DELIVERABLE REPORT

DELIVERABLE №: D7.2
DISSEMINATION LEVEL: PUBLIC
TITLE: PROJECT TEMPLATES FOR REPORTS, PRESENTATIONS AND LOGO, INCLUDING DISSEMINATION DATABASE WITH RELEVANT STAKEHOLDERS, INTEREST GROUPS AND THEIR CONTACT DETAILS
DATE: 23/01/2014
VERSION: FINAL
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GRANT AGREEMENT №: 605170
PROJECT TYPE: THEME 7 TRANSPORT – SST GC.SST.2012.1-5: INTEGRATION AND OPTIMISATION OF RANGE EXTENDERS ON ELECTRIC VEHICLES
PROJECT ACRONYM: TRANSFORMERS
PROJECT TITLE: CONFIGURABLE AND ADAPTABLE TRUCKS AND TRAILERS FOR OPTIMAL TRANSPORT EFFICIENCY
PROJECT START DATE: 01/09/2013
PROJECT WEBSITE: WWW.TRANSFORMERS-PROJECT.EU
COORDINATION: VOLVO (SE)
PROJECT MANAGEMENT: UNIRESEARCH (NL)
Executive summary

To be able to execute the dissemination plan, a complete set of dissemination tools are needed. In this deliverable a description will be given on the developed and used dissemination tools, including the realisation of it. Part of the dissemination plan is the public website, this is described in Deliverable D7.1.

The project templates are created based on the TRANSFORMERS project logo and color scheme. The following templates are available:

- Project Meeting Agenda
- Project Meeting Minutes
- Project Deliverables
- Project Presentations

The templates will be used for all kind of communication within and outside the consortium.
## Contents

1. Dissemination ................................................................. 4  
   1.1 Dissemination strategy .................................................. 4  
   1.2 Dissemination plan ...................................................... 4  
2. Dissemination tools ........................................................... 5  
   2.1 Dissemination database .................................................. 5  
      2.1.1 Initial setup of Dissemination database .......................... 5  
      2.1.2 Registration via website .......................................... 5  
   2.2 Document templates ..................................................... 6  
      2.2.1 Project meeting Agenda Template ................................ 6  
      2.2.2 Project meeting minutes template ............................... 6  
      2.2.3 Deliverable report Templates ................................... 7  
      2.2.4 Project Presentation Templates .................................. 9  
   2.3 Project logo ............................................................... 9  
   2.4 Public website (D7.1) .................................................... 9  
   2.5 Flyer (D7.3) .................................................................. 11  
   2.6 Newsletter (D7.4 – D7.6) .................................................. 12  
3. External Dissemination actions ................................................. 13  
   3.1 Stakeholders and general dissemination workshops (D7.7) ....... 13  
   3.2 Technical publications and project presentations (D7.8) .......... 13  
4. Links with other projects & European Initiatives ........................ 14  
   4.1 Foreseen interactions with research projects ......................... 14  
   4.2 Interactions with projects on the public website ................... 15  
5. Acknowledgment .................................................................. 16
1 Dissemination

To be able to execute the dissemination plan, which is described in the Description of Work (WP7 and section B3.2), a complete set of tools are needed. In this chapter a description will be given on the developed and used dissemination tools, including the realisation of it.

1.1 Dissemination strategy

The dissemination plan as described in the original Description of Work is partly repeated here below.

Uniresearch shall act as dissemination leader, though all consortium members will actively contribute in the dissemination process.

The dissemination strategy is as follows:

1. To disseminate the knowledge – after protection of intellectual property – to the international transport community and beyond;
   Virtually all partners are directly or indirectly members of ERTRAC, the European Technology Platform (ETP) for Road Transport recognized and supported by the European Commission. Volvo, DAF and Daimler are members of EUCAR, the European Council for Automotive R&D in which all major European vehicle manufacturers are involved.
   Bosch is a.o. a member of CLEPA, the European Association or Automotive Suppliers.
   Fraunhofer Gesellschaft, IFSTTAR, FEHRL, TNO and Vf are members of EARTO.
   Fraunhofer LBF, TNO and Vf are members of EARPA. Vf is member of Artemis as well.
   The International Road Transport Union is world road transport organisation, which upholds the interests of bus, coach, taxi and truck operators to ensure economic growth and prosperity via the sustainable mobility of people and goods by road worldwide.
   Many consortium partners have relationships with chief scientific advisors, ministers and key influential people and are active in lobbying (inter)national governments for advancements in sustainable transport and logistics;
2. To interact with international partnerships and counterparts. The latter amongst others through the IRU and the Advisory Board;
3. To create adoption and positive public opinion through the utilization of social media. This becomes relevant in the project’s follow-up phase: Demonstration and market introduction.

