



Project Acronym: **GAIN**

Project Full Title: **Georgian Artificial Intelligence Networking and Twinning Initiative**

Grant Agreement Number: 101078950

HORIZON EUROPE - WIDERA-2021-ACCESS-03 (Twinning)

WEBSITE: [www.gain-twinning.eu](http://www.gain-twinning.eu)

Project Start Date: 1<sup>st</sup> October 2022

**Deliverable D.6.2. Project online management platform**

Dissemination level:	Sensitive
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Type:	Report
WP / Task responsible:	MICM

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### 1. Executive Summary

This document describes the process of preparation of the **Deliverable D.6.2, Project online management platform** of the project GAIN.

Document History			
Version	Date	Contributors	Description
1	08/12/2022	J. Alexandersson – DFKI; G. Giorgobiani, T.Saginadze - MICM	Project online management platform
2	13/12/2022	J. Alexandersson – DFKI; G. Giorgobiani, T.Saginadze - MICM	Project online management platform
3 (Final)	28/12/2022	J. Alexandersson – DFKI; G. Giorgobiani, T.Saginadze - MICM	Project online management platform

## 2. Introduction

Project online management platform is the part of the „Coordination, communication and administration infrastructure“ (Task 6.3), developed as the fast and effective communication, coordination and management system of the project. This is the internal project information platform, a documents repository and a ticketing system for the task management. According to the decision of the Project Steering Board (see the „Meeting Minutes“ at [https://www.gain-twinning.eu/wp-content/uploads/2022/12/Meeting-Minutes\\_Kick-Off.pdf](https://www.gain-twinning.eu/wp-content/uploads/2022/12/Meeting-Minutes_Kick-Off.pdf)) the platform is structured in the google drive.

## 3. Project online management platform

**Access** - <https://drive.google.com/drive/u/0/folders/1KV23IIPtgtLtFpiaVWasLB0XyoyKvZdp>

The main folders are (Fig. 1):

- Deliverables,
- Development,
- Meetings,
- Organizational,
- Publications,
- Resources.

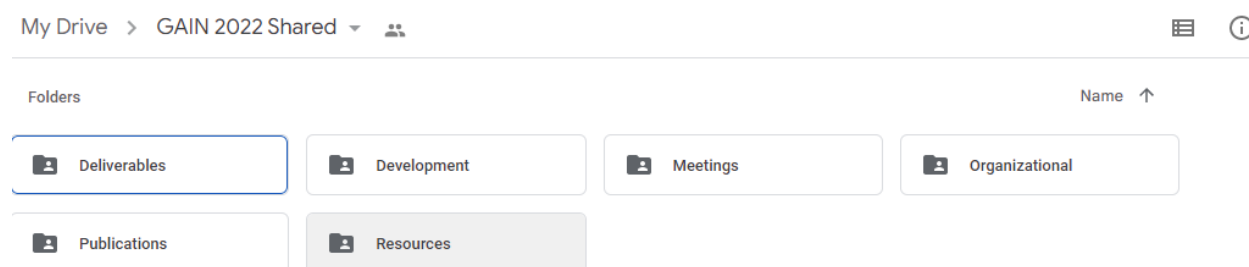


Figure 1.

### 3. 1. Deliverables

Folder Deliverables contains the submitted deliverables, currently D 1.1 (Figures 2, 3):

