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Project Name:
5G AgiLe and fLexible integration of SaTellite And cellulaR (5G-ALLSTAR)

Deliverable D1.1

Quality Plan

Date of delivery:	30/09/2018	Version:	1.0
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Abstract

This deliverable contains the 5G-ALLSTAR quality plan. With this deliverable we provide the internal rules and the guidelines for the realization of the 5G-ALLSTAR project, making of progress reports (such as internal reports and deliverables), communication procedures, and publications.

Keywords

Quality plan, quality, project management, organization, deliverables, internal reports, milestones, reporting, confidentiality, publications, communications.

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1 Introduction

This deliverable presents the 5G-ALLSTAR quality plan. The internal rules and the guidelines for the realization of the 5G-ALLSTAR project, making of progress reports (such as internal reports and deliverables), communication procedures, and publications, are provided. Therefore, a methodology shared by all partners that relies on the best practices of collaborative projects is necessary to ensure an effective use of the resource of the project, so as high standard of the results of the research activities carried out within the project. The project produces deliverables and reports but also publications, software, etc.

Section 2 shows how the project is organized, how meetings are arranged and how the risks are managed. Section 3 gives the rules for the preparation of documents produced by the project, including confidential documents. Section 4 details the process for the deliverables and internal reports preparation. Publication and public presentations issues are dealt in section 5.

Every partner of the 5G-ALLSTAR project can use this deliverable as a basis for the organization of the project. It is a living document that could be updated during the lifetime of the project (under approval of the Steering Committee).

2 Project organization

The consortium of the 5G-ALLSTAR project is made up of five European and five Korean partners. The consortium includes cellular and satellite operators, manufacturers, network vendors, service provides, research institutes, and universities from three European countries (France, Italy and Germany) and South Korea. In the rest of the document, 5G-ALLSTAR-EU (resp. 5G-ALLSTAR–KR) will name the sub-consortia from Europe (resp. Korea). Financial support comes from the H2020 Program of European Union and from Korean Ministry of Science for 5G-ALLSTAR-EU and 5G-ALLSTAR–KR respectively.

Table 2-1 and Table 2-2 shows the partners of European and Korean sub-consortia, respectively.

Table 2-1: European project team

Participant Number	Name of the organization	Country
1 (Coordinator) CEA	CEA - Leti	France
2 FhG	Fraunhofer Gesellschaft	Germany
3TAS	Thales Alenia Space - France	France
4 CRAT	Consorzio per la Ricerca nell'Automatica e Telecomunicazioni	Italy
5 GEM	EESC Grenoble Ecole de Management	France

Table 2-2: Korean project team

Participant Number	Name of the organization	Country
1 (Coordinator) ETRI	Electronics and Telecommunications Research Institute	South Korea
2 SKT	SK Telecom	South Korea
3 KATECH	Korea Automotive Technology Institute	South Korea
4 Ktsat	Korea Telecom Satellite	South Korea
5 Snet ICT	Snet ICT	South Korea

2.1 Structure of the management

The 5G-ALLSTAR project direction has been conceived to provide a light and adaptable management system, Figure 2-1, that allows:

- ensuring an open and productive dialogue between partners on scientific and strategic issues;
- making quick and effective decisions on technical or organizational matters;
- complete conformity with the Funding authorities' contractual requests;
- the conception, implementation and monitoring of the project's technological infrastructure

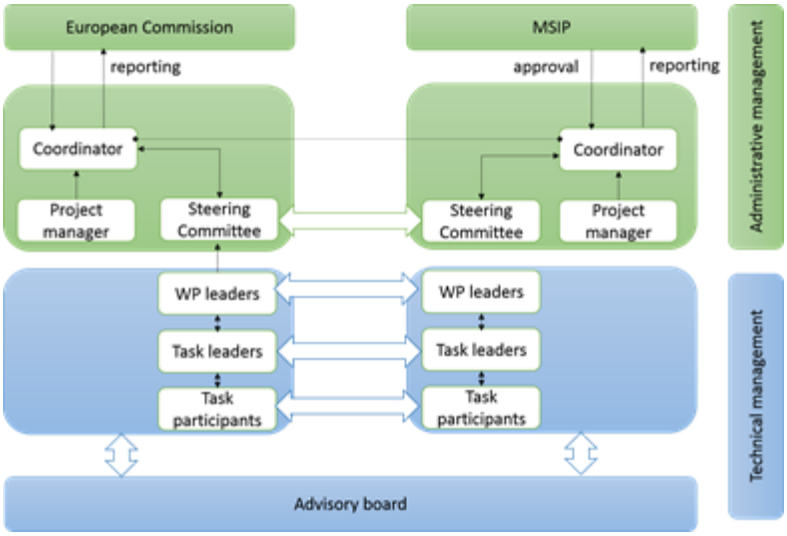

Figure 2-1: Project governance structure.

