

5. Training Programme

A training programme was aligned with the communication and dissemination strategy with the aim of providing knowledge and skills to potential industrial collaborators and stakeholders of the VIBES project and to science and engineering students. The Training programme in the project represents the strategic vision of the Consortium in view of sharing and therefore implementing the open knowledge that has been gathered and generated within the project, both by the science students and by professionals in varied industrial sectors.

The training activities also contribute to the dissemination and therefore exploitation of the project results, contributing to raising awareness and providing novel competencies in the current and next generation of professionals.

The Project Coordinator (AITIP) was responsible for designing, planning and organising the training programme, producing the deliverable D7.6 “Detailed content of VIBES skills for training: students & professionals”.

5.1 Training strategy

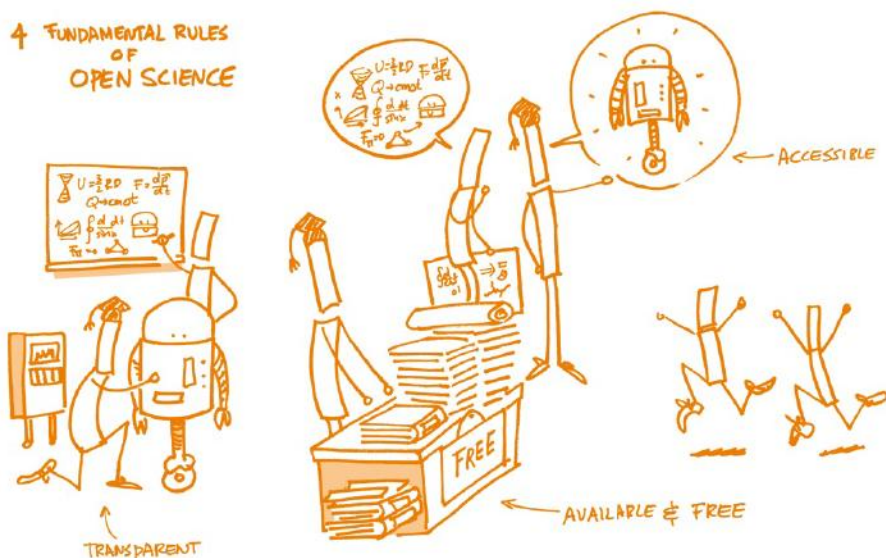
Training activities contribute to professional development, through advanced training of researchers and other key staff, science students, industry staff, and in general potential users of the knowledge generated by the project.

The complementary expertise of the partners within the project have a positive effect in generating cross-collaboration, a better capacity for training of young researchers and eventually fruitful staff exchange (e.g. between academia and enterprises).

The specific targets of the training activities are:

- **transfer** of knowledge within the participants including students, researchers and industrial staff.
- **spreading** of knowledge from both the academic and industrial professional within the project to researchers and students and to industrial staff outside the consortium, promoting S&T cohesion within the European research goals and so increase skills across Europe
- raising **awareness** of key stakeholders who are essential to successful exploitation and commercialization of the novel technology and products developed.

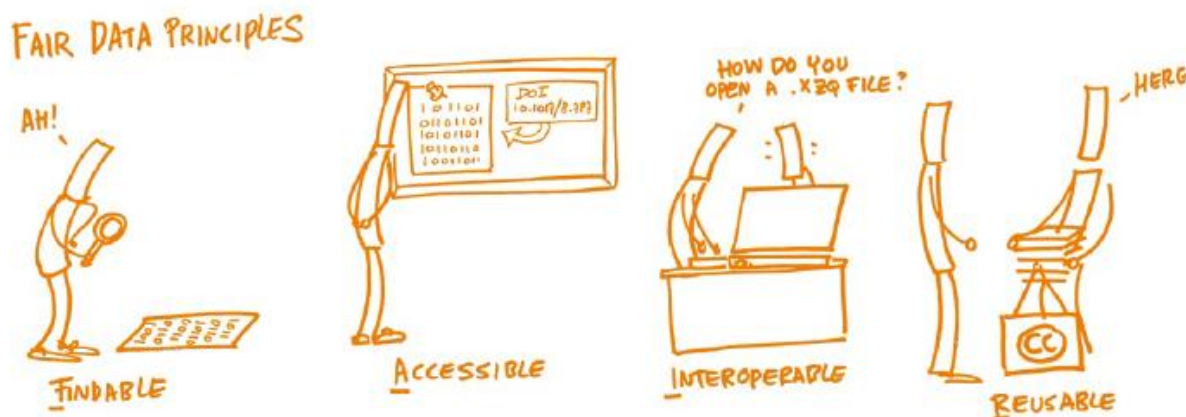
The approach used in the project is based on Open Science, focused on open dissemination and open materials.



It is generally accepted that Open Science leads to increased impact associated with wider sharing and re-use and could increase trust in science and in the reliability of scientific results.

In 2014, a core set of principles were drafted in order to optimise the reusability of research data, named the FAIR Data Principles. They represent a community-developed set of guidelines and best practices to ensure that data or any digital object are Findable, Accessible, Interoperable and Re-usable. This concept was used in VIBES in training design:

- **Findable:** The first thing to be in place to make data reusable is the possibility to find them. In VIBES cases, the training is available through an e-learning platform (aitemy learning)
- **Accessible:** The data can be retrievable by their identifier using a standardised and open protocol that guarantee a simple access. In this sense, the e-learning platform used, is intuitive and user-friendly.
- **Interoperable:** The data can be combined with and used with other data or tools.
- **Re-usable:** Ultimately, FAIR aims at optimizing the reuse of data. In this sense, VIBES created OERs (Open Education Resources) that could be used by other teachers and learners.