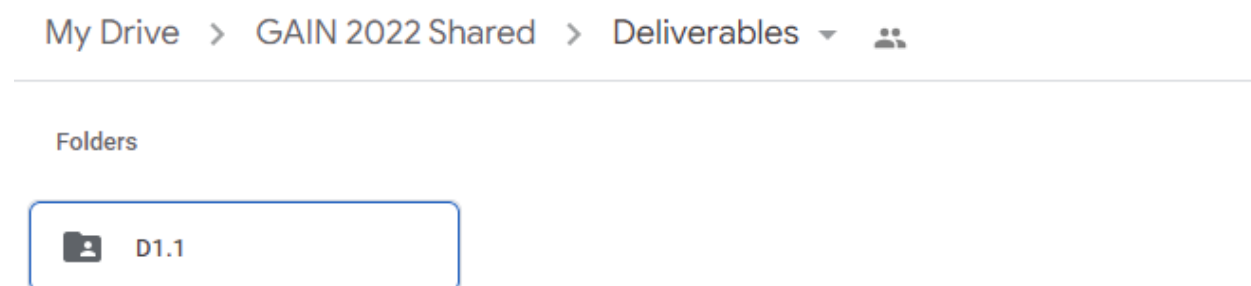


Figure 2

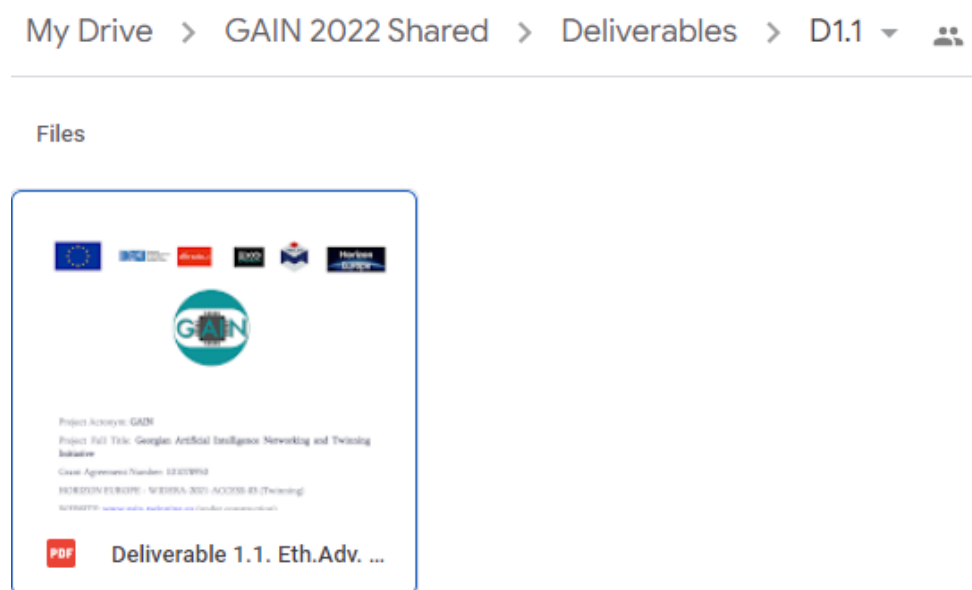


Figure 3

### 3.2. Development

Folder Development (currently empty) will contain various development material.

### 3.3. Meetings

Folder Meetings currently contains subfolder „Possible Projects“ with 6 sub-subfolders with the records and presentations given at various project meetings, webinars etc. (Figure 4), and an excel file with the list of meetings. This material is the basic tool for defining the TRIP Framework Parameters of Deliverable 2.1. (see. excel file „mapping list D2.1“).

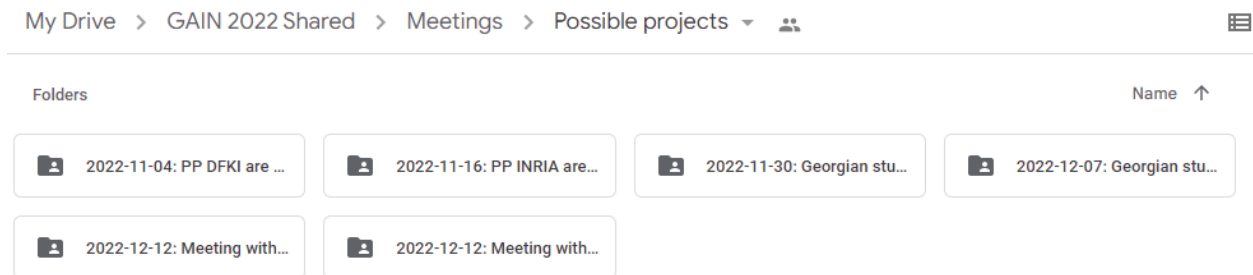


Figure 4.

### 3.4. Organizational

Folder Publications contains subfolders (Figure 5):

- ✓ docs
- ✓ EU
- ✓ Partners persons

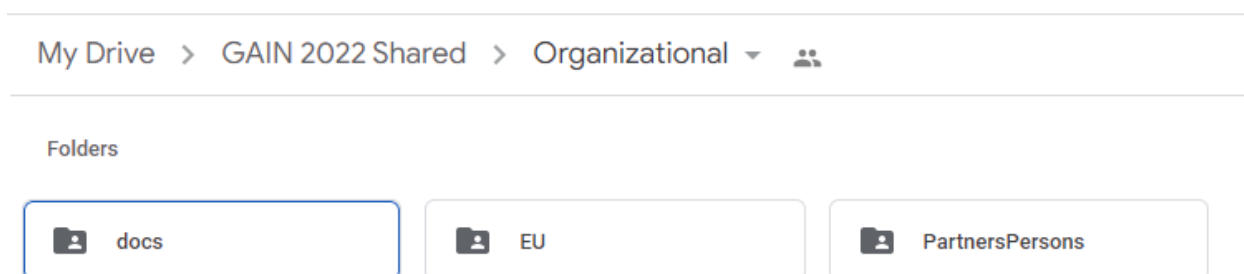


Figure 5.