CEA and ETRI are the coordinators of the project. They chair at the Steering Committees (SCs). They are in charge of the coordination and overall management of the project.

The 5G-ALLSTAR-EU coordinator is CEA. The Administrative and Financial Board supports the Coordinator for Financial and Periodic Reporting Questions and is staffed throughout the project by the CEA Financial and Administrative Department. The 5G-ALLSTAR-KR coordinator is ETRI. ETRI supports the Coordinator for Financial and Periodic Reporting Questions.

Any modification in the scope or progress of the project must be agreed by the steering committees. All ways of communication and the structure of the management are described below.

Overall responsibility for the administrative and legal aspects of the organisation, technical and scientific coordination, as well as project planning and control, is assumed by the coordinators. The interface with the European Commission and MSIT is carried out by the coordinators. They also ensure that reports are submitted on time. The project manager is appointed by the coordinators. He is responsible for the proper administration of the project. The project manager collects, monitors and integrates the partners' administrative data at the quarterly intermediate meetings and prepares them for submission to the European Commission/MSIT. He co-chairs management meetings and coordinates technical aspects of the project.

The defined procedures ensure that:

- the goals are clearly identified and well understood,
- work packages and activities represent a good division of labour and include the expertise necessary to achieve objectives
- responsibilities are properly allocated
- the communication channels between participants are clear

Each work package has a well-identified head who is responsible for coordinating the technical work within the work package, in direct collaboration with the project coordinator, establishing in-depth objectives and milestones for the work package. Each activity is also managed by a supervisor who reports to the supervisor of the work package concerned.

The achievement of the project's technical objectives is based on research, prototyping and associated validations. Several work packages are carried out at the same time but a frequent

and iterative exchange of information and elements is planned between them. Work package managers, with the assistance of the project coordinator, manage these interactions between work packages and tasks.

The work package managers, assisted by the project coordinator, determine the technical options to achieve the main objectives of each work package and schedule changes to the technical approach in the case of unfavorable results.

5G-ALLSTAR project management structure is described in Table 2-3.

Table 2-3: Project management key elements

Steering Committee	The Steering Committee (SC) will be composed of the Coordinator, delegates from each partner, and a representative of the Advisory Board. The procedures for making decision will be set in a Consortium Agreement on a basis of a text approved by the partners based European and Korea standard agreements, amended to guarantee efficient governance of the Consortium and approved by the Funding Authorities. The SC will be responsible of: - continuous reviewing the Project Vision, in the light of the results of the project, of other pertinent scientific, technological, standardization or market developments and of the long term policies of the Funding Authorities and of the Project Partners; - continuously defining and reviewing orientations for specific research activities within the project; - analyzing and solving strategic problems in the implementation of the Project Work Plan; - approving work plan modifications proposed by the work package managers (see below); - discussing and solving problems among partners or Work Packages; - defining plans for the extension and exploitation of research carried out within the framework of the project. The SC will not be engaged in the daily management of the technical work of the project except where key choices are necessary.
Central Project Offices	The Coordinating Partners will establish and run two Central Project Offices (one for the European partners and one for Korean partners). These offices will each be headed by a part-time Project Manager. The Central Project Offices will be responsible of: - designing and implementing project reporting procedures to the respective Funding Authorities; - assisting the partners on logistic and administrative matters; - supervising all activities necessary to ensure compliance with reporting and administrative requirements of the Funding Authorities; - designing and implementing all templates, forms, presentation formats etc. used in the project; - revising and final editing Project Deliverables and reports. Defining, monitoring and revising the Project Work Plan; - the link with the Funding Authorities; - organizing meetings.
WP and Task Leaders	The Project Technical Committee (PTC) will be in charge of the daily management of the technical work. It is comprised of Work Package Leaders and Task Leaders of the corresponding EU and Korea projects. PTC will monitor progress of individual Work Packages and continuous review of the Project Work Plan. Daily exchanges between technical participants is expected in the scope of this work.

