



Deliverable 3.3 - Electronic forum for discussion of issues related to MAES in Europe Overseas.

Acronym: MOVE

Title: MAPPING AND ASSESSING THE STATE OF ECOSYSTEMS AND THEIR SERVICES IN THE OUTERMOST REGIONS AND OVERSEAS COUNTRIES AND TERRITORIES: ESTABLISHING LINKS AND POOLING RESOURCES

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Summary
<p>This report explains the rationale, and illustrates the structuring and implementation of a moderated Electronic Forum for the MOVE project. It relates to work carried out within “Activity 3 - Knowledge sharing and information repository”, and more specifically “Task 3.3 – Knowledge sharing”, of the project.</p> <p>This report is structured in TWO parts. PART I illustrates the rationale behind the development of the MOVE Electronic Forum. It starts by illustrating the main decisions taken by the involved Consortium Partners (i.e. UNITN, FRCT, ABAS) towards structuring the Electronic Forum. Hence, it describes the structure of the Electronic Forum proposed by UNITN and its implementation in the project website by the ABAS team. It concludes with some recommendation to populate, test, and improving the Electronic Forum to meet the overall aim of the MOVE project, i.e. involve policy makers, researchers and the civil society in the development of methodologies for mapping and assessing the state of ecosystems and their services in Outermost Regions and Overseas Countries & Territories. PART II of the report consists of a user manual for the management of the Electronic Forum. It includes technical guidance for the Forum Web Administrators on how to (i) register users and assign security roles, (ii) create categories and new discussion threads, and on (iii) how to moderate messages and topics.</p>



Publishable Summary

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This report is structured in TWO parts. **PART I** illustrates the rationale behind the development of the MOVE Electronic Forum. It starts by illustrating the main decisions taken by the involved Consortium Partners (i.e. UNITN, FRCT, ABAS) towards structuring the Electronic Forum. Hence, it describes the structure of the Electronic Forum proposed by UNITN and its implementation in the project website by the ABAS team. It concludes with some recommendation to populate, test, and improving the Electronic Forum to meet the overall aim of the MOVE project, i.e. involve policy makers, researchers and the civil society in the development of methodologies for mapping and assessing the state of ecosystems and their services in Outermost Regions and Overseas Countries & Territories. **PART II** of the report consists of a user manual for the management of the Electronic Forum. It includes technical guidance for the Forum Web Administrators on how to (i) register users and assign security roles, (ii) create categories and new discussion threads, and on (iii) how to moderate messages and topics.



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About Deliverable 3.3 The MOVE Electronic Forum

1. Background

1.1 Overall aim of the MOVE project

MOVE - facilitating MAES to support regional policy in Overseas Europe, mobilizing stakeholders and pooling resources – is a pilot project that intends to involve policy makers, researchers and the civil society in the development of methodologies for mapping and assessing the state of ecosystems and their services in **Outermost Regions (ORs) and Overseas Countries & Territories (OCTs)**. It advocates a coordinated and synergistic approach to turn the geographical, political and knowledge base fragmentation of these entities into assets, pooling resources and building robust participatory tools.

The project will start by assessing the state of the art of the MAES (**Mapping and Assessing Ecosystem Services**) exercise within the participating overseas regions, and by inventorying and motivating the human and material capacities present in each of them. It will then choose as case studies 4 specific regions and a particular contribution on which to focus the work of a dedicated team of local experts, policy makers and civil society members, pooled from across the OR and OCTs. Besides producing a tangible contribution for the MAES exercise, this project aims to demonstrate the possibility and the benefit of a bottom-up approach, involving and capacitating local actors.

1.2 Activity 3 and Task 3.3 on transfer of Knowledge

In the MOVE project, knowledge related to mapping and assessment of ecosystems and their services, collected in the project and other relevant initiatives in the ORs and OCTs as well as the European mainland, shall be shared to create synergies and make most use of efforts and available resources. Therefore, **Activity 3** and specifically **Task 3.3** of the MOVE

project are aimed at facilitating the transfer of knowledge from existing expert teams to support the practical MAES implementation in the EU ORs and OCTs. Similarly, they will contribute to transferring back to the EU Member States and the European Commission the results of the project and the ongoing MAES implementation from the EU ORs and OCTs. This knowledge sharing will (i) help raise awareness of the role of the ORs and OCTs in the conservation of biodiversity and the supply of multiple ecosystem services from local to global level, and (ii) support to fulfill the requirements of the EU Biodiversity Strategy’s Action 5 in all EU member states including ORs, OCTs and marine areas.

