

Deliverable 1.1: Overall management

Leading partner: NHM

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Combination of Collaborative Project and Coordination and Support Action

Virtual Biodiversity Research and Access Network for Taxonomy

Grant Agreement No: 261532

Project Co-ordinator: Dr Vince Smith

Project Homepage: <http://vbrant.eu>

Duration of Project: 36 months

Start Date: Dec 2010

End Date: Nov 2013

Summary

ViBRANT was, as far as we know, the first EU project to propose a formally agile management structure. This meant that while we defined the overall goals in the project proposal we did not precisely specify the products the consortium would release, the technologies that would be used to reach the goals, or staging points (milestones and deliverables) during the project proposal.

The success metric for ViBRANT was defined to be numbers of users, bearing in mind that new services take time to grow and have to be built in sustainable manner.

ViBRANT deliverables are products that are available to the community. They are supported by reports describing the service. All were delivered on time, although one was re-scheduled by the management committee during the project.

ViBRANT milestones are predominantly smaller-scale services that ultimately support one or more of the main products. They are, mostly, also real, public services supported by documentation and have been more variable in their delivery by the predicted date.

Management was effected by a committee consisting of the Project Coordinator, the Project administrator and the 8 workpackage leaders. The committee met quarterly by conference call and annually in person. Management was achieved by consensus and in the life of the project no issue was decided by a vote. Routine issues were discussed by e-mail using an archived mailing list of committee members.

Each workpackage leader was responsible for coordinating with partners active in their workpackage and a general archived mailing list was used for project-wide communication. This was the least successful aspect of the project management.

All project business was managed in a dedicated web site (<http://vbrant.eu>), some parts of which were restricted to consortium partners only, but the majority was visible to anonymous visitors. All ViBRANT products are accessible through this web site, although most maintain an independent web presence.

Introduction

Goal

ViBRANT's goal, as laid out in the project description, was to facilitate the mobilisation, sharing, reuse and publication of biodiversity data, thus multiplying the investments already spent by society in the collection of biodiversity data and helping to focus the output from the European and global biodiversity research community. Our system were intended to increase massively the number of people actively using e-Infrastructures to publish their biodiversity data for use by all.

Context

ViBRANT aimed to deploy end-to-end e-infrastructure services and tools, capturing the lifecycle of biodiversity research from inception to publication in an open digital environment. ViBRANT was user orientated, enabling multidisciplinary groups to create their own virtual research communities supporting biodiversity science.

Mechanism

At the time of writing the project proposal (2009) there was a landscape of good, but essentially independent, data sources and services to operate on those resources. ViBRANT has played a part in harmonising those services and mobilising data from individual researchers, usually in comparatively small amounts. A straw-poll in the NHM suggested that more than 80% of the structured data in the institution was kept on individual's local disc drives. Other estimates refer to this fraction as "the other 99%". Scratchpads are a successful mechanism that gives individuals or groups a web site from which they can share their data and in return get recognition from the scientific community for their work. While this has been straightforward for many years, if you had the technical skills, Scratchpads lowered the level of technical knowledge needed considerably, making personal or group web sites a reality.

The ViBRANT consortium recognised the need to extend the appeal for people to share their data and become part of the open data revolution. A landscape of services were planned whereby the data could be enriched by application of various services, such as geographical mapping and ecological footprint analysis. Furthermore, although the web has become the default mechanism for scientists to access information, the printed paper, with its associated citation mechanism, remains the primary mechanism for establishing career performance.

The ViBRANT management committee (see below) met regularly to determine how these enhancements could be achieved, with or without the Scratchpads.

Management structure

Management committee

ViBRANT was managed by a committee consisting of the Project Coordinator (Vince Smith), the Project Administrator (the financial controller, initially Ms Gemma Maldar and latterly Ms Lucy Reeve) and the workpackage leaders: WP1 - Dr Dave Roberts; WP2 - Mr. Simon Rycroft; WP3 - Dr Thierry Backeljau; WP4 - initially Dr Olaf Banki, then nominally Prof. Wouter Los but practically Dr Yde de Jong; WP5 - Dr Neil Caithness; WP6 - Prof. Lyubomir Penev; WP7 - Dr David Morse; and WP8 - Dr Christos Arvanitidis.

The management committee met in virtual conference every three months, with one face-to-face meeting each year. Meeting agendas and minutes were made available on the project web site.

The management principle employed was open and agile, so workpackages routinely reported both achievements and problems, but they also routinely reported in inter-workpackage interactions and aspirations or concepts that might be of interest to the broader consortium. During the life of the project management was by consensus and it was never necessary to call a vote.

Project Reporting

The consortium did not use the Description of Work for day-to-day management, but transferred its content to the ViBRANT website where it became a living document, changing as necessary with the project's agile management methodology. Products, including milestones and deliverables, publications and conference presentations were reported on-line, together with the publishable summaries of individual project groups (see <http://vbrant.eu>) all of which were publicly visible.

Project reports were prepared for review in a single narrative, so that individual components could be presented in context. All reports were available in draft and final form to the whole consortium.

During negotiation phase the Commission objected to the number of deliverables proposed, so an additional layer was added to the project management to contain grouped objectives as synthetic deliverables. The project reviewers, in the first year review, required that we map all milestone to specific deliverables. These are presented in Appendix 1 (deliverables) and Appendix 2 (milestones).

The planned agile nature of the project meant that few milestones were originally planned beyond year 1 and it was always intended that they would be introduced as the project advanced. At each annual review, new milestones for the following year were presented by each workpackage. Unfortunately these were not incorporated formally into the Description of Work, which led to late, retrospective modification of the formal project agreement. This had no practical effect on the project as a whole.

Management of resources

The project's financial model was shared with the project partners from the time of the project's original submission. During the course of the project this model was refined and real data were added as they became available. Resource re-allocation was agreed by the management committee when an activity thread was given greater priority.

Advisory Board

An advisory board was constituted and chaired by the Project Coordinator. It comprised Prof.

Rod Page, Prof Christine Hine, Dr Donat Agosti and Dr Gregor Hagedorn. The board had management-level access to the project web site, and thence all project reports and documents. The full board met in person only once, at the project kick-off meeting. Their primary intended role was to arbitrate should conflict arise within the management committee, but their services were not required. Individual board members were consulted periodically for their opinion on strategic direction, usually prior to a debate within the management committee.

Consortium members

The broader partnership met formally only once, at the kick-off meeting. Financial pressure during contract negotiation reduced the capacity for further meetings during the project life. This meant that consortium members did not come together as a single network and did not communicate within the group. At the project start a Twitter account (@Vbrant) as a focal point for consortium members to share current activities, but it was only used by a few partners, mostly the NHM.

More successful were natural focal group, typically formed within a workpackage, but also topic-based between workpackages. These smaller groups did regularly engaged in dialogue.

We installed a wiki system on the Scratchpad server (<http://www.wiki.scratchpads.eu>) for consortium members to share documents in various stages of preparation. The system was really only taken up by one workpackage (WP7), although WP2 used it initially until we moved to the Redmine environment for tracking bugs and feature requests.

The project web site supported mailing lists and fora that were used throughout the project but rarely promoted discussion within the broader community. The web site was re-designed periodically and updated often. It was the preferred method of communication, rather than producing a newsletter, because it was judged to be more cost-effective.

Finally it is pleasing and instructive to report a comment made to the project manager, "my lab is operating quite differently and much better as a consequence of ViBRANT. You've brought a sense of dynamism to the work we're doing."

Interactions with other projects

The landscape of biodiversity informatics has changed significantly since 2009, when the project was first conceived. Widespread advocacy of open-access publication, including and especially of data, and recognition of the "long tail of dark data" [1] has encouraged an atmosphere of willingness to cooperate. ViBRANT and BioVeL (<http://www.biovel.eu>), instigated a community-wide consultation on the future shape of our domain [2] that is supported by a members-only mailing list (Biodiversity-community-list@nhm.ac.uk) that was intended to facilitate community consultation. This, indirectly, led to a joint conference, Biodiversity Informatics Horizons, held in Rome in September 2013 (<http://conference.lifewatch.unisalento.it/index.php/EBIC/BIH2013>) and a new website (<http://h2020.myspecies.info>) where laboratories and institutions can share ideas about future project and can openly form consortia.