2.2 Work packages and work organization

The relations between WPs and Tasks are shown on Figure 2-2. Deliverables and internal reports materialize the exchanges at pre-defined dates (milestones). Nevertheless, ongoing exchanges between partners, even between different WPs and tasks, are fostered.

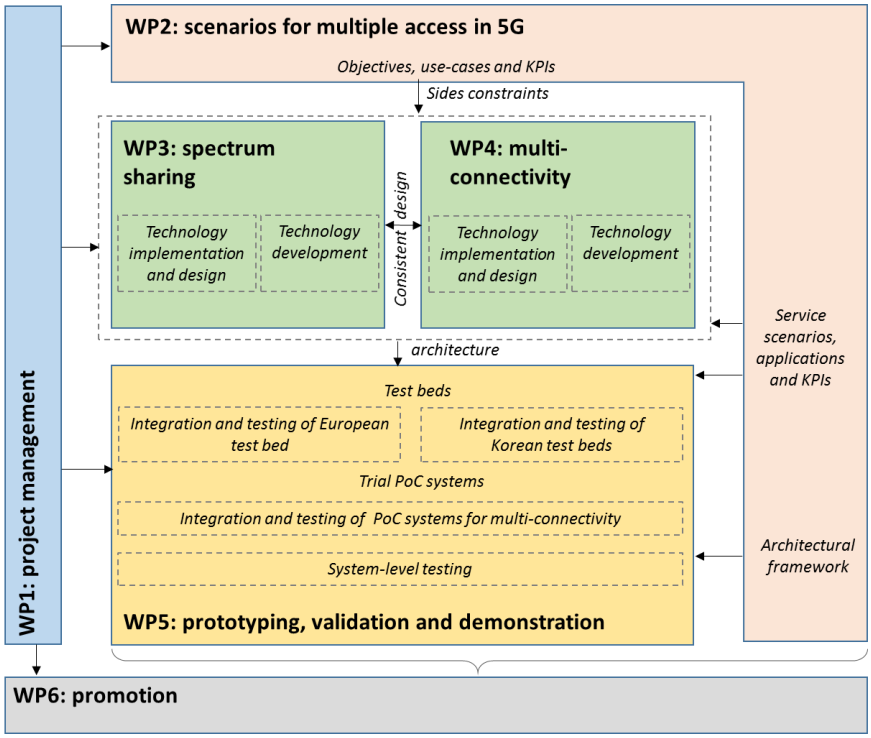

Figure 2-2: Project work package interdependencies.

2.2.1 Work package structure

A work plan has been created in the aim of achieving the high technical and scientific goals. This work plan provides the principal activity of technical research. It is complemented by appropriate engagement activities with concerned partners and field tests. The work plan is divided into six work packages (WPs) with the objectives described below:

- WP1 **"Project Management"** undertakes all project coordination activities, interfacing with the European Commission (EC), day-to-day project coordination, contract and financial management, quality control and knowledge management, and participation in 5GPPP Infrastructure Meetings.
- WP 2 **"Scenarios for Multiple access in 5G"** identifies the scenarios and business, operational and technical requirements associated to the multiple access scheme cellular + satellite in the context of 5G. WP2 will also develop the business models and carry out techno-economic analysis for the 5G-ALLSTAR scenarios.
- WP 3 **"Spectrum Sharing"** provides the design and implementation of spectrum harmonization among the different systems. WP3 also carries out the interference management between same/different access technologies, e.g., between cellular and satellite links, between cellular links, and so on.
- WP 4 **"Multi Connectivity"** investigates and develops advanced solutions for aggregating and splitting/steering traffic at Packet Data Convergence Protocol (PDCP) layer and above, in order to maximize resource exploitation and, at the same time, to provide robust Quality of Service (QoS)/Quality of Experience (QoE) guaranteeing integration between heterogeneous link types, (e.g., between cellular and satellite links) or between heterogeneous access networks (e.g., between 3GPP and non-3GPP access networks).
- WP 5 **"Prototyping, Validation and Demonstration"** develops lab test beds and trials to validate (i) the feasibility of mmWave-based 5G access network capable of providing broadband and low-latency 5G services and (ii) the multi-connectivity technology show-

ing its feasibility of providing ubiquitous and zero-interruption connection. WP5 also provides a Proof-of-Concept with standalone and integrated prototypes implemented and demonstrated at a key event.

