material produced by the Open Call by exploring possibilities of integrating parts of them into its own curriculum by different departments of the University (e.g. the Electrical and Computing Engineering, the Educational Sciences, etc.). Towards this direction, UoP will try to adapt the courses or in certain cases even translate them in Greek in order to deploy them to our students. Moreover, the technology implemented by UoP for FORGE, widgets and FIRE adapters, will be enhanced and refactored supporting a number of new requirements. We expect this new potential to attract new researchers and students of the University to the FIRE ecosystem.

4.3.3 iMinds

The results of opening the FORGE platform will be exploited by iMinds in multiple ways. First, the courses that were created within the context of the Open Call and which are using any of the iMinds FIRE facilities (e.g. Virtual Wall, w-iLab.t Zwijnaarde etc.) will serve as promotional examples to show what iMinds' facilities are capable of. Whilst these courses may only use a (small) subset of the functionalities of iMinds' facilities, they may raise new ideas amongst existing users of iMinds' facilities, both educators and researchers. Furthermore, they may attract researchers or educators who could benefit from iMinds' facilities ("Experimentation as a Service") but were currently not using these or were even unaware of their existence. Secondly, the FIRE adapters and widgets that were created with iMinds' support for these courses can be reused in future FORGE-enabled courses which iMinds or its partners intend to create for academic or industry purposes. Thirdly, if the content of the courses fits the curricula of the different academic partners of iMinds (e.g. Ghent University), they could be (adapted and) reused within these curricula, in consultation with the course owner.

4.3.4 GRNET

GRNET will exploit Task 6.1 results through the shaping of novel service offerings to the Greek Academic community. GRNET is currently designing and delivering its advanced network and computational services including user-controlled software-defined networking, cloud services for its 600K (approx.) users and a Science 2.0 environment. Task 6.1 outcomes, namely new contributions to the FORGE courses, widgets and tools library, will be promoted to the Greek universities and research institutions and their user community, by exposing FIRE facilities for eLearning to the GRNET user community while utilizing GRNET's advanced network and computational capabilities for access and hosting of the lab course environments.

In addition, GRNET will try to establish liaisons and promote the outcomes of the opening of the platform to SMEs or other companies that use FIRE facilities to perform their research activities, in order to exploit the FORGE tools and platform to create new courses for their needs. These courses may be used to present their work to universities or other educational institutions or even inside their company for educational purposes.

4.3.5 UPMC

UPMC will exploit the results of the Open call in several different ways. Firstly, UPMC will evaluate a plan to exploit the material resulting from the Open Call, potentially annexing it and integrating it into the university's existing curriculum. In this case, the courses will be translated into French, to make it more comprehensible and reachable to local students. In addition to this, courses that were designed specifically for use of the UPMC's FIRE testbed, PlanetLab Europe, will also open up ways to demonstrate to teachers, students and researchers the capabilities of UPMC's platform. As a result, this will help increase the usage of the platform by expanding the user base of the testbed on a large scale. This in turn will also lead to an increase in the number and quality of research and innovation on UPMC's facility.

4.3.6 Trinity College Dublin

TCD will leverage the new partnerships that the Open Call will enable by expanding their academic network and most important: by reusing the new contributions provided by the new partners in the

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TCD curricula, in particular in the 5C2 - wireless networks and communications module of the Master programme of the School of Engineering. Moreover, TCD will promote the new content, material and tools developed through the Open Call action among the CLUSTER consortium members, which TCD is part of; thus reinforcing TCD's contribution to the CLUSTER network.

4.3.7 NICTA

NICTA will use the results of Task 6.1 by disseminating them to our numerous partners Universities and by pushing them into their own curriculum if possible. This will be accomplished thanks to the tight collaboration with these Universities through the NICTA University Collaboration Agreement. Furthermore, outcomes of the Task 6.1 will also be used to refine the various tools, such as LabWiki, OMF, and OML, NICTA is developing. We expect these new results to attract new researchers and students from our partner universities to the FIRE ecosystem.

5 Conclusions

In order to achieve these objectives it is of high importance to open up the project's platform, processes, methodology and tools to receive contributions and feedback from the community.