1.2 Dissemination plan

The main objective of the Dissemination WP is to establish an appropriate and effective communication of the project results to relevant stakeholders and the automotive community in general. Sharing of results is essential to ensure that project outcomes will be used by European and international industrial organisations and will lead to standards. Stakeholder workshops will be organised at the end of the project. In addition, various common strategies will be used to disseminate the project results beyond the consortium: publications in scientific journals, branch magazines, press messages, trade journals and presentations at (international and national) scientific conferences, industrial exhibitions and seminars. Also, a project specific public website will be launched, for the dissemination of the project results.
2 Dissemination tools

2.1 Dissemination database

2.1.1 Initial setup of Dissemination database

A dissemination database is created with ongoing completion with contact databases from the consortium partners. We have clustered the database in the following categories: Truck Manufacturers, Trailer Manufacturers, End Users, Suppliers, Research Institutes and Others. This grouping allows for dedicated mailings to the various groups. The database is used for the distribution of the flyer, the newsletter, publications, announcements and invitations for the public workshop. This report will shortly describe what is in the actual database, however the database itself is confidential and will not be distributed outside the management team and only used for the TRANSFORMERS project mailings.

For this purpose there is an excel sheet created and contains the following items:

<table>
<thead>
<tr>
<th>ID</th>
<th>First name</th>
<th>Last name</th>
<th>Organisation</th>
<th>E-mail</th>
<th>Country</th>
<th>Group/Project</th>
</tr>
</thead>
</table>

2.1.2 Registration via website

Also via the public website: www.transformers-project.eu it is possible to register for the TRANSFORMRES Newsletter. You can sign up for the newsletter through the website.

Registration module on public TRANSFORMERS website
Since the database contains contact details of many persons, the database itself is kept confidential within the consortium and will not be used for other purposes than explained above.

2.2 Document templates
The project templates are created based on the TRANSFORMERS project logo and colours scheme. The following templates are available:

- Project Meeting Agenda
- Project Meeting Minutes
- Project Deliverables
- Project Presentations

The templates will be used for all kind of communication within and outside the consortium.

2.2.1 Project meeting Agenda Template
A standard template is created for the OPTIMORE project meeting agendas. The agenda provides the basic information of the meeting, date, time and location and the agenda points as defined. The chairperson is responsible to send out the agenda for meetings in time.

2.2.2 Project meeting minutes template
A standard template is created for the TRANSFORMERS project meeting minutes. The minutes provides a basic structure to take up the notes during all project meetings, like list of attendees, agenda points discussions, decisions, action points and links to the presentations given. The chairperson is responsible to send out the minutes of the meetings within 15 days after the meeting.
2.2.3 Deliverable report Templates

The Deliverable report Template is used by the partners to report on the project deliverables. It contains all the necessary parts of the reports, like front/title page, executive publishable summary, general part of the work performed, conclusions, risk registry and acknowledgement.
2.2.3.1 Executive Summary

The executive summary should be between one and two pages and give a publishable summary of the content of the deliverable report. This section of the Deliverable can be used to publish on the public website.

2.2.3.2 Introduction

Introduction to the content of the Deliverable report.

2.2.3.3 The research, results and conclusions

At least a substantial part of the report should contain content on the technical developments, with clear description what the work was done, results and a discussion why certain decisions were taken, based on the provided technical information. This should be followed by providing the results and conclusions.

2.2.3.4 Conclusions and recommendations for future work

The report should be concluded with a section on the overall conclusions of the work performed and the recommendations for future work within the project and outside.

2.2.3.5 Risks

In the risk section a Risk table with real risks should be presented and an elaboration on the risks and how to overcome these risks, contingency plan. The risks are collected by the project management team in an aggregated way and discussed on a frequent basis in the Executive Board.