**Subfolder „docs“** contains the contacts list of the project partners and the special mapping form in the excel sheet „Tasks“ expressing the cooperation interests (Figure 6):

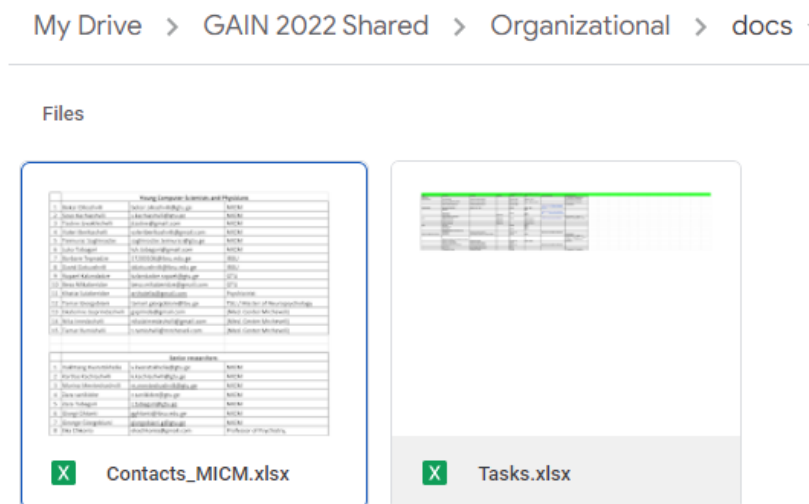


Figure 6

**Subfolder „EU“** consists of 3 sub-subfolders (Figure 7):

- DoW
- Negotiation
- Proposal

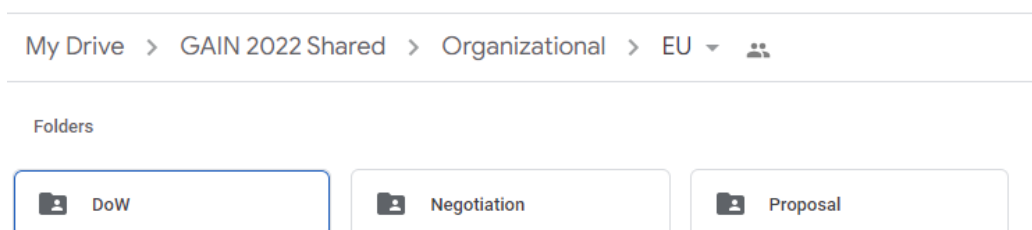


Figure 7

- ✓ **sub-Subfolder DoW** contains the parts A and B of the Project;
- ✓ **sub-Subfolder Negotiation** contains the Grant Agreement;
- ✓ **sub-Subfolder Proposal** is currently empty, will contain the proposals created within the project, if any.
- ✓ **Subfolder „Partners persons“** contains information about the project partners, e.g. CV-s, awards, etc.

### 3.5. Publications

Folder Publications (currently empty) will contain the subfolders with the project publications by years (Figure 8):

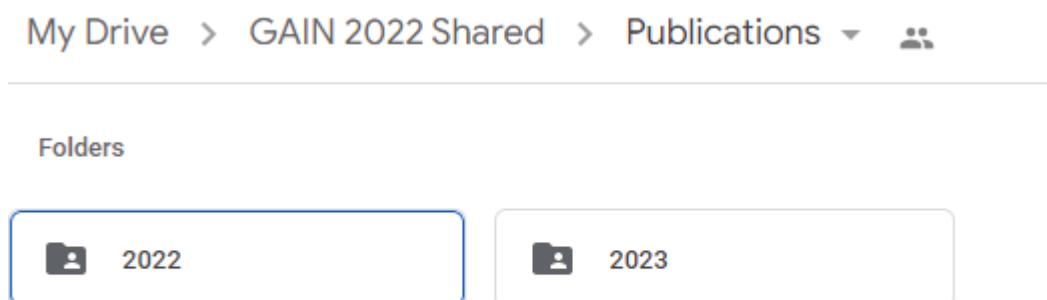


Figure 8.



### 3.6. Resources

Folder Resources (currently empty) contains the subfolders

- ✓ internal
- ✓ Masters

and will be used to store project internal data, other used resources of the project.

## 4. Conclusions

This document describes the current state of the Online Management Platform of the GAIN project. During the Project lifetime the Platform will evolve and the content will expand.