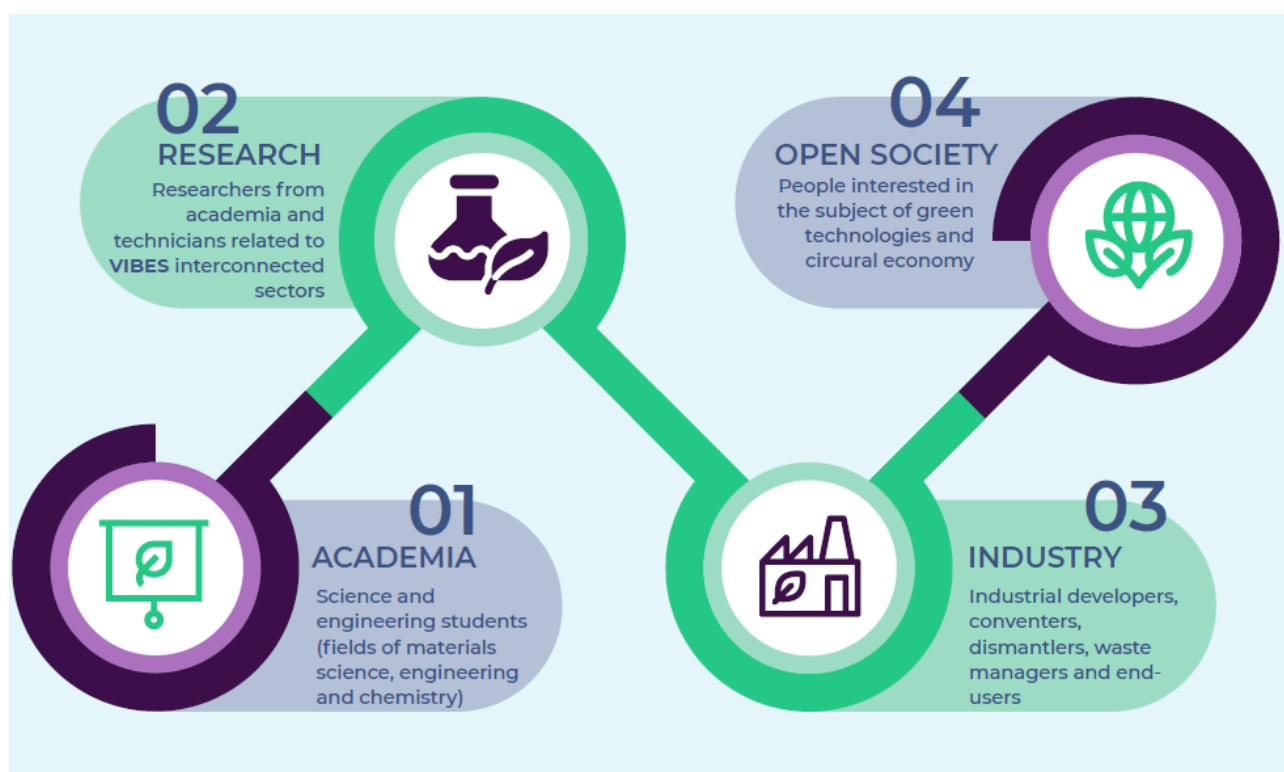
5.2 Objectives, Target Audiences and Themes

The training programme was designed and implemented with the aim of providing knowledge and skills on the topic of new recycling technologies for composite materials and the circular economy as well as to present and transfer the knowledge and results acquired during the project.

The training programme was promoted among the VIBES stakeholders that are included in the VIBES stakeholders' database as well as Universities and Education Centres and other relevant contacts of the consortium partners. The stakeholders' database was created by sharing relevant contacts and information among project partners using the "Contact List of VIBES Stakeholders" form (see Annex 1).

In particular, the training programme focused on the following types of stakeholders:

- Researchers from academia and technicians related to VIBES interconnected sectors (materials science, chemistry, chemical engineering, biotechnology, recycling and waste management)
- Industrial professionals who may potentially collaborate with and/ or be involved in the business that VIBES key exploitable results will generate (industrial developers, converters, dismantlers, waste managers and end-users).
- Science and engineering students (fields of materials science, engineering and chemistry), with the aim of creating a breeding ground of new talent for the creation of future jobs aligned with the new social and industrial needs.
- Anyone in the open society who is interested in the subject of green technologies and circular economy.



VIBES training is focused on some specific themes:

- Design and development of biobased materials
- Practical applications in industry
- Green technologies to recycle/reuse components.

VIBES validates a better use of resources demonstrating the high potential of the Circular Economy to implement a resilient energy union with forward-looking climate change policies. This validation is based on a technology evolution through scientific excellence (a first cost-effective recycling technology based on the development of smart BBM for the first time applied to composite thermoset plastic) which will equip the Chemical Industry to make Europe a stronger global actor and will use this knowledge to design and implement the training activities.

5.3 Training Methodology

The training activities were held in a variety of formats and methods, both in presence - workshops, technological breakfast and face to face courses - and remotely - online training. Certificates of attendance are envisaged for all the training sessions, both online and in presence after completing a test.

5.3.1 Face to face training sessions

Venues for the training events were selected carefully and minimum requirements were the availability of hardware (projectors/wide screens) and internet connection that allowed for interactive activities to engage the audience and of course to guarantee the necessary security of the audience (COVID pandemic is an example).

