



MAXSIMA

(Contract Number: 323312)

Deliverable D1.6 Report on the access to the website and information collected

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PU	Public	X
RE	Restricted to a group specified by the partners of the MAXSIMA project	
CO	Confidential, only for partners of the MAXSIMA project	

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(Contract Number: 323312)

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MAXSIMA

Methodology, Analysis and eXperiments for the "Safety In MYRRHA Assessment"

EC project officer: Mykola DŽUBINSKÝ

Workpackage N°:	1	Task N°:	-
MAXSIMA Identification:	D1.6	Revision:	0



↳ Short description of revision: /

Summary: This is a concise report on how the website was set up by the coordinator and used by both coordinator and the project beneficiaries.

Title:

Report on the access to the website and information collected

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DATE	<i>Author</i> Marc Schyns SCK•CEN	<i>Task leader</i> Name/Company Signature	<i>WP leader</i> Name/Company Signature	<i>Coordinator</i> Marc Schyns SCK•CEN

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Report on the access to the website and information collected

1. Introduction

A website was set up for the MAXSIMA partners (<http://maxsima.sckcen.be/>) at the beginning of the project in 2012. The principal goal of this website was to become an effective communication platform for the consortium members.

2. Structure

The website is set up in two areas: a public area and a restricted area.

2.1. Public Area

The public area displays five folders that can be accessed by the consortium members and the general public

Home | Privacy Statement | Contact | Members login | Enter a search term

MAXSIMA

Methodology, Analysis and eXperiments for the "Safety In MYRRHA Assessment"

Home | About MAXSIMA | Partnership | Workpackages | Public Deliverables

MAXSIMA

Type of funding scheme:
Collaborative Project

Work programme topics addressed:
Activity/Area: II.2.2.3: Reactor Systems/
Cross-cutting aspects for nuclear systems

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Funding:
The MAXSIMA project has received funding from the European Atomic Energy Community's 7th Framework Programme (FP7-Fission-2012) under grant agreement [No. 323312](#)

Project start date: **November 1, 2012** - End: **October 31, 2018**

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- **Home**

At the public home page, some general information is shared, for instance the name of the coordinator, the type of funding, the work programme and topics addressed and last but not least the mention of the EC funding of the project.

Home About MAXSIMA Partnership Workpackages Public Deliverables

MAXSIMA

Type of funding scheme: Collaborative Project	Coordinating person: Marc Schyns Advanced Nuclear Systems Institute SCK•CEN Boeretang 200 2400 MOL Belgium Tel: +32 14 33 34 41 Email: marc.schyns@sckcen.be	Funding: The MAXSIMA project has received funding from the European Atomic Energy Community's 7th Framework Programme (FP7-Fission-2012) under grant agreement No. 323312
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Project start date: **November 1, 2012** - End: **October 31, 2018**

- **About MAXSIMA**

Members of the public visiting the website can find the scope of the MAXSIMA project here.

- **Partnership**

The partnership consists firstly of the 13 project beneficiaries and secondly of an External Technical Advisory Committee (ETAC), composed by members of industry, academic, national and international organizations and independent experts for scientific aspects and was set up as a consultative body.



Project beneficiaries from 12 European countries Belgium, Germany, Italy, Netherlands, Romania, Spain, Sweden and one third country from Central Asia, Kazakhstan.

- **Work Packages**

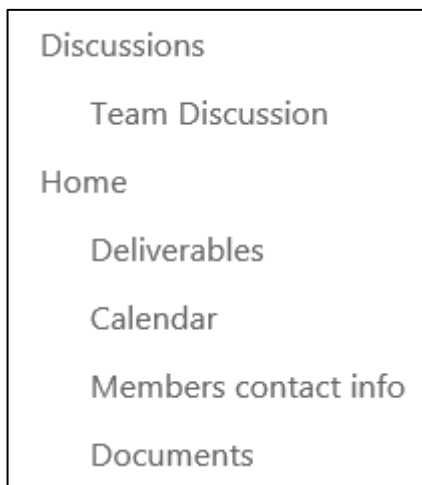
All seven work packages are listed here, each mentioning their objectives.

- **Public deliverables**

All public deliverables are listed here. For MAXSIMA, these are deliverables from Work Package 1 'Consortium Management' and Work Package 7 'Education and Training'.

2.2. Restricted area

The restricted area on the other hand was only accessible to the consortium users using a members login and individually allocated password.



- **Discussions**

The **Team discussion** page was not found useful by the members. The purpose was to help prevent overloaded mail boxes. At SCK•CEN, this platform was somehow sidelined because of the use of the central document management platform Alexandria. This management platform supported online document editing, included features like versioning and workflows.

In the Work Packages, the communication was mostly done by email and orally on review meetings and specific Work Package meetings.

- **Home**

At the **Home page**, four main folders were set up:

- Deliverables
- Calendar
- Members contact info
- Documents

All **Deliverables** – once submitted to the EC - are listed and can be accessed here.

The **Calendar** exhibits events taken place in the MAXSIMA community e.g. meetings and workshops.

The **Members contact** info lists the consortium members as known by the coordinator project office.

The folder **Documents** holds another set of subfolders: the general ones are the Description of Work, the Grant Agreement, Grand Agreement Amendment and Information letters and the Consortium Agreement.











The subfolder meetings lists all meetings that were held during the project's lifetime and includes the agenda, presentations and minutes of each meeting.

The subfolder EC Reporting contains the reports submitted to the EC with regard to the four reporting periods and communication letters from the EC following the submission of the technical reports and financial statements.

Dissemination lists the publications that were written by the partners during the MAXSIMA project lifetime.

The subfolder Documents also holds other data such as the templates of the meeting minutes. Since these are official record of the project's progress and are thus often referred back to many months afterwards. By drawing up a template and defining the lay-out, we enhanced the visual identity of the project.

Schematic view of the Subfolders:

-  FP7 MAXSIMA – ANNEX I – Description of Work
-  FP7 MAXSIMA – Grant Agreement
-  FP7 MAXSIMA – Grant Agreement Amendments and Information letters
-  FP7 MAXSIMA – Consortium Agreement
-  FP7 MAXSIMA – Meetings
-  FP7 MAXSIMA – EC Reporting
-  FP7 MAXSIMA – Dissemination
-  FP7 MAXSIMA – Non-contractual reports
-  FP7 MAXSIMA – Templates for deliverables
-  FP7 MAXSIMA – Templates for meeting minutes

The **Documents** folder's use for storing and exchanging draft documents was used in a much lesser way.

3. Navigating the website

Navigating through the MAXSIMA website was quite easy for anyone visiting the website, to find the information they needed by using the navigation tools. No complaints or recurring questions were registered.