It is clear that projects collaborating to reach a greater goal is a concept with much to recommend it. The Commission are incorporating this strategy with the ESFRI projects, under the term 'clusters'. We suggest that inter-project collaboration could deliver significantly better value for money in future projects.

Conclusions

Agile management (http://en.wikipedia.org/wiki/Agile_management) has brought considerable benefits to the project. We have been able to re-direct some aspects of the project, for instance WP7, to better integrate with the other elements and create a better product.

The user-centric focus around which the project was conceived could not have been effectively delivered without agile management. This may have led to less progress judged by academic research standards, but had produced products that are enterprise level (Scratchpads) or well on their way to becoming so. We believe that research-level services are essential as a proof-of-concept, but are unsustainable in the long term.

Clusters of projects will deliver significant benefits over independent projects, as we are seeing in the BioVeL-ViBRANT collaboration.

References

- [1] Heidorn, PB. "Shedding Light on the Dark Data in the Long-Tail of Science." *Library Trends* 57, no. 2 (2008): 280–299. doi:10.1353/lib.0.0036.
- [2] Hardisty, Alex, Dave Roberts and The Biodiversity Informatics Community. "A Decadal View of Biodiversity Informatics: Challenges and Priorities." *BMC Ecology* 13 (2013): 16. doi:10.1186/1472-6785-13-16.

Appendix 1 - Project Deliverables

Title	Description	Lead beneficiary	Due date	Status	Date delivered	Link	Description and comments
D3.1	Training strategy	RBINS	29/11/11	Completed	29/11/11	http://vbrant.eu/sites/vbrant.eu/files/D3.1-Training strategy.pdf	Full strategy for training and delivery, tested on an initial training course and with training course announcements and workshops for the next year.
D2.1	Distributing servers	NHM	30/11/11	Completed	23/11/11	http://vbrant.eu/sites/vbrant.eu/files/d2.1.pdf The Scratchpad Mirror server is: http://e090.bgbm.fu-berlin.de/ An example mirrored site is: http://mastigoteuthidae.myspecies.info/ => http://mastigoteuthidae.m1.myspecies.info/	Distribute the Scratchpads across multiple servers and institutions to provide a robust failover service.
D4.1	Scratchpad common access point	UvA	30/11/11	Completed	08/12/11	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT-D4.1.doc http://vbrant.eu/sites/vbrant.eu/files/Descriptive_data_workshop, June 6-7, 2011.doc	Develop an initial set of API services to link the Scratchpad communities to the resources of the CDM, to facilitate data exchange. Specifically these will implement a persistent identifier framework for shared objects between Scratchpads and the CDM to facilitate the identification of object changes, deletions and additions in linked databases.

Title	Description	Lead beneficiary	Due date	Status	Date delivered	Link	Description and comments
D5.1	Prototype workflows and API	UOXF.E9	30/11/11	Completed	30/11/11	http://vbrant.eu/sites/vbrant.eu/files/D5_1_PrototypeWorkflowAPI.pdf https://oboe.oerc.ox.ac.uk/docs	The sustainable integration of external tools and services into the Scratchpad environment requires a well designed and documented API. In this task we will work closely with WP4, specifically Task 4.4 (Standard data interfaces and APIs) to ensure that the tools API is consistent with development of a data API. The tools API specification and documentation will to be maintained under strict change control.
D6.1	XML mark up tool & service	PENSOFT	30/11/11	Completed	11/11/11	http://vbrant.eu/sites/vbrant.eu/files/D6-1-PENSOFT-XML%20mark%20up%20to...	XML mark up tool to create ready-to-submit taxonomic manuscripts from Scratchpads to ZooKeys and PhytoKeys. Create a service to preview service for author-proofing prior to formal submission. Description of the workflow with implementation shown with the exemplar paper of Faulwetter et al. (2011)

Title	Description	Lead beneficiary	Due date	Status	Date delivered	Link	Description and comments
D7.1	Community contributed bibliography	OU	30/11/11	Completed	02/12/11	Prototype Service: http://plazi2.cs.umb.edu:8080/RefBank/search Description: http://vbrant.eu/sites/vbrant.eu/files/D7-1_report_final.pdf	A functional community-contributed bibliography with unique identifiers at publication unit level(s) and links to publicly available digital copies where possible. The report contains a description of the community constructed bibliography, covering: architectural and implementation issues, a brief description of the functionality of the bibliography, the way forward, including architectural and functional developments. The prototype is hosted at http://plazi2.cs.umb.edu:8080/RefBank/search . For reasons why this is still a prototype, please see the deliverable report.
D8.1	Scratchpad modules engaging citizen scientists	HCMR	30/11/11	Completed	15/12/11	http://www.comber.hcmr.gr/ http://vbrant.eu/sites/vbrant.eu/files/Deliverable8.pdf	COMBER site (beta version); *.pdf document Scratchpad modules with APIs for engaging citizen scientists to facilitate i) observation data entry and correction; ii) a demonstration project with marine naturalists; and iii) field recording tools (mobile App. Development).
D2.2	Scratchpad Registry	NHM	31/05/12	Completed	31/05/12	http://vbrant.eu/sites/vbrant.eu/files/d2.2.pdf	Develop registry of Scratchpad sites and Scratchpad API's that includes detailed usage statistics data
D7.2	Mark-up modules	OU	29/11/12	Completed	29/11/12	http://vbrant.eu/sites/vbrant.eu/files/D7-2_report_final.pdf	Mark-up modules: Mark-up modules, including support for Citizen Scientists, operating as a web service.
D3.2	Service delivery and evaluation	VU	30/11/12	Completed	03/12/12 - 13:43	http://vbrant.eu/sites/vbrant.eu/files/D3.2_291112-corr-280113.pdf	Description: Assessment of the effectiveness of the processes involved in software documentation, training courses and service desk user support.

Title	Description	Lead beneficiary	Due date	Status	Date delivered	Link	Description and comments
D3.2	Service delivery and evaluation	VU	30/11/12	Completed	29/01/13 - 16:01	http://vbrant.eu/sites/vbrant.eu/files/D3.2_291112-corr-280113.pdf	Description: Assessment of the effectiveness of the processes involved in software documentation, training courses and service desk user support.
D5.2	Functional tools	UOXF.E9	30/11/12	Completed	30/11/12 - 12:21	http://vbrant.eu/sites/vbrant.eu/files/D5_2.pdf	Release of functional tools as products accessible through the API.
D6.2	Review, refine & evaluate services	PENSOFT	30/11/12	Completed	26/11/12	http://vbrant.eu/sites/vbrant.eu/files/D6-2-Review%20&%20refine%20servic...	Review & refine existing services in the light of user feedback and usage statistics. Evaluate and refine XML schemas for submitting submission. Original delivery date: 31 May 2012 Deliverable was re-scheduled following feedback from users, suggesting extended functionality of the Pensoft Writing Tool (PWT) to support the new Biodiversity Data Journal.
D8.2	Analytical and reporting tools	Vizz	30/11/12	Completed	30/11/12	http://vizzuality.s3.amazonaws.com/vibrant_deliverables/D8.2_Vizzuality.pdf	Analytical and reporting tools: Analytical and reporting tools implemented on the visualisation tool that will overlay information and generate metrics on data taken from existing niche modelling projects in support of ecological and conservation monitoring.
D4.2	Ontology tools	UvA	31/12/12	Completed	09/01/13	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_D4.2b --- Ontology Tools- Status report 2012.pdf http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_D4.2a --- Ontology Tools - Status report 2011.pdf http://www.gbif.org/resources/2246	Develop the GBIF ontology tool and produce an equivalent tool based on a semantic wiki. Deliver a single user interface for ontology creation and editing based on user-acceptance of the alternative technologies. Partners: GBIF (KOS) & JKI (Wiki's)