- WP 6 **"Dissemination, Standardization and Exploitation"** coordinates outputs from all WPs to disseminate the project outcomes and contribute towards standardization in 3GPP and possibly ETSI. Additionally, an exploitation plan of the project results is put in place.

Work Packages goals are described in the tables below.

Table 2-4: Work package results

WP1	Ensure a successful completion of the project goals on time, within the budget and having the expected impacts achieved.
WP2	Provide an overview of a vision and detailed objectives of the 5G ALL-STAR with potential use-cases and related KPIs for vertical stakeholders. Provide a detailed description of the overall system architecture including key components, key functionalities and required interfaces for both intercontinental interoperability and multi connectivity based on 5G multiple access combining cellular and satellite access. Define target service scenarios/applications and KPIs for PoCs of technologies and system interoperability. Provide an assessment of the emerging business models and possible market entry strategies for the targeted verticals
WP3	Analyse spectrum usage model for various multiple access configurations and traffic scenarios Develop channel models suitable for evaluating and assessing various access and backhaul links including cellular and satellite links Provide co-channel interference analysis between same/different access systems using the same frequency band Provide adjacent interference analysis between same/different access systems using the frequency bands adjacent to each other Develop signal processing technologies to mitigate co-channel / adjacent interference Develop Radio Resource Management scheme to mitigate inter access interference Analyse and assess the performance of the developed interference mitigation techniques
WP4	Functionalities involved in the multi-RAT load balancing algorithms: identification and mapping on the layering architecture and physical nodes of the integrated multi-RAT network Design and simulation of the complete suite of multi-RAT load balancing algorithms Selection and implementation of the multi-RAT load balancing algorithms selected for proof-of-concept demonstration Performance evaluation of the of multi-RAT load balancing algorithm
WP5	Provide laboratory technology demonstration showing capability of mmWave-based multiple access network capable of providing reliable broadband 5G services with a perceived low latency for ubiquitous and zero-interruption connection. Demonstrate that the proposed global interoperability intercontinental interoperable architecture implemented through 5G core network can efficiently provide a variety of intercontinental 5G services for validating the interoperability of the system. Provide a Proof-of-Concept based on regional trial platforms interconnected for demonstration at a key event.
WP6	Disseminate project results and vision to overcome the fragmentation of multiple initiatives to address technologies with similar characteristics, use case potential thus fostering global interoperability and wide spread adoption. Enforce international collaboration between European and Korean partners to create a long lasting synergy for 5G research, innovation and commercialization. Contribution to 3GPP or ETSI standardization activities in support of the introduction of multiple access and connectivity (cellular, satellite, wireless) as well as mmWave based fixed/moving wireless backhauling in 5G system context. Develop business cases/models demonstrating the affordability of the developed technologies for the targeted vertical stakeholders as well as for bridging the digital divide.

Table 2-5: Work package leaders

Role	European project team		Korean project team	
Project Coordinator	Emilio Calvanese Strinati	(CEA)	Ilgyu Kim	(ETRI)
Technical Manager	Antonio Pietrabissa	(CRAT)	Ilgyu Kim	(ETRI)
WP2 Leader	Federico Pigni	(GEM)	Junhyeong Kim	(ETRI)
WP3 Leader	Nicolas Cassiau	(CEA)	Gosan Noh	(ETRI)

WP4 Leader	Federico Lisi	(CRAT)	Seok Ho won	(ETRI)
WP5 Leader	Nicolas Chuberre	(TAS)	Hee-Sang Chung	(ETRI)
WP6 Leader	Stephan Jaeckel	(FhG)	You-Jun Choi	(KATECH)

