HARMONISE - A Holistic Approach to Resilience and Systematic Actions to make Large Scale UrbaN Built Infrastructure Secure

D6.4 Generation of a Dissemination Resource Pack

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Executive Summary

The purpose of this Deliverable is to address the WP6 D6.4 requirement described as: 'Generation of a dissemination resource pack of appropriate reports, papers, and best practice guides.' This deliverable organises the identification, preparation, and collation of a dissemination resource pack, which encompasses appropriate reports, papers, guidelines, and policy, together with best practice guides for user involvement and participation.

The report, details how the HARMONISE Consortium have produced the HARMONISE Handbook, a high quality softback book that serves as a 'dissemination resource pack' for the project. Drawing together the highlights from appropriate reports and other outputs produced by the HARMONISE consortium, the handbook publicises the key messages and outcomes of HARMONISE. It was produced in time for distribution at the HARMONISE conference in Genoa and is available in pdf form from the HARMONISE website.

1 Introduction

1.1 Background

The urban environment is becoming more and more complex, not least with regard to security aspects following a decade of continuous threats to our existing and planned large scale urban built infrastructure. Such infrastructure are critical nodes within the intertwined networks of these urban areas, which include not only physical components, but also integrated hardware and software aspects. To date, a comprehensive and holistic (systematic) approach to improve the resilience and security of large scale urban developments against attacks and disruptions has not been developed thoroughly.

The general aim of HARMONISE - *A Holistic Approach to Resilience and Systematic Actions to Make Large Scale Built Infrastructure Secure* - is to develop a comprehensive, multi-faceted, yet mutually reinforcing concept for the enhanced security, resilience and sustainability of urban infrastructure and development. HARMONISE will result in resilience enhancement methods for large scale urban built infrastructure. It will see the development of a concept to improve the security and resilience of this infrastructure, encompassing the design and planning phases of such projects (and thereby leading to robust built infrastructure invulnerable to natural/man-made disasters). HARMONISE will improve the design and planning of urban areas, thereby increasing their security and resilience to new threats.

The Thematic Review and subsequent analysis in analysis of tools and stakeholder engagement has confirmed the potential for HARMONISE to meet an unmet need for a holistic urban resilience product offer to aid effective delivery of resilient large scale built infrastructure. Review of the state-of-the-art provides further evidence to the view that there is an absence of a comprehensive, proactive and holistic approach to improve resilience and security of large scale urban built infrastructure. The vulnerabilities of urban areas to terrorism and natural disasters together with the mechanisms to address them continue to be examined and addressed. However, the evidence presented by the HARMONISE Project continues to highlight that no holistic approach has been formulated to develop a systematic approach to the design and planning of large scale urban built infrastructure. This gap provides the business opportunity that HARMONISE can exploit, with its range of products and an associated capacity to provide valuable evidence based consultancy services and highlight the need for further research and development in this important area.

1.2 Scope of the Deliverable

Work package 6 is concerned with the overall academic and commercial dissemination of the HARMONISE project. This involves dissemination of knowledge and findings from the key stages of the project, including identifying the current stage of the art and gap analysis (WP1), the HARMONISE Interactive Semantic Intelligence Platform (H-ISIP) (WP2), integrated toolkit development (WP3); Case Study findings (WP4), and performance testing (WP5).

The Detailed Description of Work (DDOW) states that the project will employ a diverse suite of media sources to disseminate the outcomes of the HARMONISE project to a multi-disciplinary stakeholder audience. It states that dissemination of the HARMONISE concept will be achieved utilising web based technologies, supplemented with other formats such as: DVDs; a best practice handbook; seminars and workshops; international conference proceedings and symposiums.

This D6.4 report, details how the HARMONISE Consortium have produced the HARMONISE Handbook, a high quality softback book that serves as a 'dissemination resource pack' for the project. Drawing together the highlights from appropriate reports and other outputs produced by the HARMONISE consortium, the handbook publicises the key messages and outcomes of HARMONISE.

The HARMONISE Handbook is the main outcome of the d6.4 deliverable. It is one of many channels that have been used to disseminate the HARMONISE concept. This report provides an overview of the processes employed in preparing the HARMONISE Handbook, as well as an overview of other dissemination channels and their links to the handbook.

2 The dissemination resource pack

2.1 Introduction

A range of dissemination channels have been employed by the HARMONISE consortium to disseminate the best practice and guidance accrued during the project. To complement this online and physical presence it was identified in the DDOW dissemination resource pack (potentially a DVD / best practice handbook) would be produced. This serves as a physical product that can be circulated to interested parties through the HARMONISE partners' networks and most crucially at the HARMONISE conference, to promote the HARMONISE concept. In essence these products are to provide a full summary of HARMONISE in a 'hard' form, explaining the key messages and outcomes of the project and best practice.