Operationally, in Activity 3, Knowledge sharing will take place in different ways, including via **moderated online discussion forums** (the main object of this Deliverable report), during project Workshops, and through webinars on the project website.

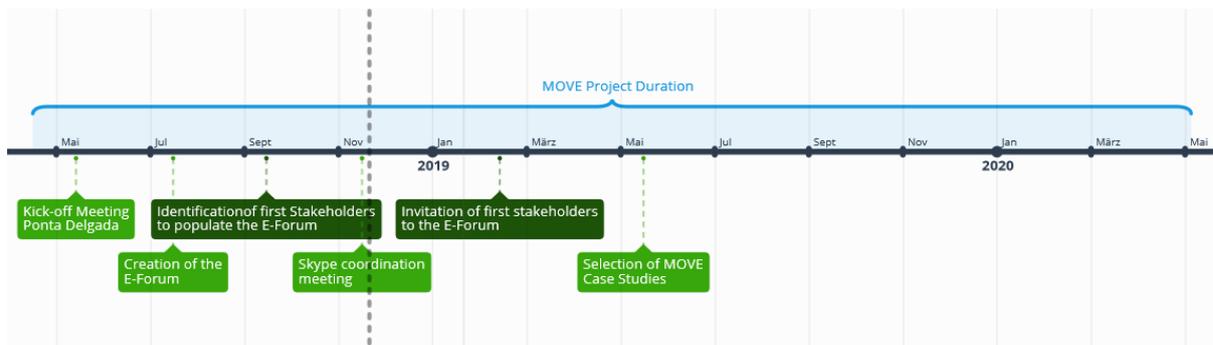


Figure 1. Overview of the milestones towards establishing the MOVE Electronic Forum



2. Aim and structure of this report

This report relates to "**Deliverable 3.3** - *Electronic forum for discussion of issues related to MAES in Europe Overseas*", i.e. the work carried out in "**Task 3.3** – *Knowledge sharing*", within "**Activity 3** - *Knowledge sharing and information repository*". Specifically, it illustrates the rationale, and the development of a **moderated Electronic Forum** for the MOVE project, coordinated by UNITN together with FRCT and ABAS.

The report is structured into two parts. PART I illustrates the aim of Activity 3, and specifically of its related "Task 3.3 – Knowledge sharing", and the main decisions taken by the involved Consortium Partners (i.e. UNITN, FRCT, ABAS) towards structuring the Electronic Forum. Following, it describes the proposed structure of the Electronic Forum. PART II is dedicated to the actual implementation of the Electronic Forum within the MOVE project website. The report concludes with some recommendation to populate, test, and improving the Electronic Forum to meet the overall aim of the MOVE project, i.e. involve policy makers, researchers and the civil society in the development of methodologies for mapping and assessing the state of ecosystems and their services in Outermost Regions and Overseas Countries & Territories.

PART I- Rationale of the MOVE Electronic Forum

3. Structuring and implementation of the Electronic Forum

3.1 Steps towards structuring the Electronic Forum (May 2018)

The structuring of the **MOVE Electronic Forum** started during the project kick-off meeting held in **May 2018**, in the city of Ponta Delgada. Following discussion with the involved partners, it was decided that the Forum could be organized around the **stakeholders groups** to be identified within **Activity 2¹, Task 2.1²** of the project. The idea here was that each region would start with a survey, and then would engage relevant stakeholders (even before the identification of case studies) throughout the whole project duration. Thus, the Electronic Forum would serve to facilitate communication and foster interaction with, and between the stakeholders. Further, through the Electronic Forum, stakeholders would be linked to relevant material (case studies, references, etc.) produced by the Working Group of MAES and other relevant initiatives.

At this stage, other crucial aspects discussed relate to the establishment, the moderation and the population of the Electronic Forum. Operationally, the ABAS team was responsible for setting up the Electronic Forum (by July 2018), while the FRCT and UNITN team would start populating it with “threads” for the different regions: Macaronesia (Azores; Canaries), Caribbean (Martinique; Bonaire), Amazonia (French Guiana); Indian Ocean (La Reunion) and South Atlantic (Falkland), to be then further subdivided into case studies.

More specifically, moderating the Electronic Forum would be split between FRCT and UNITN. FRCT would take over the general moderation activities, whilst the UNITN team would help link the stakeholder’s questions to resources, pointing at specific repositories, publications, past experiences etc. Noteworthy, the Electronic Forum is mainly to interact

¹ Activity 2 – Engaging stakeholders to assess the state of the art and prioritize project contributions

² Task #27: 2.1. -Describing the governance structure and mapping the stakeholder landscape



with stakeholders of the MOVE project, i.e. to put stakeholders in touch with one another, to update them on ongoing activities within the regions, project updates or relevant scientific knowledge. To this end, the stakeholders to be invited to join the forum will be identified through different deliverables of the MOVE project. The initial stakeholder interaction will be of utmost importance, as it will shape the selection of the MOVE project case studies. Later on, the Electronic Forum can reflect the analysis and results of the case studies.

