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LOCATION:	Sophia Antipolis (France)
SUBJECT	INFORMATION AND TRAINING SEMINAR FOR INFORMATION TECHNOLOGY MANAGERS – USE AND INSTALLATION OF THE NEW EMWIS WEB PORTAL DRAFT AGENDA
WORKING LANGUAGE	English
VERSION	2006-08-16
PARTICIPANTS (INVITÉD) :	<ul style="list-style-type: none"> ☛ Information and Communication Technology (ICT) experts of the National Focal Points –NFP- Priority given to the NFP planning to use the new EMWIS web Portal toolkit ☛ Representatives of the EMWIS Technical Unit (TU) ☛ Experts (trainers)

INTRODUCTION

A more ambitious technical architecture was necessary to improve multilingual content management, the co-operation within and between the various national water information systems and to guaranty an effective exchange of information of any nature. Consequently, it was decided to implement a content management system using standardised but flexible information formats (based on XML: extensible mark-up language) in accordance with the concepts of the Web-service. Within this framework, common meta-data have been defined for all the focal points and a multilingual water thesaurus (in Arabic, English and French) for EMWIS (being able to evolve to water ontology) is under preparation.

An invitation to tender was launched mid-2005 for the development of new regional web portal. Italian company FINSIEL was selected, with an open source solution based on NAYAA, a system previously developed for the European Environment Agency (EEA). Thus EMWIS will benefit from existing component ands, their updates and to contribute (in particular for the Arabic language) to the tools of EEA.

The new EMWIS international portal has been recently launched by the Technical Unit and a portal tool kit is available for the NFP willing to implement this new technology.

This seminar aims at training the NFP staff willing to use or implement the web portal tool kit. It will also be beneficial for NFP using other technologies in order to improve the exchange of information within the EMWIS community.



INFORMATION AND TRAINING SEMINAR FOR INFORMATION TECHNOLOGY MANAGERS

USE AND INSTALLATION OF THE NEW EMWIS WEB PORTAL

AGENDA

Version dated 2006-08-16

Day 1

9:30 Seminar introduction and EMWIS progress

Eric MINO, EMWIS Technical Unit

10:15 Using the EMWIS portal toolkit

Overview of steps required to use the EMWIS portal toolkit

10:30 Introducing the web portal technology: NAYAA

An overview of the portal toolkit will be given along with a brief history of the developments. During the training sessions, each attendee will work upon the own installation of the portal toolkit

11:00 Coffee break

11:15 Publishing workflow

The attendees will be walked through the **available content types and templates** offered by the portal and explained their purpose. The content that comes with the toolkit by default will be presented.

Hands-on exercises will follow in order to emphasis the data publishing workflow, maintenance of the content over the time and the administrative operations available for this section.

For advanced users:

- Modifications of content type templates (labels, layout, properties displayed, ...)
- Changing the behaviour of content types in specific web sections (e.g. sub-content types allowed)

13:00 Lunch

14:15 Multilinguality

A presentation of the issues involved in multilinguality will be done. The multilingual features available in the Portal will be explained, in terms of content, user interface, syndication and search.

Hands-on exercises will be done for the understanding of the translation mechanisms and the tools available to accomplish this.

15:15 Customising the portal layout

The attendees will be presented the design standards that the Portal interface respects: accessibility, usability, XHTML, CSS2, etc. Then, the audience will be invited to follow hands-on for the customisation of the layout in from a non-technical point of view.

For advanced users:



- An exercise will be done to demonstrate how to fully change the graphical interface in order to fit the national portal requirements and still maintain the EMWIS branding and standards.
- Changing icons associated to Portal content types

17:30 End of day 1

Day 2

9:30 Summing up issues rose during day 1

10:00 Portlets

The attendees will be presented the different types of portlets offered by the Portal, including creation, modification and display in the different section of the portal.

11:00 Coffee break

11:15 Collaboration features: syndication and harvesting of content

A presentation of the syndication features built in the portal will be made. The attendees will exercise simple information exchange operations on their local installations of the toolkit and how to prepare their “water legislation” page in order to allow syndication on the International portal (Country section).

More advanced users will be explained how to:

- Change the XML feeds (e.g. limiting number of elements) the delivered by the portal
- Provide XML feeds for restricted users, e.g. for NFP only (security or hidden feeds)
- Define remote filters (e.g. on NFP web sites) for content syndication from EMWIS international portal (e.g. displaying only projects from a specific countries in national portal)
- OAI harvesting will also be introduced.

13:00 Lunch

14:15 Glossaries and Thesaurus

In EMWIS portal, glossaries are used to manage multilingual lists of languages, countries, river basins. The attendees will be explained how to: Import/export content, Adding themes to an existing glossary, Display glossary in different sections of the portal, modify templates for display in the portal, how to use pick-up lists,

The EMWIS thesaurus is implemented using the same technology with import/export in SKOS format. The attendees will be explained how to add new languages and share its content while maintaining a central updated version (e.g. using the thesaurus remotely through web services)

16:00 Portal management

- User management and security
- Back-up and restore
- Monitoring

17:30 End of day 2



Day 3

9:30 Summing up issues rose during day 2

10:00 Notification and e-Flash

The attendees will be presented the notification feature and the e-Flash builder.

11:00 Coffee break

11:15 Advanced features:

- the search across multiple portals
- web statistics
- link checker
- integration with other tools developed by the Focal Points (e.g. databases)
- web services

13:00 Lunch

14:15 Toolkit update and maintenance

A list of additional features or improvements will be discussed. Some of the features have already been developed but not included in the toolkit.

The issue on how to stay in touch with software and content updates will be discussed: the Portal distribution page, mailing lists, working groups, etc.

14:45 Feedback and helpdesk

How to ask for help, experiences of existing portal users will be shared. Discussion on how to maintain/improve the helpdesk mechanism and how to create a FAQ system for the EMWIS community.

15:30 Conclusions and next steps

Participants' conclusions and views on their next steps.

16:30 End of training

Day 4

9:30 Practical works – Questions & Answers

12:30 End of the seminar