The training events have been organised in Spain and Ireland; to increase the engagement, local language is highly recommended for the national events.

Events occurring in presence allow for higher involvement of the audience and longer sessions of training that may deepen the participants' knowledge on specific topics addressed by the event.

5.3.2 Online training sessions

The advantage of online training is the wider coverage and the possibility to re-play and learn following a personal path and rhythm. Remote sessions however are usually less interactive and do not allow for a profound discussion of the thematic covered by the event.

In this case, the online training will be an e-learning course and a recording of the summer course. It is available to the public on **aitemy learning platform** (<https://aitemy-learning.com/gb/>) and through a link on VIBES website.

The online learning content allows trainees to undertake the course at their own convenience. Course material is offered via recorded video and presentation slides. Upon completion of the course, AITIIP can release certificates to those who passed the requirements.

A link was integrated with the VIBES website, allowing it to further become the single point of reference for VIBES trainees.

5.3.3 Evaluation

The course includes formative assessment. There are different types of exercises and can be automatically checked. There is also a questionnaire in the face-to face event to value the trainees satisfaction.

5.4 Training activities

The training is being articulated around the following channels.

1. Research workshops for researchers and technicians.
2. Summer course for students, replicated at the University of Limerick summer school.
3. Free access to training material, generated by the summer course, through AITIIP e-learning platform (aitemy), open for both students and society.
4. Technological breakfast and workshops at AITIIP facilities for industrial professionals.

In each course or workshop special care will be taken so that there is a gender equality among participants, a balance between male and female participants.



5.4.1 Research Workshops for researchers and technicians

Three research-oriented workshops were organised for researchers and technicians, gathering researchers from academia and industry related to VIBES interconnected sectors.

These workshops focused on researchers and technicians' profiles mainly coming from Spain and Ireland. The three workshops were organised following key milestones of the project, with the aim of transferring knowledge and gather feedback from peers.

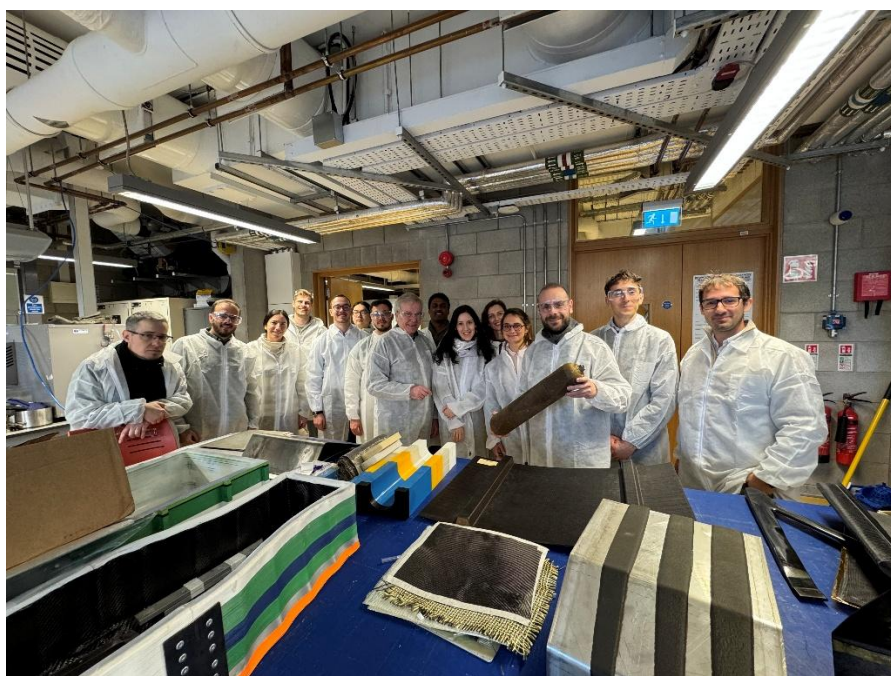
- On 17/12/2024, AITIIP organised a workshop on Circular Economy, providing a training session at AITIIP facilities (22 attendees).

Figure 26. Workshop about Circular Economy at AITIIP



- On 05/02/2025, AITIIP provided a training workshop about composites at the University of Limerick, especially focusing on VIBES results (16 attendees).

Figure 27. Workshop at University of Limerick



- On 13/02/2025, AITIIP provided a training workshop about VIBES results at the University of Zaragoza (15 attendees).

Figure 28. Workshop at University of Zaragoza



5.4.2 Summer Training Course

The training for students is oriented towards undergraduate (first degree) or postgraduate (MSc) students in the fields of materials science, engineering and chemistry. It will include a summer course, covering 30 hours of training. The course curriculum includes latest cutting-edge science and engineering topics in the main scientific and technological areas related to the VIBES project. The VIBES consortium partners prepare the content of the training. The training was launched in May 2023. Twenty-four (24) hours were developed as an e-learning course, with a final face to face Summer Course in PLATA.

The contents of the course were:

- Design and development of biobased materials
- Practical applications in industry
- Green technologies to recycle/reuse components.

