# LCNF Full Submission

# Supplementary Answer Form

| DNO Name: | SHEPD | Question Number: | SSE009 |
|---|---|---|---|
| Question Date: | 16/09/2010 | Answer Date: | 20/09/2010 |
| Question Topic: | | | |

| Original Question No: | | Original Answer Date: | |
|---|---|---|---|
| Original Question: | | | |
| Original Answer: | | | |

| Question: | Please detail how and when you will review the way in which information is disseminated? |
|---|---|
| | See answer overleaf |

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| **Answer:** | The continual uploading of documentation including learning outcomes, studies and results to the Electronic Content Management System (ECMS) is core to managing the efficiency of the dissemination activities. The Strathclyde academic team will appoint a senior academic to take the lead in planning and delivering the dissemination programme and this person will work with the Project Management Team and specifically the Learning and Dissemination Manager to ensure that the dissemination covers all relevant aspects of the whole programme.<br><br>A learning matrix will be fully developed to identify what learning will be able to be extracted from each project activity, across project activities and from the project implementation. Timescales will be identified and responsibilities delegated under the lead of the dissemination leader. Support will be provided, in a short timescale after project inception, to capture and organise detailed technical knowledge through regular dialogue, meetings and structured interviews. This will occur at various stages of workstreams' activities to identify, capture and document technically-focussed learning points, knowledge and experience, other information, data, models and software tools.<br><br>Quarterly meetings/seminars with each work package owner and key personnel involved from other technically-focused work packages will capture key knowledge and lessons learned. The effective dissemination and exploitation of the captured technical knowledge may include the documentation and dissemination of reference systems and case studies arising from the other workstreams' activities.<br><br>Classification of documentation through the ECMS will allow the relevant information to be monitored and circulated/disseminated to the key stakeholders throughout the duration of the project using the appropriate mechanisms. |
| **Attachments:** | SSE009 NINES Learning Matrix |