3.2 Further steps towards implementation (November 2018)

Following the Kick-off Meeting, in November 2018, a Skype meeting was held to discuss the details of the MOVE Electronic Forum. This meeting involved members of the FRCT, ABAS and UNITN teams, and the following operational decisions were taken:

- Anyone should be able to register. User's full name is mandatory, but details of affiliation and line of work are optional.
- Administrators/moderators are to be FRCT (José Azevedo, João Torres) and UNITN (Davide Geneletti & Blal Adem Esmail). They should be able to: (i) Create discussion topics; (ii) Erase users; (iii) Erase specific entries.
- New posts are directed to the email of all the users. These could have a system to receive each message as it is posted, or as a daily or weekly digest. If possible, it would be nice to have the possibility to reply from the email inbox.
- UNITN will make a proposal for the structure of the discussion lines on the Electronic Forum, along these lines: (a) One discussion line for each region, to discuss the local case study proposals; (b) One discussion line for each case study, once they are approved; (c) General discussion lines, e.g. on methodology.
- The forum should be open for the public to read, but only registered users can post. Moreover, reference should be made to the European Data Protection Directive.



4. Proposed structure and implementation of the Electronic Forum

4.1 Proposed structure of the Electronic Forum

In line with the aim of Activity 3 – i.e. facilitating the transfer of knowledge from Europe mainland to support the MAES implementation in the EU ORs and OCTs – and the agreed upon decisions described above, the following initial structure was proposed for the MOVE Electronic Forum. The structure consists of three main categories, namely, Forum Management, Geographic issues, and Thematic Issues. Forum management is dedicated to addressing question related to using the Forum itself, and it includes guidelines for use and troubleshooting. Geographic issues hosts the discussion among local partners and stakeholders, within the identified regions, i.e. Macaronesia (Azores; Canaries), Caribbean (Martinique; Bonaire), Amazonia (French Guiana); Indian Ocean (La Reunion) and South Atlantic (Falkland), to be then further subdivided into case studies. Finally, thematic issues will be used to discuss cross-cutting issues, starting from the Case Studies. As the project develops, if necessary, further categories and subcategories can be created to facilitate the communication with the stakeholders.

4.2 Implementation of the Electronic Forum

The actual implementation of the MOVE Electronic Forum was coordinated by the team from ABAS. Figure 2 shows the front-page, which is directly accessible from the MOVE project website³. Functions already active in the Electronic Forum include the registration and login commands, which allow the users to insert their data and to start inserting posts (more details in PART II). The Forum has been activated on-line in January 2019.

³ <https://moveproject.eu/community/>



MAPPING AND ASSESSING THE STATE OF ECOSYSTEMS AND THEIR SERVICES IN THE OUTERMOST REGIONS AND OVERSEAS COUNTRIES AND TERRITORIES: ESTABLISHING LINKS AND POOLING RESOURCES