The following contents has been developed:

Module 1: Design and development of strategies to include thermoset plastics into circular economy (10 hours)

Explanation: development of CANs and biobased resins

- CANs general approach what are these materials → 1.5 Hour
- Supramolecular approach → 2 Hours
- Vitrimer approach → 2 Hours
- D-A approach → 2 hours

- Synthesis of bio resins → 1.5 Hour
- Use of green solvents → 1 Hour

Module 2: Biobased and improved fibres a key for the success of a composite (8 hours)

Explanation: manufacture and modify the structure and chemical properties of the textile reinforcements used in composite materials

- Linseed material: Possible configurations and potential → 1.5 Hour
- Carbon fibre and chemical modification of its surface to boost its properties and allow recyclability → 2.5 Hours
- Fabrication of biobased CF & Sizings development → 2.5 Hours
- Scaling up and fabrication of biobased CF → 1.5 Hour

Module 3: Application of VIBES materials and technologies in the industry (6 hours)

Explanation: Within this module different sectors explain the interest, potential and applications that the developments of the project will have in their market

- Applications in the construction sector → 1.5 Hour
- Applications in the aeronautic sector → 1.5 Hour
- Applications in the naval industry → 1.5 Hour
- Potential of solvolysis in the industry of composites (B-circ) → 1.5 Hour

Module 4: Face-to-face summer course (6 hours)

- Composites, recycling techniques and their market impact.
- Use of enzymes as a method of recycling composites.
- Covalent networks in thermoset composite.
- Cutting of composite parts for better dismantling and recycling.
- Redesign of materials to include in a circular economy - Reinforcement and matrix.
- Visit to the facilities.

Under the coordination of AITIIP, the partners collaborated in the creation of the contents from 18th month of the project. The practical session was done in PLATA facilities on 15th September 2023 during around 6 hours. 16 persons participated directly and one through online connection. An evaluation was done at the end of the course.

The summer course was organised in Teruel Campus, a rural area in south Aragon region that belongs to the University of Zaragoza and located next to PLATA facilities which was visited in order to familiarise future employees with the industry environment of vision, problem identification and solution implementation from the circular economy perspective.

The summer course, organised jointly with "Antonio Gargallo" University Foundation, aims to promote cooperation between the University of Zaragoza, the Public Administrations of the Autonomous

The participation included 30 people in person and 25 online. Two LinkedIn posts about this training activity generated well over 5k impressions.

The agenda was the following:

- A quick fatigue assessment method for fibre reinforced composites. Dr Akshay Hejjaji (ULIM)
- Carbon Fibre production and life cycle assessment. Dr Anne Beaucamp (ULIM)
- New Resins, BBMs and Recycling. Dr Julio Vidal (AITIIP)
- Modelling and composite design Dr Giovanni Zucco (ULIM, School Of Engineering)
- Future CFRP products and commercial directions (Dr Saul Buchanan (JUNO Composites)
- Integrating Composites with Diverse Materials for Automotive and Aerospace Applications. Dr Kashif Bangash (ULIM)
- Latest techniques for composite manufacture. Dr Ronan O'Higgins (Head of School of Engineering, ULIM)
- Final comments Prof. Maurice N. Collins (ULIM)









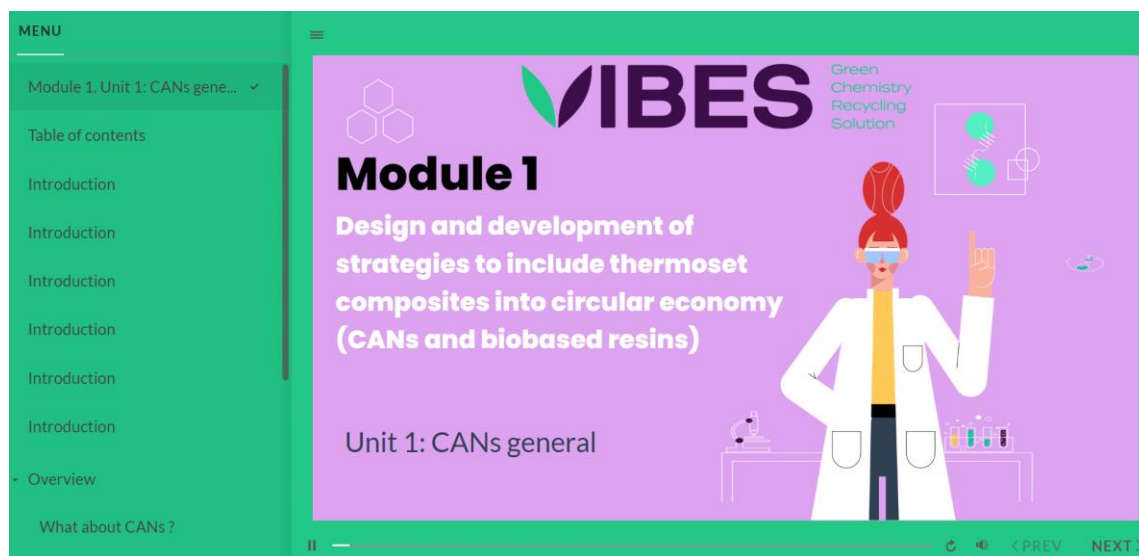
The visit to PLATA facilities can be replicated by ACCIONA and IDEC in their own premises.

In both cases, the course was in English to facilitate its implementation in each facility and encourage the participation of other students from any EU member-state.

In parallel to the above training, AITIIP and the University of Limerick (ULIM) have extended the research results generated by the project by launching 3 PhD theses. In addition, 1 PhD thesis was launched by SPECIFIC POLYMERS as part of the project's research activities.

5.4.3 E-learning

As it is mentioned previously, to develop the Summer Course online content was created that complements the practical activities.



The e-learning includes a menu so that the trainees can choose if they prefer a linear learning or their own path.