Table 2-6: Task leaders

WP	Task	European project team		Korean project team	
1	1.1	Emilio Calvanese Strinati	(CEA)	Ilgyu Kim	(ETRI)
	1.2	Antonio Pietrabissa	(CRAT)	Ilgyu Kim	(ETRI)
	1.3	Emilio Calvanese Strinati	(CEA)	Ilgyu Kim	(ETRI)
2	2.1	Federico Pigni	(GEM)	Junhyeong Kim	(ETRI)
	2.2	Antonio Pietrabissa	(CRAT)	Junhyeong Kim	(ETRI)
	2.3	Federico Pigni	(GEM)	Junhyeong Kim	(ETRI)
	2.4	Federico Pigni	(GEM)	Junhyeong Kim	(ETRI)
3	3.1	Stephan Jaeckel	(FhG)	Gosan Noh	(ETRI)
	3.2	Stephan Jaeckel	(FhG)	Gosan Noh	(ETRI)
	3.3	Nicolas Cassiau	(CEA)	Gosan Noh	(ETRI)
	3.4	Nicolas Chuberre	(TAS)	Gosan Noh	(ETRI)
4	4.1	Federico Lisi	(CRAT)	Seok Ho won	(ETRI)
	4.2	Federico Lisi	(CRAT)	Seok Ho won	(ETRI)
	4.3	Federico Lisi	(CRAT)	You-Jun Choi	(KATECH)
5	5.1	Nicolas Chuberre	(TAS)	N/A	
	5.2	N/A		Hee-Sang Chung	(ETRI)
	5.3	N/A		You-Jun Choi	(KATECH)
	5.4	Thomas Heyn	(FhG)	Hee-Sang Chung	(ETRI)
6	6.1	Stephan Jaeckel	(FhG)	You-Jun Choi	(KATECH)
	6.2	Nicolas Chuberre	(TAS)	Seok Ho won	(ETRI)
	6.3	Federico Pigni	(GEM)	N/A	

Table 2-7: Deliverables

Del. No.	Deliverable name	WP No.	Lead editor	Nature	Dissemination level	Delivery date
D1.1	Quality plan	1	CEA	R	PU	M03
D1.2	First periodic report	1	CEA	R	PU	M18
D1.3	Final report	1	CEA	R	PU	M36
D1.4	5G-ALLSTAR impact report and future EU-KR collaboration plan	1	CEA	R	PU	M36
D2.1	5G-ALLSTAR vision document: Vision, Scope and Goals	2	FhG	R	PU	M04
D2.2	Preliminary document of 5G-ALLSTAR architecture, API and interface specifications	2	CRAT/ETRI	R	PU	M10
D2.3	Final document of 5G-ALLSTAR architecture, API, interface specifications and KPIs for PoC	2	CRAT/ETRI	R	PU	M17
D2.4	Final document of service scenarios/applications for PoC	2	GEM/ETRI	R	PU	M20
D2.5	Business assessment for vertical markets empowerment	2	GEM	R	PU	M24
D3.1	Spectrum usage analysis and channel model	3	FhG	R	PU	M12
D3.2	Interference analysis, spectrum harmonization and scheduling	3	FhG	R	PU	M16
D3.3	Interference mitigation techniques	3	TAS	R	PU	M25
D4.1	Mapping of multi-connectivity functions onto the 5G network architecture	4	CRAT	R	PU	M10
D4.2	Design and simulation of the multi-RAT load balancing algorithms	4	CRAT	R	PU	M18
D4.3	Implementation of the multi-RAT load balancing algorithms and technical specifications of the relevant interfaces	4	CRAT	R	PU	M30
D5.1	Specification of the European testbed of 5G cellular and satellite access networks	5	TAS	R	PU	M12

D5.2	Integration and system level testing for European testbed of 5G cellular and satellite access networks	5	TAS	R	PU	M30
D5.3	Integration and system level testing for Korean testbeds of 5G cellular and satellite access networks	5	ETRI	R	PU	M26
D5.4	Integration and system level testing for Korean multi-connectivity	5	KATECH	R	PU	M34
D5.5	Integration and system level testing of proof-of-concept phase 1	5	TAS	R	PU	M34
D5.6	Integration and system level testing of proof-of-concept phase 2	5	ETRI	R	PU	M36
D6.1	Dissemination plan, and project website	6	FhG	R	PU	M03
D6.2	Dissemination activity report Y1	6	FhG	R	PU	M12
D6.3	Dissemination activity report Y2	6	FhG	R	PU	M24
D6.4	Dissemination activity report Y3	6	FhG	R	PU	M36
D6.5	Standardization Action Plan	6	TAS	R	PU	M06
D6.6	Report on standardization activities Y1	6	TAS	R	PU	M12
D6.7	Report on standardization activities Y2	6	TAS	R	PU	M24
D6.8	Report on standardization activities Y3	6	TAS	R	PU	M36
D6.9	Plan for exploitation towards Vertical stakeholders	6	GEM	R	PU	M18
D6.10	Report on exploitation Y2	6	GEM	R	PU	M24
D6.11	Report on exploitation Y3	6	GEM	R	PU	M36
D6.12	Data Management Plan	6	CEA	R	PU	M3