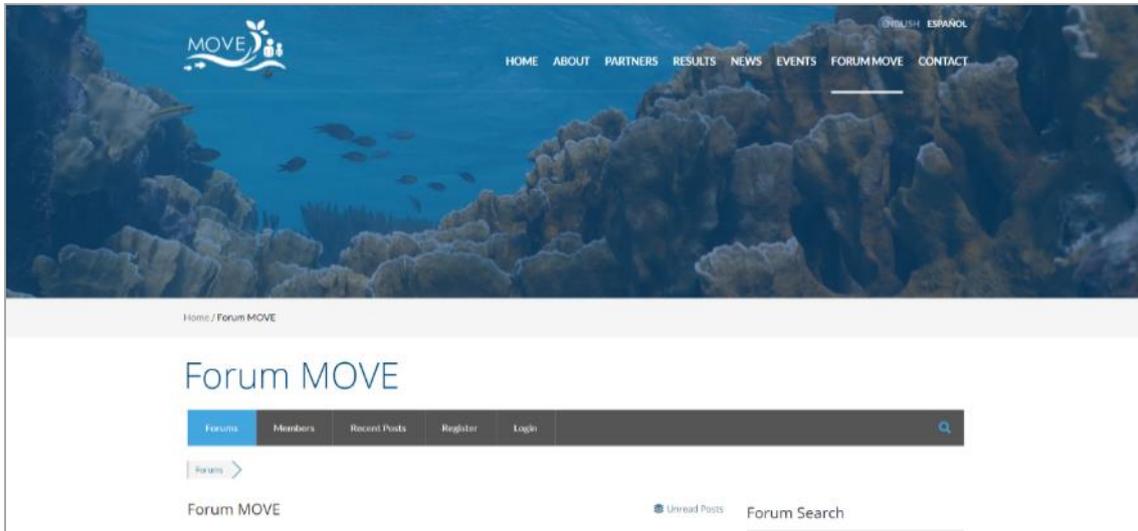


Figure 2. Front-page of the MOVE Electronic Forum, accessible from the project website (<https://moveproject.eu/community/>).

As for the structure of the Electronic Forum, Figure 3 shows its articulation according to the three categories mentioned above, i.e. Forum management, Geographic Issues, and Thematic Issues. Noteworthy, this initial version of the Electronic Forum, if necessary, can be improved based on the feedback from the users.

Forum MOVE

Forums
Members
Recent Posts
Register
Login
🔍

Forums >

MOVE Forum 🔔 Unread Posts

Forum management	Topics	Posts
💬 Guidelines for use What is MAES, and what is this Forum for.	0	0
💬 Troubleshooting Have any questions about the Forum? This is the place to look for an answer.	0	0

Geographic issues	Topics	Posts
💬 Azores What case studies would be interesting for the Azores? (A discussão pode ser feita em português)	0	0
💬 Canaries What case studies would be interesting for the Canaries? (La discusión se puede hacer en español)	0	0
💬 Martinique What case studies would be interesting for Martinique? (La discussion peut se tenir en français)	0	0
💬 La Reunión What case studies would be interesting for La Réunion? (La discussion peut se tenir en français)	0	0
💬 French Guiana What case studies would be interesting for French Guiana? (La discussion peut se tenir en français)	0	0
💬 New Caledonia What case studies would be interesting for New Caledonia? (La discussion peut se tenir en français)	0	0
💬 Bonaire What case studies would be interesting for Bonaire?	0	0
💬 Falkand Islands What case studies would be interesting for the Falkland Islands?	0	0

Thematic issues	Topics	Posts
💬 Case Studies Presenting and fine-tuning possible case studies.	0	0

Forum Search

➤

Recent Posts

Recent Topics

Figure 3. Structure of the MOVE Electronic Forum with three categories: (i) Forum Management, (ii) Geographic Issues, and (iii) Thematic Issues.



PART II- User manual – Forum management

5. Technical guidance for managing the Forum

5.1 Forum Web Administrators

FRCT: João Torres

Università degli Studi di Trento: Davide Geneletti

5.2 Register users and assign security roles

There are two ways of creating new users in the MOVE Forum, by registering in the wordpress administration panel or by registering directly in the forum. To access the administration panel the following password will be needed.

MOVE Website – Account Management

<https://moveproject.eu/wp-login.php>

To register users from the wordpress administration panel, it is necessary to log in with an administrator account. Once logged in, select *Users* -> *Add new* in the side menu.

Users	Name	Email	Role
<input type="checkbox"/>	admin	info@digitalprojects.es	Admini
<input type="checkbox"/>	admin_move	beatriz@mandarinacomunicacion.es	Admini
<input type="checkbox"/>	BrennanRamm	assa@azafise.cf	Subscr
<input type="checkbox"/>	Username	Email	Role

Bulk Actions:

Once this section is accessed, we can register as user and be assigned a role.

Create a brand new user and add them to this site.

Username (required)

Email (required)

First Name

Last Name

Website

Password

Send User Notification Send the new user an email about their account.

Role ▾

To change the role go to "Forum Profile Fields - wpForo" section and choose the new role in the "Forum - Usergroup" tab.

Forum Profile Fields - wpForo

Forum - Usergroup ▾

Forum - Secondary Usergroups Registered
 Customer

Forum - User Timezone ▾

On the other hand, if the user has already registered, we can assign a new role by going to Users -> All users. We look for the user to edit and access the profile. Once we access to the profile we can modify the role in the section "Forum Profile Fields - wpForo" in the field "Forum - Usergroup".

