



FP6-IST-002020

## **COGNIRON**

*The Cognitive Robot Companion*

Integrated Project

Information Society Technologies Priority

### **D10.3.1**

## **Project Communication Infrastructure**

**Due date of deliverable:** 31/12/2004

**Actual submission date:** 31/01/2005

**Start date of project:** January 1st, 2004

**Duration :** 48 months

**Lead contractor for this deliverable:** LAAS

**Revision:** final

**Dissemination level:** PU

## **Communication Infrastructure**

Communication within the consortium and with the stakeholders is essential for a successful execution of a project. To ensure a proper communication and information circulation within and outside the consortium, different measures have been taken by COGNIRON and a communication infrastructure has progressively been set up during the first year of the project.

The internal communication infrastructure has been developed step by step during the first year of the project, to correspond to the real project needs.

The following elements have been set up and progressively established as THE communication tools within the project :

### ***Project mailing lists***

Dedicated mailing lists have been set up from the project start, to ease communication different groups of partners and people. Some were set up for the governing bodies (such as the General Assembly mailing list) , some are related to responsibilities within the project (such as the work packages leaders list), some to some areas of the project (like the Project Management Team alias, or the Research Activities mailing lists).

These dedicated mailing lists are regularly updated to include new persons involved within the project and to accommodate some shifts of persons for instance from an RA to another RA.

### ***Conferences : from the classical phone meetings to the use of new communication tools***

At the start of the project, outside physical meetings (such as the Board meetings for instance), phone conferences were established as the usual mean to communicate across partners and governing bodies (there were for instance phone conferences between the Project Management Team members, between the Board members and between the Board and the RA leaders).

The Project Management Team progressively started to look for other communication means, which are progressively being used by the other project members. Desktop video conferencing, via iChat/AIM has become the most frequently used tool between the Project Management Team members, and more recently, we started using the Sightspeed desktop video-conferencing system, as well as one Voice over IP tool, called Skype.

Such tools are providing cheap if not free communication means, which allow a more frequent and longer communication. These new communication means will very soon be exploited further at the whole consortium level.

### ***Project server & website.***

GPS is hosting the project server in Stuttgart. This includes the project website, and the COGNIRON FTP server.