Title	Description	Lead beneficiary	Due date	Status	Date delivered	Link	Description and comments
D2.3	Financial sustainability	NHM	31/05/13	Completed	31/05/13	http://vbrant.eu/sites/vbrant.eu/files/D2.3_Sustainability.pdf	Report on options for the ViBRANT financial sustainability model including selection of preferred model and accompanying Service Level Agreements (SLA's).
D7.3	Literature search	OU	31/10/13	Completed	31/10/13	http://www.wiki.scratchpads.eu/w/D73report	Originally conceived of as an "Enhanced search facility to locate concepts based on linguistics and proximity rules." It was superseded during the project by the need to provide a breadth of coverage to enable a bibliography of life. This realignment of the deliverable to better meet the needs of the working biodiversity community was possible because of ViBRANT's agile management approach.
D5.3	Sustainable software services	UOXF.E9	29/11/13	Ongoing	27/11/13	http://vbrant.eu/sites/vbrant.eu/files/WP5_D5_3_Report.pdf	Refined and sustainable software services available for public use with mechanisms to measure usage rates.
D2.4	Unit testing	NHM	30/11/13	Completed	25/11/13	http://vbrant.eu/sites/vbrant.eu/files/D2.4.pdf	Distributed and automated unit testing mechanism for Scratchpad code completed and available. This will operate in conjunction with the Scratchpad Sandbox to ensure that the latest version of the software is available for testing.
D3.3	Community delivery and evaluation	RBINS	30/11/13	Ongoing	27/11/13	http://vbrant.eu/sites/vbrant.eu/files/D3%203%20Community%20delivery%20and%20evaluation.pdf	Assessment of a self supporting open source community for sustainable implementation of the ViBRANT consortium and the integrated Virtual Research Environment

Title	Description	Lead beneficiary	Due date	Status	Date delivered	Link	Description and comments
D4.3	Design of robust services	UvA	30/11/13	Completed	25/11/13	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_D4.3—Design_of_robust_services_v1.pdf	Develop robust services, based on usage statistics and user feedback, that enhance the prototype tools delivered under D4.1 & D4.2
D6.3	Data publication workflow	PENSOFT	30/11/13	Completed	27/11/13	http://vbrant.eu/sites/vbrant.eu/files/D6-3-Data%20publication%20workflow.pdf	Elaborated workflow to automatic post-publication data publication enabling dissemination to aggregators and indexing services
D8.3	A start-up portal for discovery of GBIF mediated data	GBIF	30/11/13	Completed	28/11/13	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT%20D8.3-%20final%20report.pdf https://github.com/gbif/gbif-npt-startup/wiki https://github.com/gbif/npt-startup/releases http://www.gbif.org/resources/2257 http://www.gbif.org/resources/2256	The Nodes Portal Toolkit (NPT) Startup enables countries to establish a web presence with relevant biodiversity information from GBIF and EOL. The NPT Startup will be built on the ScratchPads platform, and will extend developments of ViBRANT to a broader context of the use of biodiversity data portals. The first version of the Nodes Portal Toolkit (NPT) Startup will be available as a Drupal profile accompanied with relevant documentation for use and further development. The NPT will be deployed in several countries within and outside Europe. At the completion of this deliverable, there will also be some commitments from the GBIF network to further develop the NPT Startup with more advanced functionalities.
D1.1	Overall Management	NHM	30/11/13	Completed	29/11/13	This document	

Appendix 2 – Project Milestones

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M5.10	API design plan	D5.1 - Prototype workflows and API	UOXF.E9	31/12/10	Completed	31/12/10	http://vbrant.eu/content/m510-api-design-plan#comment-76	
M1.10	Confirmation of year 1 meeting dates	D1.1 - Overall Management	NHM	31/12/10	Completed	31/12/10	http://vbrant.eu/content/management-committee	
M1.11	Circulation of next meeting agenda	D1.1 - Overall Management	NHM	31/12/10	Completed	31/12/10	http://vbrant.eu/content/management-committee-meeting	
M1.12	Organise kick-off meeting	D1.1 - Overall Management	NHM	31/12/10	Completed	31/12/10	http://vbrant.eu/scripting-life	
M1.13	Minutes of management committee meetings	D1.1 - Overall Management	NHM	28/02/11	Completed	28/02/11	http://vbrant.eu/content/management-committee-meeting	
M1.14	Minutes of strategic board meetings	D1.1 - Overall Management	NHM	28/02/11	Completed	28/02/11	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_StrategicBoardMinutes_Jan11.pdf	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M5.11	Review existing key construction software and workflow interaction with both Scratchpads and the CDM	D5.2 - Functional tools	UPMC	28/02/11	Completed	28/02/11	http://www.infosyslab.fr/vibrant/M5_11_deliverable_UPMC_february2011.pdf	
M5.12	Review user requirements for the visualisation tool for Scratchpads	D5.2 - Functional tools	Vizz	28/02/11	Completed	25/04/11	http://vbrant.eu/sites/vbrant.eu/files/M5-12.pdf	
M6.10	Use cases of existing standards of XML markup tagging and semantic enhancement collected and review	D6.1 - XML markup tool & service	PENSOFT	28/02/11	Completed	04/04/11	http://vbrant.eu/sites/vbrant.eu/files/Milestone%206%2010-Review%20of%20mark%20up%20and%20tagging%20tools.pdf	
M5.13	API baseline documentation	D5.1 - Prototype workflows and API	UOXF.E9	31/03/11	Completed	19/04/11	http://vbrant.eu/sites/vbrant.eu/files/M5.13.api_baseline.txt	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M5.14	Review of target applications (phylogenetics)	D5.2 - Functional tools	UOXF.E9	31/03/11	Completed	31/03/11	http://vbrant.eu/content/m514-review-target-applications-phylogenetics	
M1.15	Circulation of next meeting agenda	D1.1 - Overall Management	NHM	30/04/11	Completed	30/04/11	http://vbrant.eu/content/man-comm-2	
M5.15	API version control	D5.1 - Prototype workflows and API	UOXF.E9	30/04/11	Completed	30/04/11	https://oboe.oerc.ox.ac.uk/docs	The API is fully documented and has been under version control since April. The documentation was last updated on Tue Jun 28 12:18:20 BST 2011
M2.10	Test version of distributed Scratchpad server	D2.1 - Distributing servers	NHM	31/05/11	Completed	01/06/11	http://vbrant.eu/sites/vbrant.eu/files/m2.10.pdf	
M2.11	Report on Scratchpad usage statistics options	D2.2 - Scratchpad Registry	NHM	31/05/11	Completed	21/11/11	http://vbrant.eu/sites/vbrant.eu/files/m2.11.pdf	
M4.10	Define methods to use the Scratchpad service layer deliverable within the CDM store	D4.1 - Scratchpad common access point	GBIF	31/05/11	Completed	25/07/11	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT%20M410%20Specification%20CDM%20Scratchpads_DwC-A_module.doc	Partly for PESI application. Responsible partners: UvA & BGBM

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M4.11	Prototype of collaborative community interface	D4.1 - Scratchpad common access point	JKI	31/05/11	Completed	31/05/11	http://vbrant.eu/sites/vbrant.eu/files/M4.11%E2%80%94Prototype%20of%20collaborative%20community%20interface_1.pdf	
M8.10	Prototype ecological and conservation applications	D8.1 - Scratchpad modules engaging citizen scientists	HCMR	31/05/11	Completed	03/06/11	http://vbrant.eu/sites/vbrant.eu/files/Milestone_8.10_Indices_C_code_v0.1.zip https://git.scratchpads.eu/viewgit?p=indices.git;a=summary	Modified from "Prototype scratchpads modules with ecological and conservation applications" to better align with the evolving WP5 platform for analytical services. Also available from the git repository (https://git.scratchpads.eu/viewgit?p=indices.git;a=summary)
M7.10	Agreement of standard format for community contributed bibliographies in conjunction with WP4	D7.1 - Community contributed bibliography	OU	17/06/11	Completed	17/06/11	http://www.wiki.scratchpads.eu/w/M710report	
M7.11	Review of options for interactive mark up tools within the Scratchpad infrastructure	D7.2 - Mark-up modules	OU	17/06/11	Completed	17/06/11	http://wiki.scratchpads.eu/w/M711report	The report is complete although since this report is being prepared in a Wiki, it is a 'living document' so it will be updated as and when necessary.