2.2.3.6 Deliverable review procedure

The deliverable review procedure is presented and discussed during the Kick off meeting and agreed by all partners. This should guarantee a high level output form the TRANSFORMERS project.
- Author(s):
  - Writing Deliverable – responsible for technical content
  - Lead participant as identified in Annex 1:
  - Responsible for technical quality and format
  - Responsible for on time delivery
- Work package leader:
  - Responsible for checking technical quality
  - Consistency and “fit” into the Work Package
- Technical coordinator:
  - To approve the deliverable
  - Delivery on time to the EC

### 2.2.4 Project Presentation Templates

For the project a set of presentation templates are created, colors based on the logo and the color scheme of the website. For internal project meetings a template for project progress monitoring is created on WP basis and for external dissemination activities there is an overall project presentation created. This overall project presentation will be updated during the project to reflect the actual status of the project.

### 2.3 Project logo

The project logo is developed for the TRANSFORMERS project:

The logo will be used in all kinds of documents, e.g. document templates, websites, and other communications.

### 2.4 Public website (D7.1)

The public website has been designed for third parties who are interested in the progress and/or outcomes of the TRANSFORMERS project. It provides a short and clear overview with the possibility to read extended information about this project. The partners involved in TRANSFORMERS are presented on the website, and all their logos are linked to their websites.

The objective of the website is to inform the general public of the ongoing and ended research activities through hosting the flyers and technical project publications. All the information displayed in the project website is updated and maintained on a regular basis.
The overall objective of the TRANSFORMERS project is to develop and demonstrate innovative and energy efficient trucks and load carriers. This is meant for long distance transport assignments with an improved load efficiency leading to an overall 25% less energy consumption on a t km basis and a lower impact on the road infrastructure.

Today trucks and load carriers are designed and optimised towards a limited variance set of usage and for maximum payload. In the future there will be an increasing need for optimised load efficiency for each mission of a truck and for optimising the freight carried on a finite length of road.

**Facts & Figures**
- Start date: 1 September 2015

**Objectives**
- Develop and demonstrate Hybrid-On-Demand Envelope for...
2.5 Flyer (D7.3)

The general flyer of the TRANSFORMERS project was published to all the contacts as collected in the Dissemination database. After sending the flyer to the consortium the flyer was published on the public website and available for download.
2.6 Newsletter (D7.4 – D7.6)

The first newsletter of the TRANSFORMERS project is published in January 2014. We have decided that we will send at least 3 newsletters a year to keep the TRANSFORMERS database updated on the developments within the project. In M12 a summary of the previous will be send.
3 External Dissemination actions

The project results are envisioned to be of a pre-competitive nature, the exploitation activities will have to focus on medium and long-term exploitation prospective. However, partners believe exploitation is a main issue for their research, therefore a series of external dissemination actions will be organised and led by WP 7 leader as disseminator. These dissemination activities will be monitored during half annual progress meetings with the entire consortium.

3.1 Stakeholders and general dissemination workshops (D7.7)

At the end of the project (M41) a workshop on invitation will be organised to present the outcome of the project to the relevant stakeholders. The workshop is meant to inform the automotive and transport community of the final results and to further promote a debate to accelerate the implementation of the research results.

The workshop will be organised possibly at the Daimler test track in ATP Papenburg and will be a 1 or 2 days event. If possible, next to the presentations of the results in a workshop, there will be also the possibility to visit the demonstrator vehicle(s). The targeted audiences are the end users, road transportation companies, trailer manufacturers and relevant stakeholders like road authorities.

3.2 Technical publications and project presentations (D7.8)

Technical publications and Project presentations (IFSTTAR, TNO, FhG, ViF)

To increase the impact of the project, its results and findings, presentations of the project activities will be given at the most important international conferences. In some large conference and exhibitions, special or invited sessions, mini-symposium, workshops and panel discussions will be organised. Amongst others these include European Transport Research Arena (TRA2014 & 2016), Transport Research Board (TRB), Truck & Bus World Forum, International Forum for Road (Heavy Vehicle) Transport Technologies, Vienna Engine Symposium, SAE Congress, Aachen engine Colloquium and IAA. It is envisaged that at least yearly presentations will be given at two or more of these important conferences on transport electrification. Again these activities are meant to further promote a debate to accelerate the implementation of the research results. Further, under invitation, results may be presented at other events such as events organised by the EC on FP7, industry, governments and other stakeholders.

Apart from the presentations, research results will be published in scientific journals to make them available to the research community once the IPR is protected. If possible a special issue or chapter of an international journal will be published at the end of the project to present and summarize the research activities conducted by the consortium.