2.2 Format

A resource pack can come in a number of formats, ranging from a physical folder containing brochures and leaflets, to a DVD or USB stick that contains such information in digital form. In the DDOW reference was made to the production of DVDs and a best practice handbook, but there was no presumption on what the preferred format would be. It was important to consider all the options and find the correct medium that served the dissemination purposes of the project.

The main sources of dissemination are the HARMONISE conference and distribution of material among HARMONISE consortium members' networks and their case study partners. Clearly it is important that the resource pack - as a physical object - is visually engaging, accessible, and compact. It should be inviting to the reader in order to spark some initial interest, yet comprehensive and convenient to encourage further browsing and reading at leisure. In that sense it was agreed that the immediacy and dexterity of a printed format document would be preferable to a DVD or USB stick, which would require the use of an alternative device to access the information. Indeed, since information can as easily be accessed through the HARMONISE website, and especially since many laptops these days no longer have a DVD drive, such a format was considered superfluous.

Attention then focused on the physical format of the printed resource pack. A pack or package of information was suggested as a means to collate a range of reports and information produced during the project, however, it could result in information overload and become too unwieldy to handle and store. It was therefore agreed that a professionally designed handbook would best

meet the project's needs. Designed in a small format (190mm square) with a limit of 72 sides, the intention was to keep the book to a reasonable size and to give it a professional paperback book (perfect bound) finish. The emphasis on high quality images and bitesize text would present HARMONISE in a concise and easily digestible format. As a high quality book it would also have a longer shelf life, sitting comfortably on any coffee or board room table.

Figure 1. HARMONISE Handbook front cover

2.3 Content

An editorial team comprising BDP, the University of Ulster, the University of Wuppertal, and FAC was set up to steer and manage the content and production of the handbook. In essence, the role of the handbook is to disseminate the knowledge and findings from the key stages of the project, so in drawing up a content list it was clear that the book should cover the key messages to emerge from the project in terms of:

- The current state of the art (SOTA) and gap analysis (WP1);
- The HARMONISE Interactive Semantic Intelligence Platform (WP2);
- Integrated toolkit development (WP3);
- Case Study findings (WP4); and
- Performance testing (WP5).

Reflecting on the published reports and products of the HARMONISE project, a draft content list and the associated key messages was agreed within the editorial team. The content list was designed to focus on the product of the HARMONISE project rather than the process. In this manner the handbook would concentrate on the platform and tools developed by HARMONISE, integrating case study findings and performance testing into these descriptions rather than presenting the linear development process of the project. The key messages targeted by the editorial team were:

- The context to the project - What is urban resilience; what are current approaches / gaps; and how does HARMONISE propose to fill those gaps.
- The HARMONISE Platform – What is the Platform; why is it useful; how do you use it; and how will it continue to develop.
- The HARMONSE Tools – What is each tool; why is each tool useful; who is each Tool for; how do you use each tool; and how have the tools been deployed in the case studies.

A mock-up of the book content was created in PowerPoint and distributed to the HARMONISE partners, along with an associated work schedule (table 1) and identified responsibilities (table 2).

Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
w/c	01-Feb	08-Feb	15-Feb	22-Feb	29-Feb	07-Mar	14-Mar	21-Mar	28-Mar	04-Apr	11-Apr	18-Apr	25-Apr	02-May	09-May	16-May
Issue Draft Content	* 3 Feb															
Review / agree content		* 10 Feb														
Issue instructions			*15 Feb													
Design / print options			* 19 Feb													
Review / agree design				* 26 Feb												
Write text					* 4 Mar											
Edit text						*9-10 Ma										
Produce First Draft									*30 Mar							
Review										*6 Apr						
Update / Issue Second Draft											*13 Apr					
Review											* 15 Apr					
Update / Issue Final Draft												*22 Apr				
Final review													*27 Apr			
Issue to Printer													*29 Apr			
Print																
Delivery																