01 Overview
What about CANs?

Dissociative mechanism

Diels-Alder

Loss of crosslink integrity

Abrupt decrease of viscosity

Loss of network connectivity

Log η vs T_g/T

VIBES

BBI JU

This project has received funding from the programme under grant agreement No 101023190, the Bio-based Industries Consortium.

Diels-Alder adduct is one of the examples of dynamic bond with dissociative.

2020 research and innovation and innovation programme and

VIBES

BBI JU

Great!

PREV **NEXT**

It also includes speech and subtitles.

VIBES

This is an exercise

What are the different types of CANs?

☒ Dissociative ☐ Alternative

☒ Cohesive ☐ Associative

VIBES

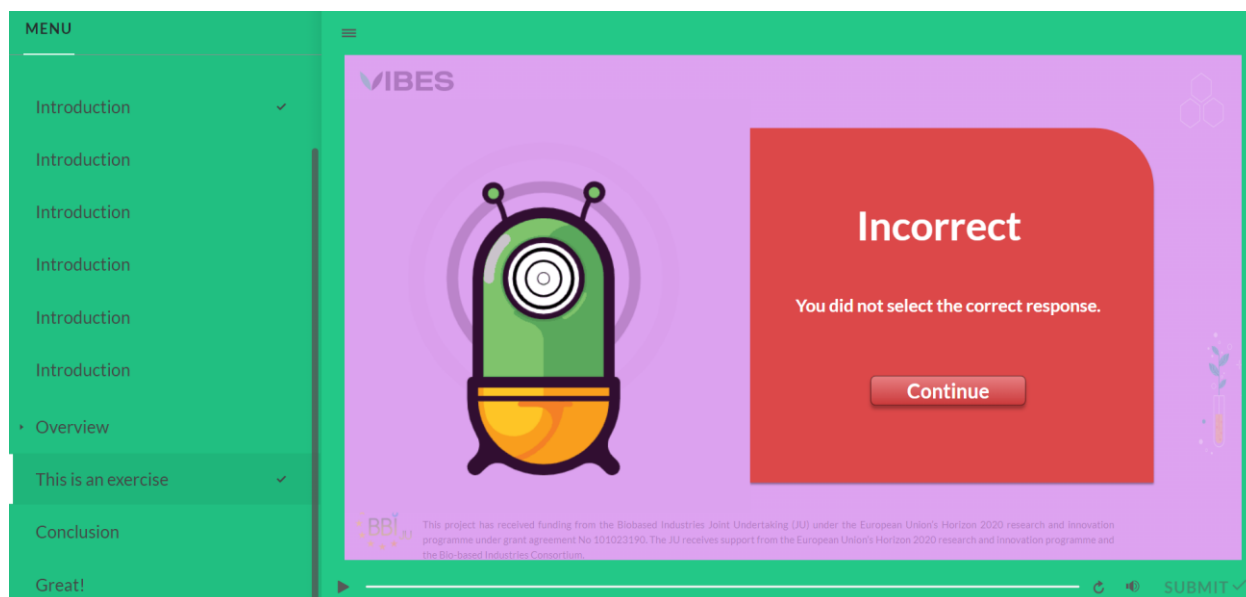
BBI JU

This project has received funding from the Bio-based Industries Joint Undertaking (JU) under the European Union's Horizon 2020 research and innovation programme under grant agreement No 101023190. The JU receives support from the European Union's Horizon 2020 research and innovation programme and the Bio-based Industries Consortium.

Great!

SUBMIT

The interactive exercises allow the trainees to check their knowledge.



If their answer is wrong, the course informs the trainees, and they can decide if they continue or return to the exercise through the menu.

In order to ensure open access to the developed content and maximise the returns to society, the summer course was recorded. An open version for a wider student audience and the society in general has been uploaded and made free for use through AITIIP e-learning platform, aitemy: <https://aitemy-learning.com/gb/>, also shared in the [training section](#) of the project website.

The e-learning content was made available as soon as the summer courses in Teruel and Limerick took place.

The e-learning content is expected to reach at least 100 students and other stakeholders interested in the technological areas related to the VIBES project.

A certificate is handed to those having finalised the summer training course, described in section 5.4.2, and the open e-learning version of the VIBES training programme.

5.4.4 Training for Industrial Professionals

The training for industrial professionals was organised by AITIIP. The language of the events was Spanish due to the fact that all the events were located in the Aragonese region.

- **1st Technological breakfast:** On 23/11/2023 AITIIP organised a workshop titled “Course on recycling and waste treatment” presenting the VIBES project in AITIIP facilities (14 attendees).

Figure 29. 1st Technological breakfast



- On 15/03/2024, in collaboration with PLATA, AITIIP organised a workshop on Green Composites addressed to industry, in which AITIIP gave a lecture about VIBES within a training session in PLATA facilities (70 attendees).

Figure 30. Workshop in PLATA





- **2nd Technological breakfast.** To increase the impact, AITIIP decided to prepare a second Technological Breakfast. It was done on 28/11/2024 in AITIIP facilities (22 attendees).