Forum Profile Fields - wpForo

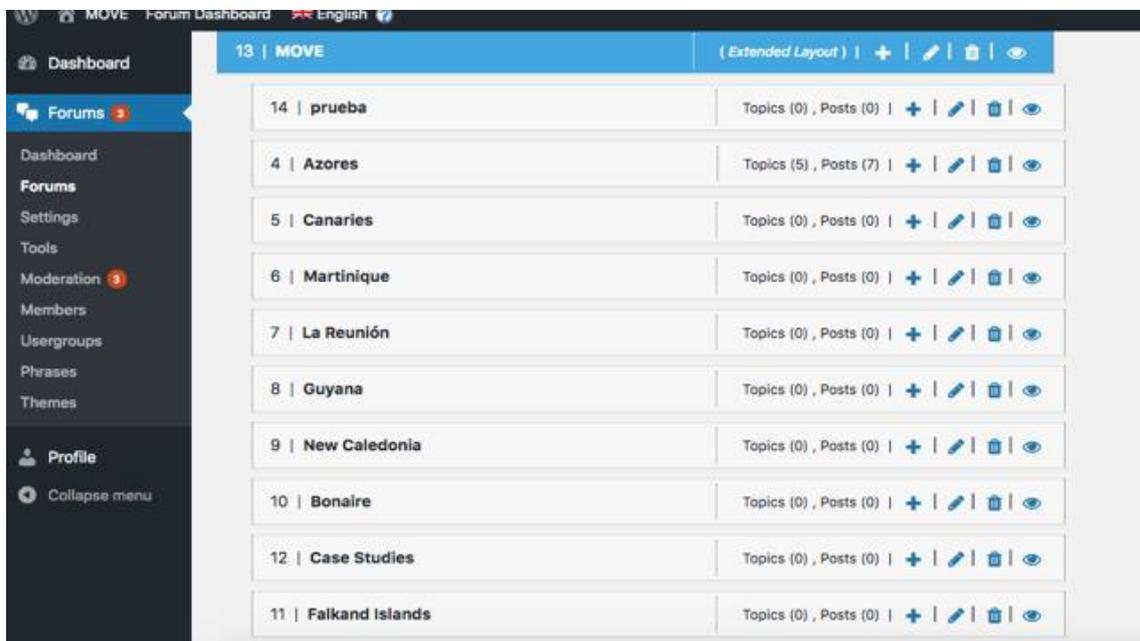
Forum - Usergroup:

Forum - Secondary Usergroups: Registered Customer

Forum - User Timezone:

5.3 Creation of categories and new discussion threads

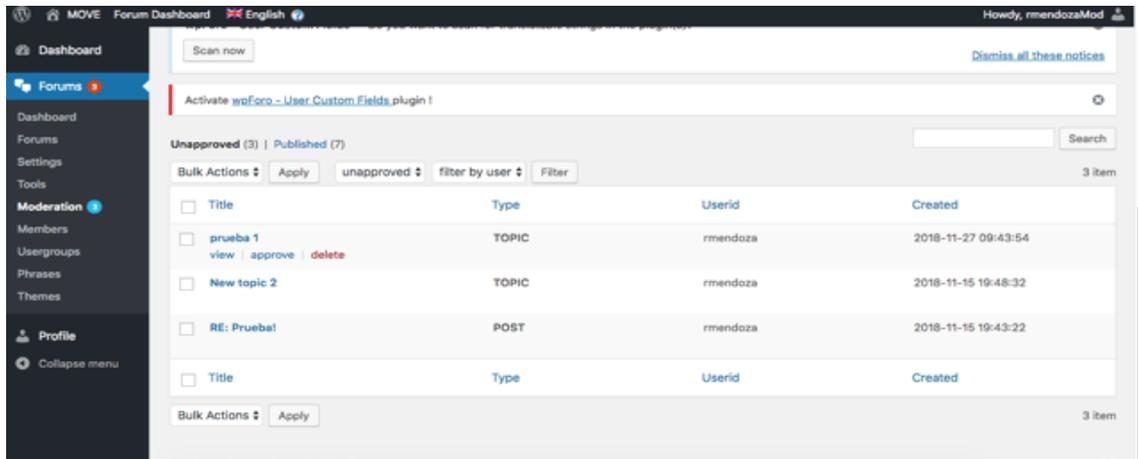
For the creation and management of categories, we have to access the administration panel of wordpress with an administrator user. In it we select *Forum* -> *Forum* from the side menu. Once placed in this section we will be able to do the following actions to add/modernize/delete categories.



To create new threads it works as a standard forum. We will access the category within the normal forum access and select *New Topic*.

5.4 Messages and topics moderation

Messages can be moderated in the wordpress administration panel, in the side menu section under *Forum -> Moderation*.



We can also moderate messages directly in the forum if you have logged in with a user with an administrator role. When logging in as a user with administrator role, the message/subject to be moderated will show you the actions that this user can perform on the message/subject between them moderate.

prueba

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