Responsibility:
- Consortium
- Graphics Team
- Editorial Team
- Printer

Table 1. Handbook work schedule

Sections	Sub-sectons	Pages	Lead	Support
Covers / fillers		18	BDP	UU
Descripton / foreword		2	FAC	UU
1. Towards an understanding...	What is urban resilience	1	UoW	UU
	Current approaches	2	UU	UU
	The HARMONISE proposition	2	UoW	UU
2. The Platform	Introduction / description	2	SELEX	
	Step by step guide	3	SELEX	
	Case Study - CDG	2	SELEX	CdG
3. Education Tool	Introduction / description	1	UU	
	Step by step guide	2	UU	
	Case Study - Genoa	2	UU	CdG
4. PDGT	Introduction / description	1	BDP	LF
	Step by step guide	2	BDP	FAC
	Case Study - Dublin	2	FAC	BDP
5. WPF	Introduction / description	1	VTT	
	Step by step guide	2	VTT	
	Case Study - Vantaa	2	VTT	
6. Economic evaluation tool	Introduction / description	1	VTT	
	Step by step guide	2	VTT	
	Case Study - Bilbao	2	VTT	AdB
7. Risk & Resilience Assessment	Introduction / description	1	TECNALIA	
	Step by step guide	2	TECNALIA	
	Case Study - Dublin	2	TECNALIA	FAC
8. Human Damage Mapping	Introduction / description	1	TECNALIA	
	Step by step guide	2	TECNALIA	
	Case Study - Bilbao	2	TECNALIA	AdB
9. Security Supervision System	Introduction / description	1	SELEX	
	Step by step guide	2	SELEX	
	Case Study - Genoa	2	SELEX	CdG
10. Multi-building integrator	Introduction / description	1	LONIX	
	Step by step guide	2	LONIX	
	Case Study - London	2	LONIX	LF
	TOTAL	72		

Table 2. Handbook responsibilities matrix

On agreement within the HARMONISE consortium on the format and content of the book, copy was then progressed by the individual consortium partners and submitted to BDP to collate and edit. A full edited copy was proofed and checked within the editorial team and submitted back to the consortium for comment. The final agreed text and images was then incorporated into a professionally designed graphical format by BDP's graphic design team. This passed a series of iterations and corrections before being sent to print in time for delivery to the Genoa conference.

2.4 Design

BDP's in house graphic design team are responsible for producing a range of digital and print materials used to promote BDP as an internationally regarded and award winning design led practice. This experience was invaluable in resourcing from within the HARMONISE consortium the professional skills required to produce a document of a high standard.
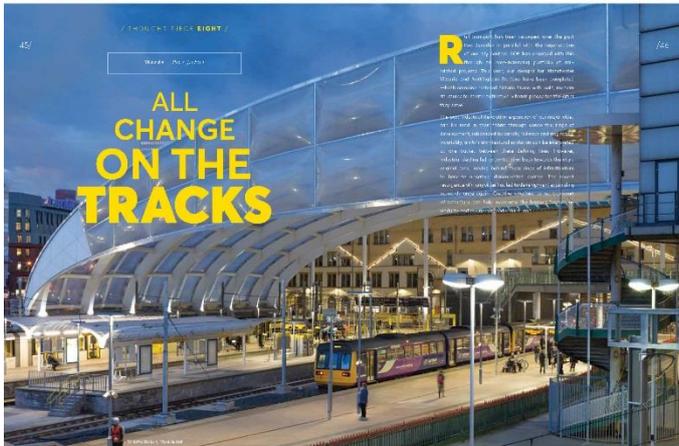
Figure 2 - Excerpt from BDP's 2016 Review 'Vibrancy'

Having established the overall scope of the handbook in terms of content, a graphic template was produced. The corporate identity of the HARMONISE project (e.g. logo, colour palette, and fonts) had already been established through the design of the HARMONISE website and Platform, so the role of the graphic design team was to re-interpret this in the context of a printed medium.

Text was progressed by the individual HARMONISE partners and appropriate images were also sourced and forwarded to the graphic design team. Since many of the HARMONISE outputs (platform and tools) have a visual interface, HARMONISE partners were encouraged to include screenshots as often as possible. In the same manner, stock photography was avoided wherever possible to give the book its own a distinct identity. Screenshots were supplemented with photographs taken during case study engagement activities and employment of the tools in the field, as well as from stills from promotional YouTube films or PowerPoint presentations. Any diagrams provided were redrawn to ensure a consistent graphic style throughout the document.

Given the need for high resolution images of print standard, significant efforts were expended to ensure that the images would look as good in print as on screen. Guidelines were distributed to the contributors on how to take high quality screenshots or access was provided to the tools for the graphic design team to produce the appropriate images. In order to provide a more engaging feel to the screenshots, montages were made on various media devices (e.g. laptop screen, IPad, smart phone) in Photoshop.

Figure 3. Original screenshots and final montages

3. Dissemination Channels

3.1 Introduction

The Detailed Description of Work (DDOW) states that the dissemination of the HARMONISE concept will be achieved utilising web based technologies, supplemented with other formats such as: DVDs; a best practice handbook; seminars and workshops; international conference proceedings and symposiums. This section draws together the key dissemination channels utilised by the HARMONISE consortium and how they dovetail with the requirements of D6.4.