Figure 31. 2nd Technological Breakfast





5.5 Training activities calendar

#	Date	Venue	Format	Description	Audience
1	M24	Online (AITEMY platform)	Course	E-learning contents for design and development of biobased materials, practical applications in industry and green technologies to recycle/reuse components.	Academia, industry, open society
2	M27	Spain	Course	Summer school course. The practical training for students was oriented towards undergraduate (first degree) or postgraduate (MSc) students in the fields of materials science, engineering and chemistry. It included the e-learning contents, until covering 30 hours of training.	Academia, industry, open society
3	M30	Spain	Workshop	1st Technological breakfast organised at AITIIP facilities for industrial professionals in the fields addressed by the VIBES project. The language of the event was Spanish.	Industry
4	M34	Spain	Workshop	Demonstration workshop for industry professionals organised at PLATA facilities.	Industry

#	Date	Venue	Format	Description	Audience
5	M36	Ireland	Course	Summer school course. The training for students was oriented towards undergraduate (first degree) or postgraduate (MSc) students in the fields of materials science, engineering and chemistry. The course curriculum included latest cutting-edge science and engineering topics in the main scientific and technological areas related to the VIBES project.	Academia, industry, open society
6	M42	Spain	Lecture/seminar	2nd Technological breakfast organised at AITIIP facilities for industrial professionals in the fields addressed by the VIBES project. The language of the event was Spanish.	Industry
7	M43	Spain	Workshop	A workshop for researchers and technicians was organised at AITIIP, explaining the VIBES project and its results. The duration was half day. The language of the workshop was Spanish.	Academia, industry
8	M45	Ireland	Workshop	A workshop for researchers and technicians was organised at the University of Limerick. The duration was half day. The language of the workshop was English.	Academia, industry
9	M45	Spain	Workshop	A workshop for researchers and technicians was organised by AITIIP at the University of Zaragoza, presenting VIBES achievements. The duration was half day. The language of the workshop was Spanish.	Academia, industry

 Last updated: 28/4/2025																																																							
WP6: Communication, Dissemination and Training	2021							2022												2023												2024												2025											
	Jun M1	Jul M2	Aug M3	Sep M4	Oct M5	Nov M6	Dec M7	Jan M8	Feb M9	Mar M10	Apr M11	May M12	June M13	July M14	Aug M15	Sep M16	Oct M17	Nov M18	Dec M19	Jan M20	Feb M21	Mar M22	Apr M23	May M24	June M25	July M26	Aug M27	Sep M28	Oct M29	Nov M30	Dec M31	Jan M32	Feb M33	Mar M34	Apr M35	May M36	June M37	July M38	Aug M39	Sep M40	Oct M41	Nov M42	Dec M43	Jan M44	Feb M45	Mar M46	Apr M47	May M48							
	T6.1-Development of the communication, dissemination, and training plan																																																						
	Reporting on communication, dissemination and training activities																																																						
Achieving communication and dissemination KPIs																																																							
T6.2- Communication activities																																																							
Setting up a Stakeholders database and contact list																																																							
Design of project logo and visual identity																																																							
Design of project leaflets																																																							
Design of infographic																																																							
Production of promotional videos																																																							
Design of document and presentation templates																																																							
Image galleries																																																							
Project website development and reporting/ regular updates																																																							
Social Media accounts launch/ regular posts																																																							
e-Newsletters																																																							
Press releases																																																							
Participation in radio or TV programmes																																																							
Articles in press and industry magazines																																																							
Participation in events/ fairs/ info-days																																																							

D6.5: Report on Communication, Dissemination and Training Activities – Update 3, 20/05/2025	Page 84
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7. Performance Indicators, Monitoring and Reporting

7.1 Performance Indicators and Monitoring

The implementation of communication and dissemination strategy was monitored on an on-going basis according to the level of realisation of the communication and dissemination objectives and outcomes that were set up. The frequent evaluation of communication and dissemination activities allowed to monitor and measure their impact and, if necessary, adapt them in order to increase the project's visibility and awareness. The Communication, Training and Stakeholders Manager had the overall responsibility of the monitoring and evaluation of VIBES communication and dissemination activities, although the project partners were also expected to help by continuously monitoring and evaluating the publicity and communication activities they carried out.

Analytical measures and Key Performance Indicators (KPIs) were used in order to monitor the implementation and assess the impact of communication, dissemination and training activities. A number of metrics employed for the monitoring and evaluation of these activities are provided in the following Table, together with their target values. Beside the quantitative metrics indicated below, qualitative data were also gathered by eliciting feedback from stakeholders, on all occasions that allowed direct contact with them (e.g. roundtables, final event & workshop), and reported in the deliverable "D6.6 Feedback on key points from stakeholders' panel activities".

Table 10. KPIs and target values

Achievement KPI ¹	Target Value	Current Status	Impact KPI	Target Value	Current Status
Number of Stakeholders Board Members	At least 10 (at least 30% female)	13 (46 % female)			
Number of pieces of news posted on VIBES website	N/A	56	Number of visits to the VIBES website	15,000 unique visitors by the end of the project (indicative)	12,000

¹ The essential KPIs for monitoring the implementation of the communication, dissemination and training activities are marked in bold; they are those with target values that are specific and not indicative (specified in Annex 1 of the Grant Agreement). The rest of the KPIs are for assessing the impact of the communication, dissemination and training activities; they are considered as equally important, but their target values are indicative (unless they are specified in Annex 1 of the Grant Agreement).