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M1.16	Minutes of management committee meetings	D1.1 - Overall Management	NHM	30/06/11	Completed	30/06/11	http://vbrant.eu/content/man-comm-2	
M1.17	Minutes of strategic board meetings	D1.1 - Overall Management	NHM	30/06/11	Completed	30/06/11	http://vbrant.eu/content/strategic-board-2	
M5.16	Review of target platforms and requirements	D5.3 - Sustainable software services	UOXF.E9	30/06/11	Completed	30/06/11	http://vbrant.eu/content/m516-review-target-platforms-and-requirements	
M4.12	Liaison and networking with ontology experts and existing ontology providers	D4.2 - Ontology tools	GBIF	31/07/11	Completed	02/12/11	http://vbrant.eu/sites/vbrant.eu/files/Smith-Submitted-v2Revised_ed_final.doc http://vbrant.eu/sites/vbrant.eu/files/D4.2_ProgressReport301111.pdf	Producing a dynamic catalogue of resources.
M6.11	Prototype and beta-version of XML submission from Scratchpads to publishers	D6.1 - XML markup tool & service	NHM	31/07/11	Completed	11/11/11	http://vbrant.eu/sites/vbrant.eu/files/M6.11-Prototype%20and%20beta-version%20of%20XML%20submission%20from%20Scratchpads%20to%20publishersmark%20up%20tool.pdf	A short description of the prototype of the publishing module, including screenshots of the steps.

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M7.12	A suite of test cases that will be used to test the de-duplication software	D7.1 - Community contributed bibliography	OU	31/07/11	Completed	16/12/11	http://vbrant.eu/sites/vbrant.eu/files/M7-12_report.pdf	
M7.13	Review of options to use typographical information and other contextual clues	D7.2 - Mark-up modules	OU	31/07/11	Completed	20/12/11	http://vbrant.eu/sites/vbrant.eu/files/M7-13_report.pdf http://vbrant.eu/sites/vbrant.eu/files/Report%20-%20GoldenGATE%20Modules.doc	The Milestone report consists of a short overview document and a much larger report on the existing GoldenGATE modules.
M1.19	Preparation of first JPA templates	D1.1 - Overall Management	NHM	31/08/11	Completed	31/08/11	http://vbrant.eu/content/m119-preparation-first-jpa-templates	DEPRICATED The project reporting templates were received from Brussels on 13th December. This document is dated 2010, but we had no confirmation that we were still using the same structure. In fact we have enough information from the project milestones and ZooKeys special issue to complete them, at least to first draft, so templates are unnecessary. Cover templates are available from the resources pages of the web site.
M4.13	Release an API on the catalogue of resources	D4.1 - Scratchpad common access point	JKI	31/08/11	Completed	05/10/11	http://vbrant.eu/sites/vbrant.eu/files/M4.13%20-%20Release%20an%20API%20on%20the%20catalogue%20of%20resources%20-%20report.pdf	For accessing existing ontology resources within Scratchpad sites

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M1.18	Circulation of next meeting agenda	D1.1 - Overall Management	NHM	30/09/11	Completed	30/09/11	http://vbrant.eu/content/man-comm-4	
M3.10	Delivery of a promotional strategy for ViBRANT services	D3.2 - Service delivery and evaluation	RBINS	30/09/11	Completed	27/09/11	http://vbrant.eu/sites/vbrant.eu/files/M.3.10_Delivery%20of%20a%20promotional%20strategy%20for%20ViBRANT%20services_0.pdf	This document focuses mainly on setting the grounds for a ViBRANT promotional strategy and plan, mapping foreseen outreach activities for the duration of the project.
M6.12	Workshop on mark up tagging tools and implementations	D6.1 - XML mark up tool & service	PENSOFIT	31/10/11	Completed	11/11/11	http://vbrant.eu/sites/vbrant.eu/files/TaxPub%20Workshop%20meeting%20Paris%20Jan%202011_M6-12.pdf http://vbrant.eu/sites/vbrant.eu/files/TabPub-meeting-Paris.zip http://vbrant.eu/sites/vbrant.eu/files/Minutes_NHM%20meeting_Report_M6-12.pdf http://vbrant.eu/sites/vbrant.eu/files/ViBRANT-PWT_meeting_London_24_October_2011.ppt	The milestone report consists of two meetings on XML mark up schemas and tagging tools held in Paris (during the kick-off) minutes and presentations and in London (24-25 Oct 2011) minutes and presentations . Note: these workshops were originally conceived to take place at TDWG meetings, but the most significant meetings were those reported here.
M7.14	Collaboration with WP6 on mark-up tagging tools and implementation	D6.1 - XML mark up tool & service	OU	31/10/11	Completed	16/12/11	http://vbrant.eu/sites/vbrant.eu/files/M7-14_report.pdf	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M1.20	Minutes of management committee meetings	D1.1 - Overall Management	NHM	18/11/11	Completed	18/11/11	http://vbrant.eu/content/man-comm-4	Delivery date was modified to match the actual meeting date, which was postponed due to a conflict with the TDWG conference.
M8.11	Review of relevant field recording tools and applications	D8.1 - Scratchpad modules engaging citizen scientists	MfN	25/11/11	Completed	25/11/11	http://vbrant.eu/sites/vbrant.eu/files/a%20review%20mobile%20apps_20111125.doc	
M3.12	Assessment of user support services, with the refinement of subsequent milestones	D3.1 - Training strategy	RBINS	29/11/11	Completed	29/11/11	http://vbrant.eu/sites/vbrant.eu/files/M3.12-Assessment of user support services.pdf	
M1.21	Confirmation of year 2 and 3 meeting dates	D1.1 - Overall Management	NHM	30/11/11	Completed	30/11/11	http://vbrant.eu/content/man-comm-3	Schedule agreed at Management Committee #3