3.2 Web Based Technologies

The HARMONISE website (www.harmonise.eu) has been live since the commencement of the project. It serves as the primary access point to the HARMONISE project from which all material generated by the project can be accessed. Crucially it also provides the springboard to the substantive output of the project – the HARMONISE Platform – and associated tools.

The home page provides a summary of the project context to HARMONISE. It includes a short video presentation that succinctly explains the main aims and outcomes of the project. Users can also sign up to the HARMONISE newsletter through the home page. The home page displays current news items and has been used to publicise the HARMONISE conference in Genoa, for example.

From the home page, users can access the Publications section of the web site. This section lists all the dissemination material and public deliverables of the HARMONISE project. Dissemination material available for download include details on the HARMONISE final event, the HARMONISE newsletters, and presentations delivered by HARMONISE consortium members at international conferences and symposiums. Users can also download 1 page summaries of the HARMONISE tools. These summaries provide a brief description of each tool, the added value of each tool, and intended users.

The HARMONISE website also provides access to the web based HARMONISE Platform. The sophisticated sorting and selecting mechanism provided by the thematic framework enables the search and recommendation functionality, which serves to disseminate the HARMONISE concept. Indeed, the resilience search wizard provides a bespoke and holistic process leading to the identification of appropriate resilience information and guidance.

The handbook was produced using InDesign, a popular desk top publishing software application produced by Adobe Systems. One of the benefits of this software is that documents can be exported as a pdf, which can be made available for digital distribution or download. In that manner, the reach of the handbook could be widened by making it accessible from the HARMONISE website. To create a more captivating online publication, the fliphtml5 service was utilised, which produces an animated flipbook from the original pdf file.

3.3 Seminars and workshops

Related to task of disseminating HARMONISE to a multi-disciplinary stakeholder audience, representatives of the consortium have undertaken had many face to face meetings including a series of Risk Screening workshops. These workshops were directed towards key end-users and policy-makers from across different fields and were aimed at promoting that a holistic approach is fundamental to robust urban resilience and security.

Deliverable 6.2 outlines in more detail the Risk Screening workshops and their conclusions. Part of the role of the workshops was to disseminate the emerging HARMONISE findings and to build confidence in the HARMONISE concept, Platform, and Tools. The workshops were organized in the case study locations of Dublin, Ireland; London, United Kingdom; Genoa, Italy; Bilbao, Spain; and Vantaa, Finland. Copies of the HARMONISE Handbook have been distributed to stakeholder contacts in the case study areas to reinforce relations with the case study partners and demonstrate their invaluable assistance.

3.4 International conference proceedings and symposiums

Throughout the life of the HARMONISE project, the consortium partners have taken the opportunity to spread the HARMONISE 'message' at a number of international conferences. Most significant, however, has been the organisation of a bespoke conference by the HARMONISE consortium, strategically aligned to Genova Smart Week, a major week-long event that focuses on a number of themes which underpin secure, smart, and successful urban areas. The conference, explained in more detail in deliverable 6.3, featured a number of key speakers and expert panel members. The event provided an excellent platform to promote both the HARMONISE Project and the holistic Urban Resilience message.

Production of the HARMONISE handbook was timed to coincide with the HARMONISE conference. Delegates attending the conference were provided with their own personal copy of the handbook in a branded HARMONISE bag. This was to encourage delegates to take the Handbook with them, as well as providing some visibility for HARMONISE over the course of Genoa SMART Week.

4. Conclusion

This report has documented how the HARMONISE Consortium have collaborated together to produce a Dissemination Resource Pack (the HARMONISE Handbook). The handbook distils a wide body of material produced in work packages 1-5 into a visually engaging, accessible, and compact handbook. All partners have contributed to the content of the Handbook, which was overseen by an editorial team comprising BDP, the University of Ulster, the University of Wuppertal, and FAC.

The corporate identity of the HARMONISE project is reflected in the design of the handbook, which in the format of a paperback book (and interactive pdf flip book) is intended to be a superior product in itself that encourages interest and distribution. The content has focused on concise and engaging text and high quality images to showcase the Platform and Tools. Contact details, including web address and Twitter, are also provided for the reader to access further information.

The Handbook was distributed at the HARMONISE conference. Delegates commented on the professional finish of the book and 300 copies in total were distributed at the conference and among the case study and consortium partners and networks. The interactive pdf is also available from the HARMONISE website and at the following link - http://online.fliphtml5.com/zths/fmva/