Achievement KPI ¹	Target Value	Current Status	Impact KPI	Target Value	Current Status
Number of posts on VIBES social media accounts	N/A	254 (Twitter/X) 254 (LinkedIn) 254 (Facebook)	Number of followers in the VIBES social media accounts	2,000 followers (indicative) (Twitter, LinkedIn, Facebook, YouTube)	360 (Twitter/X) 802 (LinkedIn) 200 (Facebook) 18 (YouTube)
Number of project leaflets designed	2 (one in the beginning and one at the mid-end)	2	Number of distributed promotional materials	2,000 copies of leaflets distributed in project/external events (indicative)	1100
Number of project infographics designed	1	1			
Number of project videos produced	2 (one in the beginning and one at the end)	2	Number of project video viewers	500 (indicative)	610
Number of e-newsletters	8 (2 per year, covering the activities developed every semester)	8	Number of subscribers to e-newsletters	500 (indicative)	396
Number of press	At least 6	9	Number of press	N/A	19

Achievement KPI ¹	Target Value	Current Status	Impact KPI	Target Value	Current Status
releases (in English)			release publications in local media	N/A	16,980
			Number of citizens reached via media publications (press releases)		
Number of radio or TV programmes that VIBES was communicated to	2	3			
Number of articles published in industry magazines	At least 4	4	Number of industrial stakeholders reached via media publications (industry magazines)	1,500	4,620
Number of events /fairs/ info-days in which partners participated presenting VIBES	At least 6	39	Number of stakeholders (industry) reached via VIBES participation in exhibitions and trade fairs		
			Number of participants (industrial stakeholders & policy makers) in events in which partners presented VIBES	500	1,300

Achievement KPI ¹	Target Value	Current Status	Impact KPI	Target Value	Current Status
Number of scientific papers published	At least 6 (at least 4 articles in scientific journals and 2 posters in conferences)	13 (articles in scientific journals) 3 (posters in scientific conferences)			
Number of scientific conferences in which partners participated presenting VIBES	At least 3	37	Number of participants (scientific community & industry) in scientific conferences in which partners presented VIBES	3,000	4,712
Number of COMPOSIFORUM international events organised	At least 2	1	Number of participants in COMPOSIFORUM international events	100 participants (indicative) (at least 30% female - indicative)	80
Number of demonstration workshops organised for industry and stakeholders	3	3	Number of participants in the demonstration workshops	50 participants in total (indicative) (at least 30% female – indicative)	77
Number of other workshops organised	N/A	5	Number of participants in other organised workshops (industry & scientific community; primary & secondary school	N/A	58 (industry & scientific community) 91

Achievement KPI ¹	Target Value	Current Status	Impact KPI	Target Value	Current Status
			students)		(primary & secondary school students)
Number of organised roundtables	2	2	Number of stakeholders that participated in roundtables	10 per roundtable	At least 20 participants per roundtable 6 stakeholders per roundtable
			Number of participants in the Final Conference	At least 100 participants (indicative) (at least 30% female - indicative)	59
Number of summer training courses, organised as part of the training programme	2	2	Number of participants in the summer training courses	30 students per course (at least 30% female - indicative)	46 in total (onsite) 26 in total (online)
			Number of participants on e-learning platform: AITEMY	At least 100 participants (indicative) (at least 30% female - indicative)	159
Number of research-oriented workshops organised for technicians and professionals	3	3	Number of professionals (academia and industry) participated in training (research-oriented,	At least 100 (indicative) (at least 30% female -	

Achievement KPI ¹	Target Value	Current Status	Impact KPI	Target Value	Current Status
from academia and industry, as part of the training programme			technological breakfast, workshop)	indicative)	
Number of training activities for industrial professionals, organised as part of the training programme	2 (one technological breakfast and one workshop)	3 (two technological breakfasts and one demonstration workshop)			
Number of MSc theses launched	3	N/A			
Number of PhD theses launched	2	4			

The target of reaching 100,000 citizens refers to more than one communication KPIs, including number of citizens reached through project website visits, project social media, project video views, e-newsletters, published articles/press releases, as well as the consortium partners' social media and other external digital channels. In total, it has been estimated from available data that at least **34,000 citizens** have been reached through communication activities. However, there are not enough data available, as reported by project partners' activities, which can be used to correctly estimate the total figure of citizens reached.

Due to the lack of specific data for certain communication and dissemination activities, circulation data of media used for publications of articles and press releases as well as the number of visitors to exhibitions and trade fairs attended, provided an indication of the potential number of stakeholders reached. Based on this approach, relevant data indicate a **potential outreach** to at least **200,000 citizens** and **90,000 stakeholders from industry**.

In addition, certain strategic steps regarding online communication have been adjusted, trying to reach the corresponding targets:

- The number of VIBES social media posts has increased by posting twice per week in each social media account of the project; this approach has significantly increased the VIBES social media followers, in particular the LinkedIn followers.
- The e-newsletter subscribers have been linked to LinkedIn followers by publishing e-newsletters through VIBES LinkedIn account; this approach has had an immediate impact in significantly increasing the number of people that the e-newsletters reached.

- The VIBES social media posts have provided direct links to specific sections of the VIBES website with interesting content, such as news, video, training material, publications etc., attracting more visitors to the project website.
- Paid campaigns through X (Twitter) also attracted visitors to the project website. The first paid campaign started in October 2024 and ended in December 2024, resulting in a significant increase of new visitors to the project website. We therefore continued with a second paid campaign on X until the end of April 2025. Paid campaigns were also tried on LinkedIn but they did not result in any significant increase in the number of project website visitors.
- The communication with sister projects and other initiatives has been intensified, leading to an increase of reposts of our news and social media posts in their online channels, and vice versa; this approach has provided interesting material for our online channels while it has also had an immediate multiplier effect in reaching a wider audience.

It has been made evident that the number of unique visits to the VIBES website has significantly increased by following the above strategic steps. Furthermore, based on the available information, other communication and dissemination activities have proven to be quite effective in reaching and even exceeding the target values, such as publication of articles and press releases in local press and industry magazines and participation to events such as exhibitions and trade fairs.