Within Task 6.1 "Opening the FORGE platform, engaging and supporting the community" an Open Call will be launched, which will be addressed to volunteers from the learning community and elsewhere who want to exploit FIRE facilities for educational purposes and contribute to the FORGE ecosystem. The present deliverable provides an overview of the process of opening up the FORGE platform, and presents the relevant dissemination and exploitation plan.

Within this task, external stakeholders will implement experiment-driven courses using FIRE facilities throughout the second half of the project, either by using the FORGE platform, or by using FORGE widgets within their educational platform. The consortium will provide support to the external users in order to enable the implementation of their courses, by implementing requested widgets, FIRE adapters and APIs or by providing assistance to external users so that they implement them. Several improvements to the FORGE tools and methods are expected from the external users' feedback and 'lessons learnt' based upon the external courses by opening the platform.

Through the implementation of the foreseen dissemination strategy for opening the FORGE platform, external stakeholders will be engaged to the project and its objectives and new collaborations will be sought in order to broaden the scope and usage of FORGE utilities and to contribute to the development of an open FORGE community and an ecosystem for introducing the eLearning community to the FIRE experimental facilities, where educational resources, collaborative tools and proposed experiments are offered and contributed for free.

Finally, through the implementation of the exploitation plan of opening the FORGE platform, the sustainability of the FORGE ecosystem will be reinforced and the added value of engaging external stakeholders will be widely demonstrated.

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APPENDICES

Appendix A - *Application Form*

FORGE Open Call Application Form

Note: The application form has to be completed in Arial pt. 11 and single line spacing. The lay-out, font type, spacing or titles should not be modified. An indication of the maximum expected page length is given for each section in the proposal template. The Word version of the application form can be downloaded from the FORGE website (http://www.ict-forge.eu). The proposal must be submitted as a single file in PDF format.

Part A: Administrative Information

Your Proposal	
Proposal Title:	
Date of preparation of your proposal:	

Contact Information	
Name of responsible person:	
Email:	
Telephone number:	

Your Organization(s)	
General information:	
Organization 1, Name:	
Organization 1, Address:	
Organization 1, Type[2]:	
Organization 2, Name:	
Organization 2, Address:	
Organization 2, Type:	
Organization 3, Name:	
Organization 3, Address:	
Organization 3, Type:	

(Add lines as appropriate, if necessary)

[2] Non-Profit Organisation, Public Body, Research Organisation, Higher or Secondary education Establishment, SME, individual, etc.

Profile & expertise of proposers:

(1/2 page for each organization)

Organization 1:
Organization 2:
Organization 3:

(Add lines as appropriate, if necessary)

Part B: Description of Work

Course Description
Concept, motivation and objectives: *(up to 1 page max.)* *Please give a short description of the course's concept. What does the course aim to present to the students (e.g. networking basics, wireless LAN connectivity, flow control protocols, LTE, other)? What is the learning outcome of the course?* *Explain the motivation for using the FORGE facilities. How can FORGE help you in the implementation and dissemination of your course?*
Course specification: *(up to 2 pages max.)* *Please give a more detailed description of the course's content. What is the course about? What is its proposed structure? What interactive elements do you foresee to include in the course? What is the duration of the course? What medium can be used to run the course (tablet, website, smartphone, learning management system etc.)?* *What is the proposed duration for the development of the course? (Please note that your project should plan to start after beginning of May 2015 and finish no later than September 2016).*

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Use of FIRE / FORGE facilities:

(1/2 page max.)

(Optional – please contact us for any clarifications)

Why is the use of FIRE facilities necessary for the implementation of the course and to what extent? Which FIRE facility will be used and in which manner? Which widgets (FORGE deliverable D3.1, available at: http://ict-forge.eu/wp-content/uploads/2015/02/FORGE-2014-P-D311-Final.pdf) and FIRE adapters (FORGE deliverable D2.1, available at: http://ict-forge.eu/wp-content/uploads/2015/02/FORGE-2014-P-D21-Final.pdf) will be used? How are they tied together? Does this proposal involve development of new widgets and/ or FIRE adapters that can be integrated with the FORGE platform?

Please describe the technical specifications of the course (e.g. estimated volume of users, computing/storage requirements etc.). How many resources will be needed (e.g. number of nodes in an individual testbed)? What is the estimated workload imposed upon the FORGE infrastructure/components?

