

RADIONET3

QUESERA TASK 3

DATE	May 24, 2013	TIME	10:00-11:00 pm (CEST)
PLACE	Teleconference		
PARTICIPANTS	R. Cumming, F. Mantovani, M.Orienti, I. Rottmann, G. Theureau, S. Varano		

NOTE: *The low participation was partially due to technical problems. In many cases, the procedures for connecting to the teleconference did not work properly.
We are considering using a different software for future teleconferences.*

VERSION	Final (vers. 30.05.2013)
MINUTES	S. Varano (svarano@ira.inaf.it)

AGENDA:

- 1) Illustration of the drafted document and discussion of possible questions;
- 2) Possible refinement and redirection of future work.

ITEM / DATE	SUBJECT	PERSON
A1/2013-05-24	Contacting partners for participation: S. Varano will re-contact all partners that don't have provided their data yet – By May 31, 2013	SV
A2/2013-05-24	Ideas for new outreach material: All partners will express ideas for new outreach material to be produced with RadioNet3 funds – By June 3, 2013	All
A3/2013-05-24	Completing the list of contacts within RadioNet3: S. Varano will contact possibly interested RadioNet3 beneficiaries, from which the contact person has not been found yet – By June 3, 2013	SV

MINUTES:

S. Varano introduced to the other participants Monica Orienti, who will substitute her during the maternity leave.

R. Cumming asked for a further explanation of the main aims of task3 and S.Varano explained them in brief. We want to gather the efforts for the production of something usable by all RadioNet partners, for the diffusion of radio astronomy. At this stage, we are collecting “National contacts”, that will become our network for the diffusion of our activities among the public, and “Outreach material”, that will serve as a pool from which to choose the material “exportable” to other Organizations within RadioNet. In addition to that, S. Varano sent the description of work for QueSERA Task3, in order to give a better idea of the work to be done.

S. Varano explained the status of the “National contacts” and “Outreach material” template documents, which have been collected in one single draft.

Many Organizations still have to complete their parts. S. Varano will contact personally the involved officers to ask them for the missing data.

The general idea is to pinpoint things that are already available and can be easily reproduced, (perhaps after translation, which can easily be done within the Group itself).

⇒ **See Action Item A1/2013-05-24:** S. Varano will re-contact all partners that don't have provided their data yet – By May 31, 2013

S. Varano asked the other participants their preferences, within the presented material, for something to be produced with RadioNet funds and distributed among partners, as outreach material for the general public. The general idea is to produce something that is not particularly related to one Organization and/or to one particular radio telescope, but that is focused on more general radio astronomical topics.

One of the ideas is the production of a paper model of a radio telescope (already available at MPIfR, for reference).

More “standard” material (pens, stickers, etc.) have already been produced and cannot be distributed to all partners for guided tours with schools and public, but only to RadioNet Workshop organizers, to be distributed among the participants.

Other ideas will be gathered among all participants.

⇒ **See Action Item A2/2013-05-24:** All partners will express ideas for new outreach material to be produced with RadioNet3 funds – By June 3, 2015

After the general discussion, S. Varano, I. Rottmann and M. Orienti checked the QueSERA networking document, in order to find out other contacts for the Organizations that have not answered the call for interest yet.

⇒ **See Action Item A3/2013-05-24:** S. Varano will contact possibly interested RadioNet3

beneficiaries, from which the contact person has not been found yet.

Below the list of steps (from minutes 2013.04.29) still to be done for the accomplishment of Deliverable D2.4 of QueSERA – Task 3.

ACTION ITEMS FROM LAST MINUTES (STILL TO BE ACCOMPLISHED AT THIS STAGE):

ITEM / DATE	SUBJECT	PERSON
A6/2013-04-29	Document conclusion: Final list of national organizations and outreach material prepared – By May 31, 2013	All
A7/2013-04-29	Draft report accomplishing the deliverable: Final report produced and distributed (via mailing list and wiki page) – By June 10, 2015	SV
A8/2013-04-29	3rd Teleconference: Third teleconference, with possible comments about the report – By June 20, 2013	All
A9/2013-04-29	Final report: Production and sharing of a final document (accomplishing deliverable D2.4 of QueSERA – Task 3) – By June 30, 2013	SV

1. Document conclusion: All the partners will complete their part of the document, providing:

- a final list of national organizations;
- a list of outreach material already available (with an estimation of costs for its portability);
- the ideas for new outreach material (with an estimation of costs and production timeline).

⇒ **See Action Item A6/2013-04-29:** By May 31, all partners will provide their final list of national organizations and outreach material.

2. Draft report accomplishing the deliverable: S. Varano will collect all lists provided by the partners and produce a final report accomplishing the deliverable, i.e.:

- a draft list of national outreach organizations (visitor centers, amateur astronomy organizations, educational platforms)
- an inventory of the appropriate form of outreach material

This report will be distributed via mailing list and/or wiki page.

⇒ **See Action Item A7/2013-04-29:** By June 10, S. Varano will produce and distribute (via mailing list and wiki page) a final report.

3. 3rd Teleconference:

⇒ **See Action Item A8/2013-04-29:** By June 20, all partners will participate to a third teleconference, with the following AGENDA:

- 1) Discussion of the final report;
- 2) Collection of possible comments.

4. Final report: The report will be updated according to the proposed comments and a final document (accomplishing deliverable D2.4 of QueSERA – Task 3) will be:

- sent to the Management;
- shared on the wiki page.

⇒ **See Action Item A9/2013-04-29:** By June 20, S. Varano will produce a final document, accomplishing deliverable D2.4 of QueSERA – Task 3.