The realized publications will be listed at the end of the project and all dissemination activities will be uploaded into the EC online system using the functionality: Dissemination activities report.
4 Links with other projects & European Initiatives

Below the list of European (Green Car) Initiatives which are related or corresponding with the TRANSFORMERS project.

4.1 Foreseen interactions with research projects

The below table is copied from the Description of Work. In the course of the project, these interactions will be further established.

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Aim of the project</th>
<th>What will be used in TRANSFORMERS</th>
</tr>
</thead>
</table>
| NoWaste | The NoWaste Project aims to develop this system and demonstrate its feasibility with a test ring and a vehicle demonstrator. | • Definition of a reference mission  
• Validation of the developed system at first on a test rig and then on vehicle demonstrator based on a hybrid  
• Powertrain |
| Convenient | The objective of CONVENIENT is to achieve complete vehicle energy management by proposing highly innovative solutions for improved efficiency and enhanced integration of components (currently designed independently) which will be developed, integrated and evaluated directly on validator vehicles | • Innovative energy efficient systems: including hybrid transmission  
• Advanced active and passive aerodynamics devices for the truck and for the semitrailer  
• Energy Management Systems as input to the Holistic simulation studies  
• WP3 framework of Hybrid-on-Demand will use outcome of Convenient |
| EE-VERT | Aims to develop strategies and solutions for overall energy management in vehicles that are characterised by further electrification of auxiliaries | • No specific results are input, however, the simulation activities may use results in the holistic studies |
| TIFFE | Innovative concepts such as front-end design and active shutters technology have been applied to a Light-Duty (Van) application. | • TRANSFORMERS may investigate how this technology can be implemented in long distance haulage trucks |
| HCV | Aim is to develop urban buses and delivery vehicles with advanced second generation of energy efficient hybrid electric power trains, including electric auxiliaries. | • TRANSFORMERS may benefit while investigating the potential of hybrid electric driveline for the specific implementation on the trailers for long distance haulage truck.  
• WP3 framework of Hybrid-on-Demand will use outcome of Convenient |
| MBAT | MBAT will provide Europe with a new leading-edge Reference Technology Platform (RTP) for effective and cost-reducing validation and verification of Embedded Systems in transportation domain. (ARTEMIS) | • Investigation and specification of subsystem interfaces for holistic system considerations  
• To adopt some results on required meta-information of subsystem for seamless integration |
| CASTOR | The main objective of castor is to integrate an innovative distributed propulsion system on fully electrical vehicles. Future electrical propulsion concepts demand more efficiency and less complexity with great functionality, high robustness and light weight and need to run in a wide ambient temperature range. | • TRANSFORMERS will also analyse energy savings concerning aero-dynamic effects in addition to an improved propulsion system  
• Results on the design of the distributed propulsion system may be also possible for the truck-trailer system  
• Trade-off between efficiency, weight and costs of the required components may be useful for the design of the electrification of the trailer |
<p>| SuperLIB | Development of power electronics for power distribution between power cells and energy cells | • As TRANSFORMERS will have two battery packs per Trailer, a combination of a power pack and a energy pack can be an option for the project. |</p>
<table>
<thead>
<tr>
<th>EBSF</th>
<th>EBSF aims at developing a new generation of urban bus system adapted to the specificities of the European cities. Within EBSF FhG-IVI developed an optimal auxiliary management strategy for various auxiliary systems with minimal vehicle system intervention.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• The basis for the power electronics and battery modules might be from the project SuperLIB.</td>
</tr>
<tr>
<td></td>
<td>• The developed management strategy optimisation tool chain of the EBSF project can be easily adapted to the tasks of the VEMS of the HoD driveline.</td>
</tr>
<tr>
<td></td>
<td>• This includes management algorithms with a predictive management strategy.</td>
</tr>
<tr>
<td></td>
<td>• The findings of lucrative usage of system internal capacities (thermal, electrical, mechanical) for an efficient management of the auxiliary systems inside the ESU and EMG modules can be used inside TRANSFORMERS.</td>
</tr>
</tbody>
</table>

### 4.2 Interactions with projects on the public website

On the project website, Links can be found of the projects where interactions are established. During the project the list with links will be extended.
5 Acknowledgment

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http://ec.europa.eu

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