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M2.12	Ongoing module development supporting prioritised features requested by users through WP3	D2.1 - Distributing servers	NHM	30/11/11	Completed	21/11/11	http://vbrant.eu/sites/vbrant.eu/files/m2.12.pdf	
M2.13	Define further milestones in the light of usage and feedback	D1.1 - Overall Management	NHM	30/11/11	Completed	21/11/11	http://vbrant.eu/sites/vbrant.eu/files/m2.13.pdf	
M4.14	Define further milestones in the light of usage and feedback	D1.1 - Overall Management	UvA	30/11/11	Completed	24/12/11	http://vbrant.eu/sites/vbrant.eu/files/WP4_milestones_2.xls	
M5.18	Review user requirements for enhanced user interface	D5.1 - Prototype workflows and API	UOXF.E9	30/11/11	Completed	30/11/11	http://vbrant.eu/content/m518-review-user-requirements-enhanced-user-interface	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M5.19	Deliver prototype key-generating service through Scratchpads	D5.2 - Functional tools	UPMC	30/11/11	Completed	22/12/11	http://vbrant.eu/sites/vbrant.eu/files/M5_19_report2.doc http://identificationkey.fr	
M6.13	Define further milestones in the light of usage and feedback	D1.1 - Overall Management	PENSOFT	30/11/11	Completed	11/11/11	List of two additional milestones planned for the second period if ViBRANT.	
M8.12	Identify rules for an intelligent algorithm to identify suspicious data records in GBIF data	D8.3 - A start-up portal for discovery of GBIF mediated data	GBIF	30/11/11	Completed	30/11/11	http://www.slideshare.net/DavidRemsen/tdwg-1remsen	Slide show presented in TDWG Conference (geospatial before and after on slides 8/9, taxonomic before and after are on slides 10 and 12)
M8.13	Define further milestones in the light of usage and feedback	D1.1 - Overall Management	HCMR	30/11/11	Completed	30/11/11	http://vbrant.eu/sites/vbrant.eu/files/Milestones%20WP8Overview_FINAL_Year1_2.xls	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M8.14	Prototype demonstration project with non-professional marine naturalists	D3.1 - Training strategy	HCMR	30/11/11	Completed	30/11/11	http://www.pensoft.net/journals/zookeys/article/2149/abstract/engaging-the-broader-community-in-biodiversity-research-the-concept-of-the-comber-pilot-project-for-divers-in-vibrant	Paper describing the COMBER project
M1.22	Circulation of next meeting agenda	D1.1 - Overall Management	NHM	31/12/11	Completed	31/12/11	http://vbrant.eu/content/man-comm-5	
M1.23	First year financial reports	D1.1 - Overall Management	NHM	31/12/11	Completed	31/12/11		
M4.15	Ontology Tools: migrate GBIF Vocabularies Service	D4.2 - Ontology tools	GBIF	31/12/11	Completed	31/12/11	http://vocabularies.gbif.org	
M4.16	Ontology Tools: scoping document on a KOS architecture	D4.2 - Ontology tools	UvA	31/12/11	Completed	26/01/12	http://vbrant.eu/content/m416-ontology-tools-scoping-document-kos-architecture	
M5.20	Metadata repository design plan	D5.2 - Functional tools	UOXF.E9	31/12/11	Completed	31/12/11	http://vbrant.eu/content/m520-metadata-repository-design-plan#comment-622	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M6.14	Review of existing standards of semantic enhancements to taxonomic papers	D6.2 - Review, refine & evaluate services	PENSOFT	31/12/11	Completed	31/12/11	http://www.pensoft.net/inc/journals/download.php?fileId=3401&fileTable=J_GALLEYS	
M3.11	Potential Mechanisms to increase user uptake	D3.3 - Community delivery and evaluation	VU	13/01/12	Completed	13/01/12	http://vbrant.eu/sites/vbrant.eu/files/Milestone_311_VU_130112.pdf	The submission date of the milestone has been postponed by several weeks in order to include the first year reports (delivered in December) of the partners concerned.
M1.24	First year annual progress report	D1.1 - Overall Management	NHM	31/01/12	Completed	31/01/12	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_AnnReptYear1_public.pdf	
M6.19	XML export format of metadata on identification keys to Key Central (ALA)	D6.3 - Data publication workflow	PENSOFT	31/01/12	Completed	09/04/12	http://vbrant.eu/sites/vbrant.eu/files/M6.19-XML%20export%20format%20of%20metadata%20on%20identification%20keys%20to%20Key%20Central_0.pdf	
M4.17	Extensions for DwC-A export functionality	D4.1 - Scratchpad common access point	UvA	28/02/12	Completed	02/03/12	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_M4%2017%20%E2%80%94%20Extensions%20for%20DwC-A%20export%20functionality.pdf	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M1.25	Minutes of management committee meetings	D1.1 - Overall Management	NHM	29/02/12	Completed	29/02/12	http://vbrant.eu/content/man-comm-5	
M1.26	Minutes of strategic board meetings	D1.1 - Overall Management	NHM	29/02/12	Completed	29/02/12	http://vbrant.eu/content/strategic-board-2	No strategic board meeting has been called.
M5.21	Implement visualisation tool for Scratchpads	D5.2 - Functional tools	Vizz	29/02/12	Completed	29/02/12	http://vizzuality.s3.amazonaws.com/M5.21.pdf	Version 1 of the tool is available at: http://geocat.kew.org/
M5.22	Review algorithms for biodiversity indices	D5.2 - Functional tools	Vizz	29/02/12	Completed	29/02/12	http://vizzuality.s3.amazonaws.com/M5.22.pdf	
M7.15	Define further milestones in the light of usage and feedback	D1.1 - Overall Management	OU	29/02/12	Completed	29/02/12	http://www.wiki.scratchpads.eu/w/M715report	
M4.18	Human Interface for CDM-ViBRANT Index	D4.1 - Scratchpad common access point	UvA	28/03/12	Completed	13/12/12	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_M4.18_%E2%80%94_Human_Interface_for_CDM-ViBRANT_index.pdf http://dev.e-taxonomy.eu/vibrant_index/search/	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M1.27	Organise mid-project meeting	D1.1 - Overall Management	NHM	31/03/12	Completed	31/03/12	http://vbrant.eu/content/m127-organise-mid-project-meeting	Deprecated. The Management Committee decided to organise a number of focused meetings to which external collaborators could be invited. The funds that would have been devoted to the mid-project meeting will instead be used for partners to attend these smaller, topic-focused meetings.
M5.23	Implementation of platforms specific middleware	D5.3 - Sustainable software services	UOXF.E9	31/03/12	Completed	31/03/12	http://vbrant.eu/content/m523-implementation-platforms-specific-middleware#comment-495	
M5.24	Implement application specific wrappers (phylogenetics) that can be used by Scratchpads	D5.3 - Sustainable software services	UOXF.E9	31/03/12	Completed	31/03/12	http://vbrant.eu/content/m524-implement-application-specific-wrappers-phylogenetics-can-be-used-scratchpads#comment-494	
M5.25	Implement custom wrapper for the identification service that can be used by Scratchpads	D5.2 - Functional tools	UOXF.E9	31/03/12	Completed	31/03/12	http://vbrant.eu/content/m525-implement-custom-wrapper-identification-service-can-be-used-scratchpads#comment-496	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M6.20	Beta version of XML queries to IPNI and ZooBank	D6.3 - Data publication workflow	PENSOFT	31/03/12	Completed	09/04/12	http://vbrant.eu/sites/vbrant.eu/files/Milestone%20%206.20%20%E2%80%93%20Beta%20version%20of%20XML%20queries%20to%20IPNI%20and%20ZooBank.pdf	
M7.21	Add metadata to cover origin of bibliographies	D7.3 - Literature search	OU	13/04/12	Completed	13/04/12	http://www.wiki.scratchpads.eu/w/M721report	
M1.28	Circulation of next meeting agenda	D1.1 - Overall Management	NHM	30/04/12	Completed	30/04/12	http://vbrant.eu/content/man-comm-7	
M4.20	Ontology Tools: new prototype (GBIF) Glossary of Terms registry	D4.2 - Ontology tools	GBIF	30/04/12	Completed	26/04/12	http://vbrant.eu/sites/vbrant.eu/files/2012-04%20ViBRANT%20M420%20status%20report_0.pdf http://terms.gbif.org/ http://kos.gbif.org/wiki/ http://species-id.net/ http://rs.gbif.org/ http://rs.gbif.org/sandbox/terms/ http://tools.gbif.org/resource-browser/	
M7.22	Import bibliographies from Pensoft to RefBank	D7.3 - Literature search	OU	04/05/12	Completed	04/05/12	http://www.wiki.scratchpads.eu/w/M722report	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M4.19	Canvassing glossary-oriented potential contributors	D4.2 - Ontology tools	UvA	16/05/12	Completed	11/07/12	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_M4.19%E2%80%94%20Canvassing%20glossary-oriented%20potential%20contributors.pdf http://vbrant.eu/sites/vbrant.eu/files/Dict_Invertebrate_Zoology_fulltext6.pdf	Original Deadline: 31 March 2012 Delayed by the difficulty of identifying suitable participants
M2.14	Report on the data search portal providing a single point of entry to all Scratchpad data completed	D2.1 - Distributing servers	BGBM	31/05/12	Completed	05/06/12	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_M2_14.docx	
M5.17	Define further milestones in the light of usage and feedback	D1.1 - Overall Management	UOXF.E9	31/05/12	Completed	31/05/12	http://vbrant.eu/content/m517-define-further-milestones-light-usage-and-feedback#comment-579	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M7.23	Extend RefBank import routines to support other widely used bibliographic formats, eg BibTex, RIS, etc	D7.3 - Literature search	OU	01/06/12	Completed	01/06/12	http://www.wiki.scratchpads.eu/w/M723report	As the milestone states, RefBank needs extending so that import from other widely used bibliographic formats such as BibTex and RIS are supported. This will facilitate populating the database by bulk upload of personal bibliographies. Note that this milestone relies on there being a working attribution (origin) mechanism - see Milestone M7.21 - if people who upload their bibliographies are to be credited. Bulk upload will be implemented by Milestone M7.24. This milestone was defined in M7.15. ----
M7.24	Upload service for complete bibliographies	D7.3 - Literature search	OU	01/06/12	Completed	01/06/12	http://www.wiki.scratchpads.eu/w/M724report	Milestone original delivery date was Friday 29 June 2012. Brought forward to Friday 1 June 2012 in line with changing emphasis within WP7 to favour progress on bibliographic reference handling at the expense of mark up processing. See milestones M7.16 and M7.24.
M1.29	Minutes of management committee meetings	D1.1 - Overall Management	NHM	30/06/12	Completed	30/06/12	http://vbrant.eu/content/man-comm-7	
M1.30	Minutes of strategic board meetings	D1.1 - Overall Management	NHM	30/06/12	Completed	30/06/12	http://vbrant.eu/content/strategic-board-2	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M5.26	Review of target applications (bioclimatic modelling)	D5.2 - Functional tools	UOXF.E9	30/06/12	Completed	30/06/12	http://vbrant.eu/content/m526-review-target-applications-bioclimatic-modelling#comment-578	
M4.21	Ontology Tools: new prototype Biodiversity BioPortal	D4.2 - Ontology tools	GBIF	14/08/12	Completed	14/08/12	http://bioportal.bioontology.org/ontologies/3058	Original date: June 2012
M1.31	Circulation of next meeting agenda	D1.1 - Overall Management	NHM	31/08/12	Completed	31/08/12	http://vbrant.eu/content/man-comm-8	
M1.32	Preparation of second JPA templates	D1.1 - Overall Management	NHM	31/08/12	Completed	31/08/12	http://vbrant.eu/content/m132-preparation-second-jpa-templates	Deplicated JPA templates are not being used in the project. Project planning is detailed on this web site and can be followed through the milestones and deliverables, or in narrative form from the home page.
M4.39	Term browser	D4.2 - Ontology tools	GBIF	01/09/12	Completed	27/08/12	http://kos.gbif.org/termbrowser/	
M7.16	Mark-up modules delivering outline mark-up	D7.2 - Mark-up modules	OU	28/09/12	Completed	19/11/12	http://vbrant.eu/sites/vbrant.eu/files/M716.odt	Original delivery date was Thursday 31 May 2012. Deferred to Friday 29 June 2012 in line with changing emphasis within WP7 to favour progress on bibliographic reference handling at the expense of mark up processing.

