



POLITECNICO DI TORINO

Torino
July 7, 2008

Dear Participants,

enclosed please find the Minutes of the fourth meeting of the Leonardo da Vinci ILTOF project, held on May 30, 2008 from 9 a.m. to 5 p.m. at the Nippon Hotel in Istanbul, Turkey.

Yours sincerely,

Alberto Carpinteri
ILTOF Coordinator

Leonardo da Vinci ILTOF Project
Minutes of the Fourth Meeting – May 30, 2008
Nippon Hotel, Istanbul, Turkey

List of participants: A. Carpinteri, M. Paggi (POLITO); M. Konsta-Gdoutos, D. Prokopidou (LAMDOT); A. Neimitz, I. Rokach (KUT); G. Borzi (TCN); M. Gorol, J. Jackowiak (MESco); T. Ogut, H. Oka (FIGES); G. Bitsch (ITWM); T. Morris (NAFEMS).

9:00 Opening

- (1) **H. Oka** – Welcome to the Participants.
- (2) **A. Carpinteri** – Brief overview on the progress of the ILTOF Project (see Annex A).

M. Paggi – Overview of administrative and financial aspects (see Annex A).

Remark: each Partner must send to Dr. F. Voci by the end of July a declaration stating that he has spent the whole first instalment, in order to receive the second pre-financing payment (expected for September 2008). The document, signed in by his administrative secretary, can be sent by e-mail as a PDF file.

- (3) **A. Carpinteri** – Status update of the **Work Package 4** – Products implementation (see Annex B).

The following timetable for the publication of the video-courses has been discussed with Ing. Borzi and approved by all the Partners.

Course ID	Partner	Status of the material to be submitted to TCN	Expected publishing date
ILTOF01	POLITO	Already submitted on 30/04/07	Already published
ILTOF02	POLITO	Already submitted on 23/05/08	15/06/08
ILTOF03	POLITO	Already submitted on 23/05/08	22/06/08
ILTOF04	POLITO	Already submitted on 23/05/08	30/06/08
ILTOF05	POLITO	To be submitted by the end of June	07/07/08
ILTOF06	KUT	17 Lectures in Polish and 11 Lectures in English submitted on May 30, 2008. The remaining Lectures have to be submitted by the end of June.	15/07/08
ILTOF07	KUT	To be submitted by the end of June.	After 15/07/08
ILTOF08	LAMDUT	To be submitted by the end of June.	After 15/07/08
ILTOF09	ITWM	To be submitted by the end of June.	After 15/07/08

(4) **Work Package 1:** Coordination.

A. Carpinteri – Brief discussion on the coordination activities, no particular remarks.

(5) **Work Package 5:** Products testing.

Definition of the testing activity carried out by each Partner.

- ESIS will be responsible for the coordination of the testing activity.
- TCN will prepare an online questionnaire for the evaluation of the video-courses (see Annex C for the paper version discussed and approved during the meeting). The questionnaire will also be translated to Polish by MESco.
- FIGES proposes to involve its internal personnel and its commercial partners as potential testers, finding additional interested end-users through direct mailing to nearly 10,000 people.
- MESco proposes to involve one expert in Fracture Mechanics on the testing of the following video-courses: ILTOF02, ILTOF04 and ILTOF07.
- ITWM proposes to involve its internal personnel as a tester.

- NAFEMS will contribute to the testing activity with the NAFEMS members. Two members will be involved in the testing activity of ILTOF03, ILTOF06 and ILTOF07 video-courses.
- POLITO, KUT and LAMDUT will contribute to the testing activity by involving Master and Ph.D. students.
- All the Partners involved in the WP5 that will use the paper version questionnaire are requested to copy them into the online version provided by TCN.

ACTIONS:

The Partners have decided to involve a number of testers ranging from 5 to 10 per each video-course, trying to get a balance between industrial staff and university students.

To balance also the testing activity among the different proposed video-courses, an interactive web-page on the ILTOF web-site will be implemented by TCN, where all the people involved in the testing activity per each video-course will be displayed and updated in real time.

The access of the people to the video-courses to be tested will be realized through authentication with user name and password.

All the Partners agree with the following final classification of the video-courses:

	Introductory	Advanced
Theoretical	ILTOF02; ILTOF04	ILTOF01; ILTOF09
Applied	ILTOF07; ILTOF08	ILTOF03; ILTOF05; ILTOF06

Such a table has to be uploaded on the ILTOF web-site by TCN.

(6) Work Package 6: Evaluation and tuning.

- TCN will collect all the on-line questionnaires and will prepare a synthetic document with all the statistical results summarized. The on-line access to the video-courses will also be monitored by TCN and the access statistics will be summarized in a document to be included in the Final Report.

- ITWM will provide a document including general recommendations on the educational material, on the basis of the opinions collected from the evaluation questionnaires. Such an information will be circulated to all the University Partners and, when necessary, revision of the video-courses will be implemented.

(7) **Work Package 7: Dissemination.**

- ESIS will coordinate the dissemination activity. The ESIS Newsletter and the ESIS web-site will be used to advertise on the Project results.
- A Closing Conference will be organized as a Special Session of the International Conference on Simulation Based Engineering and Sciences (TCN-CAE 2008, <http://tcncae08.consorziotcn.it>), held in Venice, Italy, 16–17 October, 2008.

A special session on the results achieved by the ILTOF Project is scheduled on October 16, 2008. A key-note lecture and three presentations on the ILTOF Project will be planned. Additional presentations on related topics may be carried out by speakers invited by the ILTOF consortium.

(8) **Organization of new activities and scheduling of the next Meeting.**

October 15, 2008 – meeting in Padua. The exact venue will be discussed in the next few months by e-mail.

17:00 Closure of the meeting

The minutes are approved by all the Partners at the end of the Meeting.



Prof. Alberto Carpinteri, Project Coordinator

Enclosures: Annexes A, B, C.