Please note that the support that will be provided to a successful proposal by the FORGE team will be based on the information included in this proposal. Please note that the support will be limited by the FORGE resources available and the amount of support required will be co-estimated as part of the implementation feasibility criterion during the selection of proposals.

Expected outcome and evaluation of impact

Outcome:

(up to 1 page max)

How will the course create value to your organization or your community in general? What is your interest in creating and running the proposed course?

(Where applicable) How does the proposed course fit into your institutional strategy? Is the proposed course part of a course that is already running in your organization or is planned to be included in your organization's curriculum?

(Where applicable) Describe the measures you propose for the dissemination and/or exploitation of the proposed course. How many and what type of students are expected to be engaged? When will the proposed course be running (e.g. after its development, within the following semesters/ years, etc.)? Please provide a time plan, if possible. Are other institutions outside your organization expected to be using the material that will be developed within the proposed course?

Evaluation (optional): (optional)

Describe the KPIs you propose for evaluating achievement of the expected outcome.

Additional information (optional)
(up to 1 page max) *Provide any additional information about the proposed course.*

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Appendix B - *Draft Memorandum of Understanding*

FORGE Open Call

Memorandum of Understanding

Contributor's Details:

Full name of Contributor

(i.e. the legal entity[3]):

Registered Address[4]:

Company Number

(or equivalent)[5]:

1) BACKGROUND

This Memorandum of Understanding ("MoU") is entered into between the Contributor and the Open University and governs the Contributor's access to, and use of, certain services, facilities and other materials that may be made available to the Contributor from time to time in relation to the FORGE Project.

2) DEFINITIONS

For the purposes of this MoU, the following words shall have the following meanings:

"Contributor"	Means the person or organisation identified above as the contributor.
"Open University" or "OU"	Means the Open University, a body incorporated by Royal Charter (number RC 000391), an exempt Charity in England and Wales and a registered charity in Scotland (No. SC038302); and with its address at Walton Hall, Milton Keynes, MK7 6AA, Buckinghamshire, United Kingdom.
"FORGE Project"	Means the project known as "Forging Online Education through FIRE" or "FORGE", being carried out by a number of consortium partners, including the Open University.
"Platform"	Means the FORGE facilities as a whole, including the project's methodology and individual tools and courses developed by the

[3] Note: If this MoU is being entered into by an individual in his/her personal capacity (i.e. not by an organisation), then the individual's full name should be included here.

[4] Note: If this MoU is being entered into by an individual in his/her personal capacity (i.e. not by an organisation), then the individual's home address should be included here.

[5] Note: This is not applicable if this MoU is being entered into by an individual in their personal capacity.

	project, which are described in detail at the FORGE website (see: http://ict-forge.eu/).
"Project Partner(s)"	Means any or all of the consortium participants who have contributed to the FORGE Project.
"Software"	Means the Software widgets made available from time to time by the OU at http://www.forgebox.eu/ or such other address as the OU may specify, together with any other software or software tools that might be made available to the Contributor by or on behalf the OU in connection with the FORGE Project.
"Support"	Means the Support Services as described in Clause (3) of this MoU.

3) ACCESS TO SUPPORT SERVICES, SUPPORT MATERIALS & SOFTWARE

a) *Support Materials.* The OU will make reasonable efforts to provide the Contributor with access to certain support materials from time to time within a living online resource (http://ict-forge.eu/opencall/), including without limitation user guides, 'how-to' guides, FAQ's and templates. It is expected that, if the Contributor has any problem or question, the Contributor will first refer to this on-line resource before contacting the OU with an email support query.

b) *Support Services.* The OU will use reasonable efforts to operate an email support service through the following address: opencall@ict-forge.eu, whereby it will accept questions from Contributors and will refer those questions to the appropriate Project Partner for an answer or resolution. The OU will use reasonable efforts to ensure that any problem is resolved, and that resolution is achieved within a reasonable time-frame, but as this is an academic research project, the OU makes no warranty that any questions will be answered within any particular time frame, or that problems can or will be resolved at all.

c) *Software and Platform.* The OU may, from time to time, make certain Software and/or the Platform available to the Contributor (for example through http://www.forgestore.eu for widgets or http://www.forgebox.eu/staging/ for methodology guides etc.). The Contributor acknowledges that certain Software or Platform modules may be subject to additional licence terms and conditions ("Licence Terms"). In particular, such Licence Terms may include:

   i) certain open-source licences and/or other third party licence terms; and

   ii) other terms governing the use and operational requirements of the Software and Platform.