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M4.23	Scratchpad to DwC-A Mapping Module	D4.1 - Scratchpad common access point	UvA	30/09/12	Completed	01/10/12	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_M4.23%E2%80%94Scratchpad_to_DwC-A_Mapping_Module.pdf http://vbrant.eu/sites/vbrant.eu/files/Darwin_Core_Archive_Export_Module_EoL.docx	
M4.24	Full text search CDM-ViBRANT Index	D4.1 - Scratchpad common access point	UvA	30/09/12	Completed	13/12/12	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_M4_24.pdf	
M4.25	Pilot implementation of webservice at BGBM	D4.1 - Scratchpad common access point	UvA	30/09/12	Completed	01/10/12	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_M4.25%E2%80%94SingleAccessKeyWebservice_EDITPlatform.pdf	
M4.27	Audubon Core standard on Mediawiki	D4.2 - Ontology tools	UvA	30/09/12	Completed	30/09/12	http://terms.gbif.org/wiki/Audubon_Core_Term_List	
M5.27	Metadata repository implementation	D5.3 - Sustainable software services	UOXF.E9	30/09/12	Completed	30/09/12	http://vbrant.eu/content/m527-metadata-repository-implementation#comment-623	
M5.33	Generic computational framework for geo-spatial analysis via OBOE.	D5.2 - Functional tools	UOXF.E9	30/09/12	Completed	30/09/12	http://vbrant.eu/content/m533-%E2%80%93generic-computational-framework-geo-spatial-analysis-obo	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M8.15	Report on existing processing services and analytical services	D5.2 - Functional tools	HCMR	30/09/12	Completed	18/10/12	http://www.comber.hcmr.gr/Milestone815.doc	
M8.16	Prototype analytical tools and reporting tools implemented on the visualization tool	D8.2 - Analytical and reporting tools	Vizz	30/09/12	Completed	30/09/12	https://github.com/Vizzuality/cartodb	Originally scheduled for 31st May 2012. Delayed with agreement by VS until end of September when Vizzuality release Cartodb 2.0.
M8.17	APIs to integrate various data sources in support of analytical and reporting tools	D5.2 - Functional tools	HCMR	30/09/12	Completed	30/09/12	https://oboe.oerc.ox.ac.uk/	
M8.19	Data flow from GBIF annotation module to Biodiversity Data Journal	D6.3 - Data publication workflow	PENSOFT	30/09/12	Completed	30/09/12	BDJ: http://biodiversitydatajournal.com/ PWT: http://pwt.pensoft.net/	Data flow from GBIF annotation module to Biodiversity Data Journal

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M1.33	Minutes of management committee meetings	D1.1 - Overall Management	NHM	31/10/12	Completed	31/10/12	http://vbrant.eu/content/man-comm-8	
M7.25	Enhance reference parser to parse references in bulk uploads	D7.3 - Literature search	OU	31/10/12	Completed	31/10/12	http://www.wiki.scratchpads.eu/w/M725report	
M7.17	Review of pilot mark up processes within the Scratchpad infrastructure	D7.2 - Mark-up modules	OU	23/11/12	Completed	23/11/12	http://www.wiki.scratchpads.eu/w/M717report	Originally planned for 31 July 2012. However, following confirmation at ManComm7 to pull forward bibliographic work in preference to data mining work this milestone was deferred.
M3.14	Assessment of user support services and promotional activities	D3.2 - Service delivery and evaluation	RBINS	28/11/12	Completed	28/11/12	http://vbrant.eu/sites/vbrant.eu/files/M3.14_Assessment_usersupportservices_and_promotionalactivities-281112.pdf	The report also includes the refinement of subsequent milestones.

