WP2: Communications

ASSEMBLE Plus GA, Galway, Ireland

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### Tasks

<table>
<thead>
<tr>
<th>No</th>
<th>Task Title</th>
<th>Lead Partner</th>
<th>Deliverables</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>Scientific Coordination Leader</td>
<td>UPMC</td>
<td>D2.1 (M1, 12, 24, 36, 48); D2.6 (M48)</td>
</tr>
<tr>
<td>2.2</td>
<td>Administrative Management Leader</td>
<td>UPMC</td>
<td>D2.2 (M3)</td>
</tr>
<tr>
<td>2.3</td>
<td>Internal Communication Leader</td>
<td>UPMC (assisted by AquaTT)</td>
<td>D2.3 (M3)</td>
</tr>
<tr>
<td>2.4</td>
<td>External Dissemination and exploitation activities</td>
<td>AquaTT</td>
<td>D2.4 (M12); D2.5 (M12)</td>
</tr>
<tr>
<td>2.5</td>
<td>Management of TA and VA activities</td>
<td>UPMC</td>
<td>D2.6 (M12), D2.7 (M24), D2.8 (M36), D2.9 (M48)</td>
</tr>
</tbody>
</table>
Task 2.3

Internal Communication Lead

(Sorbonne Universités, AquaTT)
Task 2.3: Internal Communication Lead (UPMC, AquaTT)

Deliverable: D2.4 (M3) Communication and dissemination plan

1. Management of internal communication of the project objectives, partnership, expected impacts, outputs and results of the project
2. Facilitation of communication flow of project partners
3. Development and updating of plan for internal communication
Task 2.3

**AquaTT**

- To set-up **Basecamp**, and provide user guide to partnership
- To develop and implement **Communication and Dissemination Plan** (D2.4), later referred to as Dissemination and Exploitation Plan (DEP) by M3 (including external communications)
- To develop **branded collateral for partners to use** to include a logo, presentation/deliverable templates, pull-up stand, and factsheet

**UPMC**

- To manage contact list of partners and make most up-to-date version available on Basecamp
- To manage Basecamp account – check/prompt task progress, upload of deliverables, and version control (e.g. contact list)
- To ensure regular updates of results are provided by WP leaders on a bi-annual basis (via a simple template)
Task 2.3

• Basecamp (ongoing)
Task 2.3

- Communication and Dissemination Plan D2.4 by M3
Task 2.3

- Branded collateral: logo, templates, pull-up stand, factsheet
Task 2.3

• **Merchandise** pens, notepads, folders
Task 2.4
External dissemination and exploitation activities
(AquaTT)
Task 2.4

Task 2.4: External dissemination and exploitation activities (AquaTT)

Deliverable: D2.5 (M12) Project website and video

1. Manage external communication, outreach and dissemination of the objectives, partnership, expected impacts, outputs and results of the project

2. Implementation of public relations and outreach activities

3. Develop and update a detailed plan for external communication, dissemination and outreach, aiming to build a large and responsive community of stakeholders for the uptake of the project’s output and participating the networking activities
Task 2.4

• To implement **Communication and Dissemination Plan/ DEP** (D2.4) for external communication

• Develop **press releases and news articles** based on results highlighted by WP leaders, including event promotion

• Maintain a **stakeholder database**

• Engage with a community of stakeholders using **social media**

• Update **external-facing website** pages

• Produce **five e-newsletters** (M6, 13, 25, 37, 49) and a **project video** (D2.5) due in M12

**VLiZ** will develop the ASSEMBLE Plus web portal, which will include a “one-stop shop” for information and TA applications to marine stations of the consortium *(design based on branding guidelines).*
Task 2.4

• Press releases and news articles
Task 2.4

- **Stakeholder database** (ongoing)
- **Social media** (ongoing)
Task 2.4

- **Website** (D2.5) due in M12

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Task 2.4

• Five e-newsletters (M6, 13, 25, 37, 49)
Task 2.4

• **Project video** (D2.5) due in M12
Thank You

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