

## iCUPE communication tools and interfaces

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*WP 0: Management*

*Task 0.3, Deliverable 0.3.1*

*Version 1*

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iCUPE Project Office (PO) has established several communication tools for the project: website, Twitter account, email lists and a printed flyer. Below is more detailed list of the tools for communication.

### **Website**

iCUPE website is [www.atm.helsinki.fi/icupe](http://www.atm.helsinki.fi/icupe). The platform used for the website is Joomla and it is managed by the Project Office together with Mr. Mikko Kulmala who has originally established the site.

The site consists of 7 menus: Home, Intranet, About (general information), WPs (information about work packages), Datasets (information about datasets as deliverables and list of available datasets), Campaigns (including a form to announce a campaign in polar areas) and Contact. Intranet is meant for the iCUPE partners and is password protected. The most popular menu has been Intranet with >600 openings to date. Almost equal amount of site openings has been for About-menu and about 470 for Work packages.

About-menu contains general information about iCUPE, news, list of all partners, chronological order of deliverables and milestones and documents to download. Detailed list of tasks and task-related deliverables are shown in WPs-menu.

iCUPE partners may download all important documents, templates, deliverables and milestones, abstracts and presentations as well as figures and images by registering into the Intranet.

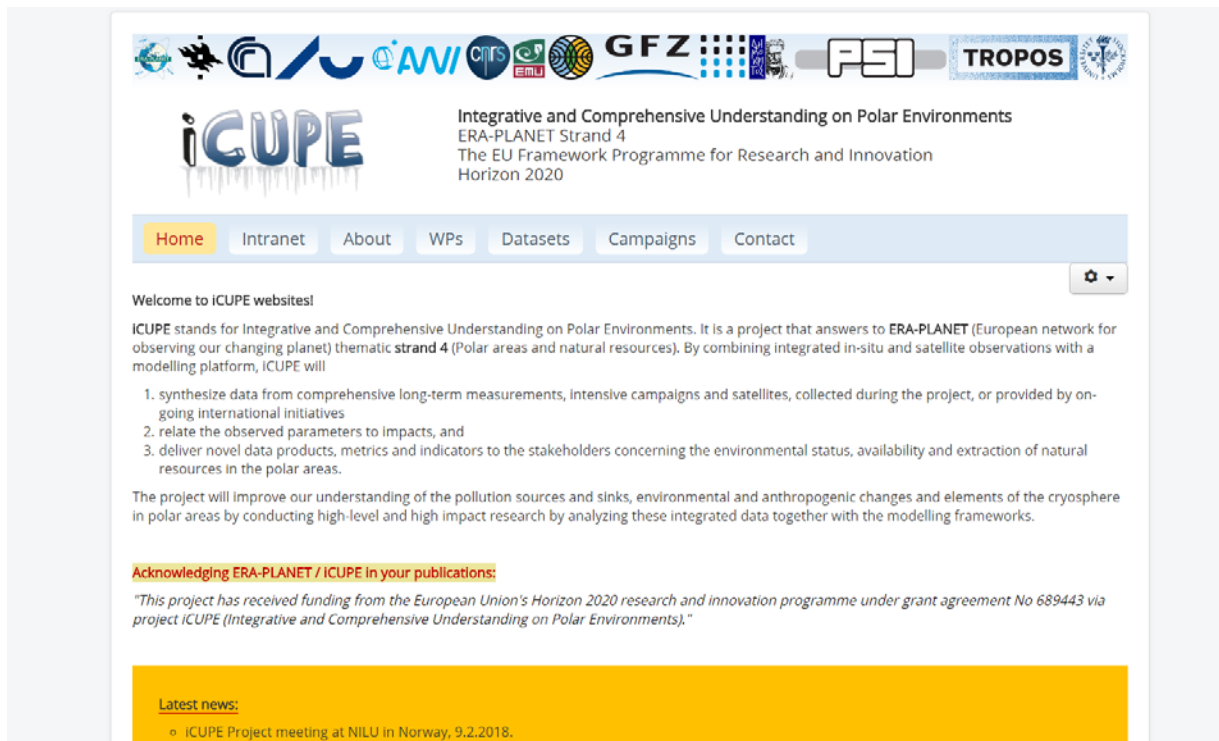


Figure 1 Screenshot of iCUPE websites.

## Twitter

iCUPE Project Office is tweeting at [https://twitter.com/iCUPE\\_PO](https://twitter.com/iCUPE_PO)

## Email lists

iCUPE has a general email list [era-planet-strand-4@helsinki.fi](mailto:era-planet-strand-4@helsinki.fi). The PO sends all needed information through this email list.

There are WP specific email lists also, and the email addresses for these were gathered during December 2017 and January 2018. Email lists were established in January 2018 and they are all form icupe-wp1 (2,3,...) @helsinki.fi.

M.Sc. Xuemeng Chen has helped in establishing the email lists.

## Flyer

iCUPE has a flyer (available at iCUPE websites), with 300 printed copies.

[Title]



Figure 2 A snapshot of iCUPE flyer

## Graphics design

iCUPE logo represents ice, snow and polar topics. In the shading from dark blue-gray to white, one can see the transition from open sea to ice or open ground to snow-covered areas. The font represents ice floes or bulks of hard snow. In addition to iCUPE and ERA-PLANET logos, iCUPE is using 6 specific colors at the website, flyer and power point presentations, etc. to create a coherent and attractive look. To balance the strong cold, polar feeling we have decided to use also vibrant yellow and dark red. The colors are listed as RGB and HEX –format below:

Table 1 iCUPE colors

	244, 242, 204	fff2cc
	235, 230, 153	ebe699
	255, 192, 0	ffc000

	192, 0, 0	c00000
	222, 235, 247	deebf7
	68, 84, 106	44546a