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M2.16	Localised unit testing mechanism	D2.4 - Unit testing	NHM	30/11/12	Completed	06/12/12	http://vbrant.eu/sites/vbrant.eu/files/m2.16.pdf	The deadline for this milestone was pushed back so that we could take greater advantage of the work we have carried out on upgrading Scratchpads 1.0 sites to Scratchpads 2.0. It also made sense to push this back, as the Deliverable it is associated with is not being delivered until month 36.
M2.17	Ongoing module development supporting prioritised features requested by users through WP3	D5.3 - Sustainable software services	NHM	30/11/12	Completed	05/12/12	http://vbrant.eu/sites/vbrant.eu/files/m2.17.pdf	
M3.13	Recommendations to modify products	D3.2 - Service delivery and evaluation	VU	30/11/12	Completed	11/06/13	http://vbrant.eu/sites/vbrant.eu/files/M313%20def.pdf	
M4.28	Statistical output provided for CDM-ViBRANT Index query Interface	D4.1 - Scratchpad common access point	UvA	30/11/12	Completed	03/12/12	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_M4_28.pdf	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M4.29	CDM SDD output optimised for Xper2	D4.1 - Scratchpad common access point	UvA	30/11/12	Completed	30/11/12	http://jackson.snv.jussieu.fr/thumbnailsWS/resources/doc/ViBRANT_M4.29-Xper2AppletDigestSDD.pdf	
M4.30	Integrating the biowikifarm into ViBRANT authentication	D4.2 - Ontology tools	UvA	30/11/12	Completed	08/01/13	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_M4.30%E2%80%94Integrating%20the%20biowikifarm%20into%20ViBRANT%20authentication.pdf http://biowikifarm.net/meta/	
M5.28	Implement enhanced user interface tools for managing keys in Scratchpads	D5.3 - Sustainable software services	JKI	30/11/12	Completed	11/12/12	http://vbrant.eu/sites/vbrant.eu/files/M5.28%E2%80%94Implement%20enhanced%20user%20interface%20tools%20for%20managing%20keys%20in%20Scratchpads.pdf	
M5.34	Land cover classification tool	D5.2 - Functional tools	UOXF.E9	30/11/12	Completed	30/11/12	http://vbrant.eu/content/m534%E2%80%93land-cover-classification-tool http://vbrant.eu/sites/vbrant.eu/files/output.pdf	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M6.15	Sample papers testing the XML-based editorial workflow elaborated and published	D6.3 - Data publication workflow	PENSOFT	30/11/12	Completed	17/12/12	http://vbrant.eu/sites/vbrant.eu/files/M6.15-TestingXML.docx	Original target: 31 May 2012 Delayed by the decision to expand functionality of the Pensoft Writing Tool (PWT) to support the new Biodiversity Data Journal. Although PWT is fully operational in beta version at the time of writing this explanation note, the public test is expected to happen in February-March 2013 when not only PWT but also BDJ the publishing workflow will be fully operational. The test will be based on a automated export from Scratchpads to PWT API and published in Biodiversity data Journal.
M6.16	Refinements to XML-based workflow for peer-review based on user feedback	D6.3 - Data publication workflow	PENSOFT	30/11/12	Completed	13/12/12	http://vbrant.eu/sites/vbrant.eu/files/M616-Review%20&%20refine%20services.docx	
M1.34	Circulation of next meeting agenda	D1.1 - Overall Management	NHM	31/12/12	Completed	31/12/12	http://vbrant.eu/content/man-comm-9	
M1.35	Second year financial reports	D1.1 - Overall Management	NHM	31/12/12	Completed	07/06/13	http://vbrant.eu/sites/vbrant.eu/files/Yr2ExplanationofResources.pdf	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M5.29	Implement application specific wrappers (bioclimatic modelling)	D5.3 - Sustainable software services	UOXF.E9	31/12/12	Completed	31/12/12	http://vbrant.eu/content/m529- implement-application-specific- wrappers-bioclimatic-modelling	
M1.36	Second year annual progress report	D1.1 - Overall Management	NHM	31/01/13	Completed	31/01/13	http://vbrant.eu/sites/vbrant.eu/files/ AnnualReport_Y2_ViBRANT_2615 32.pdf	
M4.31	Webservice-Layer adapted for ViBRANT	D4.1 - Scratchpad common access point	UvA	31/01/13	Completed	01/02/13	http://vbrant.eu/sites/vbrant.eu/files/ Milestone_M4_31.pdf	
M4.32	Integrating a wiki-glossary into the scratchpad	D4.3 - Design of robust services	UvA	31/01/13	Completed	20/11/13	http://vbrant.eu/sites/vbrant.eu/files/ ViBRANT_M4.32— Integrating_a_wiki- glossary_into_the_scratchpad_v2.p df	
M1.37	Minutes of management committee meetings	D1.1 - Overall Management	NHM	28/02/13	Completed	28/02/13	http://vbrant.eu/content/man-comm- 9	
M1.38	Minutes of strategic board meetings	D1.1 - Overall Management	NHM	28/02/13	Completed	28/02/13	http://vbrant.eu/content/strategic- board-3	
M4.22	BiolFlor Data as semantic web	D4.2 - Ontology tools	UvA	28/02/13	Ongoing		http://vbrant.eu/content/m422- biolflor-data-semantic-web	Original Deadline: 30 Aug 2012 Delayed to 30/11/2012 Delayed to 09/10/2013 Partner responsible for the work: JKI

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M5.30	Implement biodiversity indices tool	D5.3 - Sustainable software services	Vizz	28/02/13	Completed	28/02/13	http://vbrant.eu/content/m530-implement-biodiversity-indices-tool#comment-707	
M5.35	Environmental variables tool	D5.2 - Functional tools	UOXF.E9	28/02/13	Completed	28/02/13	http://vbrant.eu/content/m535-%E2%80%93environmental-variables-tool http://ofoe.oerc.ox.ac.uk/download/514b2093c0de6b46500009de	
M8.22	Prototype version of a start-up portal for discovery of GBIF mediated data	D8.3 - A start-up portal for discovery of GBIF mediated data	GBIF	01/03/13	Completed	01/03/13	http://links.gbif.org/npt_startup_review http://links.gbif.org/npt_startup_screencast http://nptstartup.gbif.org http://links.gbif.org/npt_startup_questionnaire	
M5.31	Review of target applications and services (molecular identification)	D5.3 - Sustainable software services	UOXF.E9	31/03/13	Completed	31/03/13	http://vbrant.eu/content/m531-review-target-applications-and-services-molecular-identification#comment-705	
M6.17	New open access data publishing journal	D6.3 - Data publication workflow	PENSOFT	31/03/13	Completed	27/11/13	http://vbrant.eu/content/m617-new-open-access-data-publishing-journal http://www.biodiversitydatajournal.com http://pwt.pensoft.net	

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M8.25	Scientific document on new horizons in taxonomic data publishing	D8.1 - Scratchpad modules engaging citizen scientists	HCMR	31/03/13	Completed	31/03/13	http://www.pensoft.net/journals/zookeys/article/4261/abstract/micro-computed-tomography-introducing	
M1.40	Circulation of next meeting agenda	D1.1 - Overall Management	NHM	30/04/13	Completed	30/04/13	http://vbrant.eu/content/man-comm-10	
M2.15	Biodiversity data citation metric	D6.3 - Data publication workflow	NHM	31/05/12	Completed			Deprecated and merged with M2.19
M2.19	Report on the options for a biodiversity data citation metric for data published through ViBRANT	D6.3 - Data publication workflow	NHM	31/05/13	Completed	29/11/13	http://vbrant.eu/sites/vbrant.eu/files/m2.19.pdf	
M4.33	XML Transformations CDM export	D4.3 - Design of robust services	UvA	31/05/13	Completed	31/05/13	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_M4.33%E2%80%94XML_transformations_CDM.pdf	

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M1.39	Organise final meeting	D1.1 - Overall Management	NHM	30/06/13	Completed	30/06/13	http://conference.lifewatch.unisalento.it/index.php/EBIC/BIH2013/schedConf/schedule http://h2020.myspecies.info/content/conference-summary	Original target date was 31 March 2013. The meeting is now planned as a joint conference with several other projects and will take place in Rome in September. The venue is being organised by our colleagues in LifeWatch. A draft programme exists, but is not published pending the confirmation of venue and date.
M1.41	Minutes of management committee meetings	D1.1 - Overall Management	NHM	30/06/13	Completed	30/06/13	http://vbrant.eu/content/man-comm-10	
M1.42	Minutes of strategic board meetings	D1.1 - Overall Management	NHM	30/06/13	Completed	30/06/13	http://vbrant.eu/content/strategic-board-4	
M4.35	Filter functionality CDM export	D4.1 - Scratchpad common access point	UvA	30/06/13	Completed	02/07/13	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_M4.35%—%Filter%functionality%CDM%export.pdf	
M4.36	XPer2-CDM-relation for taxonomic hierarchy specification	D4.1 - Scratchpad common access point	UvA	30/06/13	Completed	30/06/13	http://infosyslab.fr/xper2/ViBRANT_M_4.36_CDM-relation_for_taxonomic_hierarchy_specification.pdf	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M2.18	Data search portal providing a single point of entry to all Scratchpad data completed	D5.3 - Sustainable software services	BGBM	31/07/13	Completed	09/09/13	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_M2_18.pdf	Note: Due date changed from 31/05/13 to 31/07/13 as BGBM had multiple deadlines in WP4 occurring on the same date.
M3.15	Ambassadors network is fully operational	D3.3 - Community delivery and evaluation	RBINS	31/07/13	Completed	31/07/13	http://vbrant.eu/sites/vbrant.eu/files/M3.15_Ambassadors_network_%20is_fully_operational.pdf	
M4.34	Prototype for taxonomic generalisation	D4.1 - Scratchpad common access point	UvA	31/07/13	Completed	01/08/13	http://vbrant.eu/sites/vbrant.eu/files/M4.34_generalization_ViBRANTv2_0.pdf	
M7.19	Review of pilot of reference de-duplication software	D7.3 - Literature search	OU	31/07/13	Completed	31/07/13	http://www.wiki.scratchpads.eu/w/M719Report	
M8.21	Integration of visualization applications with Scratchpads	D8.2 - Analytical and reporting tools	Vizz	31/07/13	Completed	31/07/13	http://vizzuality.s3.amazonaws.com/M8.21.pdf	Full integration of visualization applications with Scratchpads This has been delayed

