

**Assistants:** Gabriele Guidi (Polimi), Sara Gonizzi (Polimi), Jon Mills (NCL), Diego Aguilera (USAL), Pablo (USAL), Smikrut Mikrut (SSSA)

**Place:** Nafplio. 11:00

**Introduction:** Everything in the Brussels's parade was fine. CHT2 was one of the best projects. No negative comments

**Main discussion:** review of DOW and derivable which cover's mainly of the topics

WP1 (POLIMI) 7 deliverables:

- D1.1 - *Project presentation*: Web-pages can be used
- D1.2 - *Project management booklet, including guidelines*: does not exist.
- D1.3-D1.6 - *Periodic Progress Reports issued every six months*: Italian reports are valid as deliverables? Or they should be translated to other languages? We assume that the Italian periodically reports to the Ministry are valid. They will be also merged in the final report to the officer in English (which cover the D1.7 - *Final Project Report*)

WP2 (USAL) 3 deliverables - *Definition of Cultural Heritage community needs and requirements; guidelines for 4D landscape; guidelines for 4D urban and architectural analysis*:

- Done and all already covered in a single document.

WP3 (POLIMI) 4 deliverables:

- D3.1 - *Report on 3D digitization of the four case studies*: End of this **March**. Acquiring and processing to generate the final point cloud. **Each member will send to POLIMI one page about it.**
- D3.2 - *Report on the collection of historical/complementary data for the 4 case studies*: Decided to move to end of September (Original deadline: **November, 2017**)
- D3.3 - *Report on the final 4D results for the four case studies*: 4D results: **December, 2017 – January, 2018**
- D3.4 - *Report on Validation*: Bunch of archaeologist, museum directors, student, 3D expert, tourist... to make a questionnaire to a qualitative validation. Think about specific questions about how to validate (work behind the report: define the validation protocol). It would be a section of D3.3. POLIMI and NCL provide feedback about experiences with questionnaires. The structure of the report has to be send to all the partners (descriptors, sections and table of contents)

It is proposed that D3.3 and D3.4 can be presented together. POLIMI will propose a structure for these documents (Master Thesis on Virtual Museum with an example of questionnaire).

WP4 (SSSA) 3 deliverables:

- D4.1 - *Report on state of the art of innovative interaction environments for 4D models*: It hasn't been done. It should be done ASAP by SSSA. End of this **March**.
- D4.2 - *Report on 4D models in World Wide Web of all test areas*: It is about the tool implementation on the web. Overlap with D3.3. Maybe make a common doc, and then break into individual report for each work package. To be done within December 2017/January 2018
- D4.3 - *Application for GIS analysis through www access*: Fuse with D4.2. Tools for basic measurements? We have to think about the kind of analysis that can be carried out according to our study cases. SSSA makes a list of features that can be decided among the partners in April 2017, and SSSA will have a year to carry out the implementation

(formats, documents as photos, archival maps, meshes, point clouds, orthos and CAD models to be put into the tool). Deadline close to **March-April 2018**.

WP5 (NCL) 5 deliverables:

- D5.1 - *Exploitation plan for each partner and consortium as a whole*: NCL have a dissemination plan. They have to develop something specific according to the partners. NCL suggestion: Pick up the original dissemination plan, and add specific tasks of each partners (NCL: MOOC, USAL: VIII centenary, video...). Declare in advance what we did.
- D5.2 - *Regular promotional materials*: Make a two side pdf of each study case as regular promotion. Include blog posting, facebook, ... Some overlap with D5.4. It is proposed **that we can send the material** of NCL to check the English, organization prior to the publication in the web. Three news of each member dating back to last year to update the blog.
- D5.3 - *Minimum of four open access publications in leading peer reviewed journals*: USAL's has published an impact paper (Q1) related with the project. Maybe submissions to drones and Studies in Digital heritage journals are welcomed.
- D5.4 - *Project website*: Already done, needs only update.
- D5.5 - *Project exhibition*: Joint exhibition in Brussels, can be shown an interactive presentation (Culture Meeting in January 2018 – European Culture as an entity). The webGis is something that we should exploit in this deliverable. A second option could be a distribution of multimedia materials through museums, administrations, etc. and to distribute the same event in each venue. NCL will print the banners, USAL can do the video but has to be paid (check how many money are needed), NCL can do the narration. Maybe share the same video among the partners.  
Check for Europa Nostra for dissemination awards.

Additional comments:

Guidi: The project deadline must be in **May 2018**, so it is required a common end for the rest of the partners. So the officer will deliver the final report in June 2018.

Diego: He comments the problem in the contracts due to the agenda modifications. The financial reports must finish in May 2018. Therefore, we should put professors hours to justify.

Smikrut: Offers to POLIMI support about their instrumental equipment (UAV, TLS,...)

Guidi: They have to ask about the possibility to fly drones near to the museum, which maybe could be forbidden.

Diego: Proposed that SSSA develops a common platform for WebGis for all partners using cesium and potree technology since is open source. Guidi: Asks about the possibility to add CAD models (not as meshing) in the viewer.

Guidi: Commented about DIVA-GIS.

Diego: He will share in google drive the USAL video when possible.

Guidi: He commented the new journal open access: Studies in Digital heritage (<https://scholarworks.iu.edu/journals/index.php/sdh>)

Diego: He commented about Drones journal and the possibility of have a Special Issue if the rest partner can assure a minimum number of contributions (NCL and SSSA have drones).

Diego: asks to POLIMI to provide a common structure for the reports in WP3.

Guidi: Polimi is still without money.

Diego: 2 thesis will be presented about CHT2 (Jose Alberto and Belen), to reinforce the dissemination (regional newspaper).

Diego: Europa Nostra could be an interesting channel for dissemination and even to recognize our work through the awards. There is a specific category named "Research" in which could fit our project. There is also "Hispania nostra" and "Italia nostra" institutions.

**Proposal of next meeting:** Newcastle/Avila: mid-January 2018, before the annual report. Monday 15 to Friday 19 as a possible week. It is open to discussion. Then another final meeting just before the closing date of the project.