7.2 Reporting

Communication and dissemination reporting was essential for keeping track of all the communication and dissemination activities that were carried out. Therefore, the project partners were expected to continuously report all their relevant activities on a six-months periodic report and to contribute to the continuous monitoring of VIBES communication and dissemination activities.

In order to facilitate the reporting of each communication and dissemination activity undertaken, four reporting tools were designed and shared with all partners, as shown in the following Table.

Table 11. Reporting tools for monitoring communication and dissemination activities

Annex	Reporting Tool	Coverage	When
11	Communication and Dissemination Reporting Template	All communication and dissemination activities, which partners were involved in during each project semester.	Every 6 months
12	News Reporting Template	News about project developments which partners were involved with.	Throughout the project
13	Event Reporting Form	Any event organised by the partners.	Within 30 days following the completion of the event

Annex	Reporting Tool	Coverage	When
14	External Conferences and Events Template	Any external conference/ event identified by partners, which was considered relevant to VIBES and beneficial to attend.	Throughout the project

7.2.1 Communication and Dissemination Reporting Template

At the end of each project semester, all partners were expected to complete the “Communication and Dissemination Reporting Template” (Annex 10), reporting all communication and dissemination activities that they carried out in the corresponding semester.

This template is an Excel file that was completed by each partner at the end of each project semester and sent to Q-PLAN, providing all the required information. The European Commission collects all these data from the Communication, Training and Stakeholders Manager (Q-PLAN). Therefore, for each activity each partner should indicate the following information:

- Partner name
- Date of activity (in order of occurrence / earlier first)
- Place of activity (online or physical location)
- Type of activity (selected from a drop-down list)
- Title of publication or event (if applicable)
- Title of article or presentation (if applicable)
- Type of audience (selected from a drop-down list)
- Size of audience (number of persons per type of audience)
- Language used / countries reached out
- Role and description of partner organisation’s involvement
- Type of project promotional material used (e.g. leaflets, infographic, project presentations)
- Quantity of project promotional material handed out (number of copies distributed per promotional material)
- Other partners or external organisations involved
- Short description of the activity
- Evidence: URL, screenshot, photo (given that the target group has given its consent)
- Significant contacts made (if relevant)
- Other comments (if relevant)

7.2.2 News Reporting Template

Partners were expected to share news about important project developments, including project approach, methodologies and results, organisation of events etc., by completing the “News Reporting Template” (Annex 11). The completed news reporting template should include the following information:

- News title
- News main content / description (a couple of paragraphs)

- Key words / hashtags (for social media)
- Relevant picture (if available)

The completed news reporting template should be sent to Q-PLAN, in order to communicate the corresponding news on the project's website and social media.

7.2.3 Event Reporting Form

For each completed event (workshop, roundtable, final event etc.), partners were requested to complete the "Event Reporting Form" (Annex 12) providing information regarding the event that they were involved in. This form should be sent to Q-PLAN within 30 days after the end of the event and the event should also be communicated to Q-PLAN, in advance, for promotional purposes.

The event form is a structured document that should include the following information:

- Event data (title, date, venue, organisers, type and number of attendees including % of female attendees, duration)
- Goals and relevance to the project
- Organisation of the event (if applicable)
- Dissemination activities within the event
- Structure of the event
- Outcomes of the event
- Evaluation of the event
- Annexes (list of participants, agenda, photos, presentations, if applicable)

7.2.4 External Conferences and Events Template

The "External Conferences and Events Template" is an Excel file (Annex 13), that partners could complete each time they identified an external event (e.g. conference, workshop, etc.) relevant to VIBES and in which VIBES partners might be interested in participating to promote or present the project. Each partner should share this file with Q-PLAN, which would then be communicated to all project partners.

For each identified external conference or any other relevant event, each partner should indicate the following information:

- Event Name
- Thematic Focus
- Date and Location
- Registration Fees
- Specific requirements for participation
- Deadline for abstract submission (if applicable)
- Link to event website
- Name of partner

8. Conclusions

The current document constitutes the third and final updated version of the “Report on Communication, Dissemination and Training Activities” of the VIBES project. It has been developed by Q-PLAN, in collaboration with AITIIP and input from all partners, under Work Package 6 “Communication, dissemination & training”.

With reference to the initial report elaborated in D6.2. and its first and second updates elaborated in D6.3 and D6.4, this report describes the objectives and the defined framework of project’s communication, dissemination and training strategy and provides a final update of the implemented communication, dissemination and training activities and corresponding channels, following the experience of the 48 months of the project implementation.

The project consortium has managed to create a consistent and recognisable visual identity and branding for the VIBES project and has made considerable efforts to reach out to the targeted stakeholder groups and relevant networks. Our communication, dissemination and training activities have been focused on raising awareness about the project’s approach and development, through the project online media, activities, synergies, contribution with new knowledge and through participation in relevant events.

Our latest efforts have been focused on deepening the connections made and networks built in local and EU context, to maximize the visibility and outreach of VIBES. To this end, all partners have kept on actively contributing to the communication and dissemination activities through the exploitation of the defined dissemination tools and channels, promoting and multiplying publicity of the project’s aims and achievements and disseminating targeted messages to all relevant stakeholders.

By communicating and disseminating the project’s tangible and intangible results and achievements through the most effective channels and tools to timely reach the targeted groups, VIBES has been able to not only go beyond its ambitious Key Performance Indicators (KPIs) but most importantly to lay the foundations for the successful rollout, replication and thus sustainability of its outcomes.