The OU will make any additional Licence Terms available to the Contributor prior to the Contributor using and/or installing relevant software modules and the Contributor hereby agrees to comply with any such additional Licence Terms, in addition to the provisions of this Agreement.

4) OWNERSHIP OF MATERIALS

a) *IP Ownership.* Nothing in this MoU affects the ownership of any intellectual property. Accordingly:

   i) ownership of all software and materials provided or made available by the OU, or Project Partner to the Contributor will, as between the Parties, remain with the OU; and

   ii) ownership of all software and materials generated by the Contributor will, as between the Parties, belong to the Contributor.

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b) *Acknowledgement.* The Contributor agrees that any software and/or materials that are generated using the materials, support services or software provided to the Contributor under this MoU will acknowledge that such software and/or materials have been "built using EU-funded FORGE technologies" as described in more detail at the webpage http://ict-forge.eu/.

c) *Activities.* The Contributor shall not:

i) perform any activity that results in the compromise of the security or integrity of any sites, networks connected to the Platform or individual FIRE facilities; and/or

ii) include in the proposed course any material containing insults, defamation, racial hatred, revisionism or unauthorised intellectual property, commercial activities or products

5) WARRANTIES & DISCLAIMERS

a) The Contributor hereby acknowledges that all software, support materials, Support services and any other information, materials, services or advice that may be made available from time to time by the OU in connection with the Project (together, the "Services and Materials") are all provided free of charge and that, accordingly, the Contributor agrees that all such Services and Materials are provided "as is" and that the OU does not make any representation or give any warranty that any of the Services and Materials will be fit for purpose, free from defects, or that the content or use of any such Services and Materials will not constitute or result in any infringement of third-party rights.

b) The express undertakings and warranties given by the Parties in this MoU are in lieu of all other warranties, conditions, terms, undertakings and obligations, whether express or implied by statute, common law, custom, trade usage, course of dealing or in any other way. All of these are excluded to the fullest extent permitted by law.

6) LIABILITY

a) The OU's liability under or in connection with this MoU, whether arising in contract, tort (including negligence), breach of statutory duty or arising in any other way:

i) will not exceed in aggregate, the sum of five thousand pounds sterling (£5,000 GBP); and

ii) will not extend to (1) any indirect damages or losses; or (2) to any loss of profits, loss of revenue, loss of data, loss of contracts or opportunity, whether direct or indirect.

b) Notwithstanding anything other provision in this MoU, nothing in this MoU limits or excludes a Party's liability for:

i) death or personal injury caused by negligence; or

ii) any fraud or for any sort of liability that, by law, cannot be limited or excluded.

7) GENERAL

a) This MoU shall commence on the date of signature by both parties and shall continue in force until [insert date].

b) This MoU is governed by, and is to be construed in accordance with, English law. The English Courts will have exclusive jurisdiction to deal with any dispute which has arisen or may arise out of, or in connection with, this MoU, except that either party may bring proceedings for an injunction in any jurisdiction.

c) This MoU constitutes the entire agreement between the parties relating to its subject matter. Each party acknowledges that it has not entered into this MoU on the basis of any warranty, representation, statement, agreement or undertaking except those expressly set out in this Agreement.

AGREED

For and on behalf of	By / For and on behalf of
The Open University	**The Contributor**
_____	_____
Signature	Signature
_____	_____
Print Name	Print Name
_____	_____
Title	Title
_____	_____
Date	Date

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Appendix C - *List of Acronyms*

API	*Application Programming Interface*
EC	*European Commission*
FAQ	*Frequently Asked Questions*
FIRE	*Future Internet Research and Experimentation*
ICT	*Information and communications technology*
IEEE	*Institute of Electrical and Electronics Engineers*
LMS	*Learning Management System*
MoU	*Memorandum of Understanding*
Mx	*Month x of the project's timeplan*
NREN	*National Research and Education Network*
NREN PC	*National Research and Education Network Consortium Policy Committee*
SMEs	*Small and Medium-sized Enterprises*
WPx	*Work Package x of the project*