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M8.23	Integration of the 3D morphological and anatomical data in Scratchpads	D8.1 - Scratchpad modules engaging citizen scientists	HCMR	31/07/13	Completed	26/11/13	http://vbrant.eu/sites/vbrant.eu/files/M8.23.pdf	
M1.43	Circulation of next meeting agenda	D1.1 - Overall Management	NHM	31/08/13	Completed	31/08/13	http://vbrant.eu/content/man-comm-11	
M6.18	Testing automated tools of dissemination of published results to aggregators and indexing services	D6.3 - Data publication workflow	PENSOFT	31/08/13	Completed	18/10/13	http://vbrant.eu/sites/vbrant.eu/files/M6.18-Testing%20automated%20tools%20of%20dissemination.pdf	
M8.18	Scratchpads module for data recording (Citizen Science) - Alpha version	D8.1 - Scratchpad modules engaging citizen scientists	HCMR	31/08/13	Completed	31/08/13	http://vm4.her.hcmr.gr/comber/scratchpads-2.0/	Delivery of this Milestone was postponed from the first semester of the third year of the project because it needs more time for collaboration with WP2.

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M8.20	Ecological and conservation applications implemented as a service	D5.2 - Functional tools	HCMR	31/08/13	Completed	28/11/13	https://oboe.oerc.ox.ac.uk/http://vbrant.eu/sites/vbrant.eu/files/M8_20.pdf	Full implementation delayed. See http://vbrant.eu/content/61/ms20 for details. The Service has been adopted by EMBOS.
M8.24	Scientific document with the results from the COMBER data	D8.1 - Scratchpad modules engaging citizen scientists	HCMR	31/08/13	Completed	27/11/13	http://vbrant.eu/sites/vbrant.eu/files/M8_24.pdf	Formal publication of the scientific results has been postponed because more analysis is needed.
M4.26	Joint conference with LifeWatch and other FP7 projects	D1.1 - Overall Management	UvA	06/09/13	Completed	06/09/13	http://conference.lifewatch.unisalento.it/index.php/EBIC/BIH2013	
M4.37	Xper2 and EDIT Platform publishing capability on Mediawiki	D4.3 - Design of robust services	UvA	30/09/13	Completed	30/09/13	https://www.dropbox.com/s/x6x98p76ephliv5/ViBRANT_M4.37-Xper2_and_EDIT_Platform_publishing_capability_on_Mediawiki%283%29.pdf	
M4.43	Global Names Europe	D4.3 - Design of robust services	UvA	15/10/13	Completed	15/10/13	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_M4.43—GN_v1.pdf http://vbrant.eu/sites/vbrant.eu/files/Yde_COOPEUS_GN.zip	

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M3.17	Suggestions for potential new user groups	D3.3 - Community delivery and evaluation	VU	31/10/13	Completed	27/11/13	http://vbrant.eu/sites/vbrant.eu/files/M317.pdf	
M4.38	ZooKeys special issue on Fauna Europaea data papers	D4.1 - Scratchpad common access point	UvA	31/10/13	Completed	26/11/13	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_M4.38—Fauna_Europaea_migration_and_data_papers_v2.pdf	
M4.40	Advanced Statistics web services for the ViBRANT Index	D4.3 - Design of robust services	UvA	31/10/13	Completed	07/11/13	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_M4_40—Advanced_Statistics_web_services_for_the_ViBRANT_Index.pdf	
M4.41	Workflow optimized services on ViBRANT index	D4.3 - Design of robust services	UvA	31/10/13	Completed	27/11/13	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_M4_41—Workflow_optimized_services_on_ViBRANT_Index.pdf	
M4.42	Xper2 integration into CDM Taxonomic Editor	D4.3 - Design of robust services	UvA	31/10/13	Completed	26/11/13	http://vbrant.eu/sites/vbrant.eu/files/ViBRANT_M4_42—Xper2_integration_into_CDM_Taxonomic_Editor.pdf	
M7.20	Workpackage software documentation produced	D7.3 - Literature search	OU	31/10/13	Completed	31/10/13	http://www.wiki.scratchpads.eu/w/M720Report	

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M7.26	Workpackage software packaged	D7.3 - Literature search	OU	31/10/13	Completed	31/10/13	http://www.wiki.scratchpads.eu/w/M726report	
M7.27	Publish ViBRANT NLP corpus	D7.3 - Literature search	OU	31/10/13	Completed	31/10/13	http://www.wiki.scratchpads.eu/w/M727report	
M1.44	Minutes of management committee meetings	D1.1 - Overall Management	NHM	31/10/13	Ongoing	29/11/13	http://vbrant.eu/content/man-comm-12	Delayed because meeting took place on 27/10/13 to align with TDWG conference.
M3.18	Platform for Cybertaxonomy workshop in Berlin	D3.3 - Community delivery and evaluation	RBINS	11/11/13	Completed	27/11/13	http://vbrant.eu/sites/vbrant.eu/files/M3.18%20Platform_for_Cybertaxonomy_workshop_Berlin_Nov2013.pdf	
M5.32	Tests and validation of the services in coordination with Workpackage 3	D5.3 - Sustainable software services	UOXF.E9	15/11/13	Completed	15/11/13	http://vbrant.eu/content/m532-tests-and-validation-services-coordination-workpackage-3#comment-804	
M5.36	Pipeline tool for species distribution modelling	D5.2 - Functional tools	UOXF.E9	27/11/13	Completed	27/11/13	http://vbrant.eu/content/m536-%E2%80%93-pipeline-tool-species-distribution-modelling	

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M5.40	Sustainable services. Completion of the documentation of services for D5.3	D5.3 - Sustainable software services	UOXF.E9	27/11/13	Completed	27/11/13	http://vbrant.eu/content/m540-%E2%80%93-sustainable-services-completion-documentation-services-d53	
M7.18	First integration phase complete	D7.3 - Literature search	OU	27/11/13	Completed	27/11/13	http://www.wiki.scratchpads.eu/w/M718Report	
M2.20	Ongoing module development supporting prioritised features requested by users through WP3	D5.3 - Sustainable software services	NHM	30/11/13	Completed	27/11/13	http://vbrant.eu/sites/vbrant.eu/files/M2.20.pdf	
M3.16	Established user support services to keep the open source network community alive and vibrant	D3.3 - Community delivery and evaluation	RBINS	30/11/13	Completed	12/11/13	http://vbrant.eu/sites/vbrant.eu/files/M3.16_Established_user_support_services_DEF-121113.pdf	

ID	Description	Part of	Lead beneficiary	Due date	Status	Date delivered	Link	Comment
M1.45	Third year annual progress report	D1.1 - Overall Management	NHM	30/11/13	Ongoing	10/1/14		
M1.46	Third year financial reports	D1.1 - Overall Management	NHM	30/11/13	Completed	29/11/13	This document	