Table 2-8: Milestones

Milestone number	Milestone name	Related work package(s)	Due date (in month)	Means of verification
M1	Project public website	WP6	M03	URL accessible and content populated
M2	5G-ALLSTAR vision & architecture: KPIs, use cases and interface, final definition & specification for PoC	WP2, WP4	M18	D2.1, D2.2, D2.3, D4.2
M3	Independent 5G cellular mmWave access system testing & Satellite access system testing	WP3, WP5	M24	D3.1, D3.2, D5.1
M4	Integration and system level testing for multi-connectivity of PoC	WP 3, WP4, WP5	M34	D3.3, D4.3, D5.3, D5.4
M5	Showcasing PoC results at a key event	WP5, WP6	M35	D5.6, D6.10
M6	Consolidation of dissemination, standardization and exploitation	WP6	M36	D6.4, D6.8, D6.11

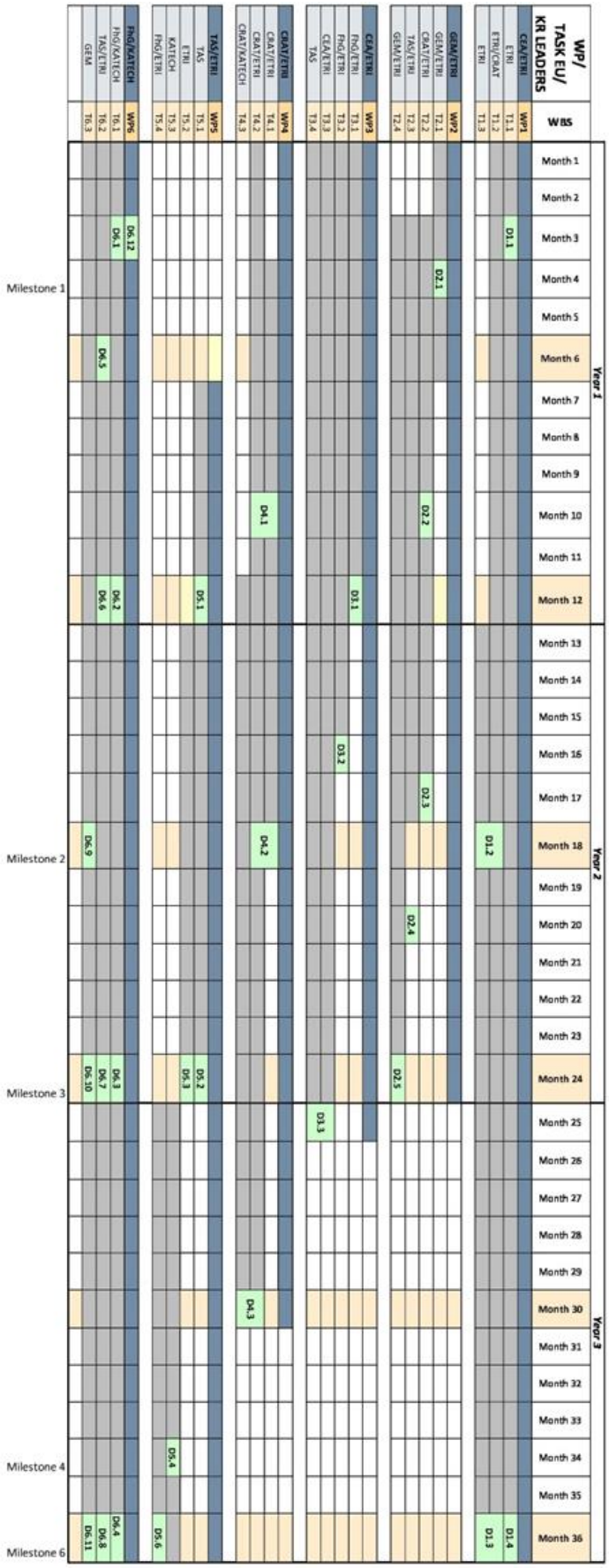

Figure 2-3: Project Gantt chart.

2.3 Project public and collaborative websites

A public and a collaborative websites have been created. A LinkedIn group has also been set.

- Public website: https://5g-allstar.eu
- LinkedIn group: https://www.linkedin.com/groups/8695018/
- Collaborative website powered by the BSCW tool of Fraunhofer.

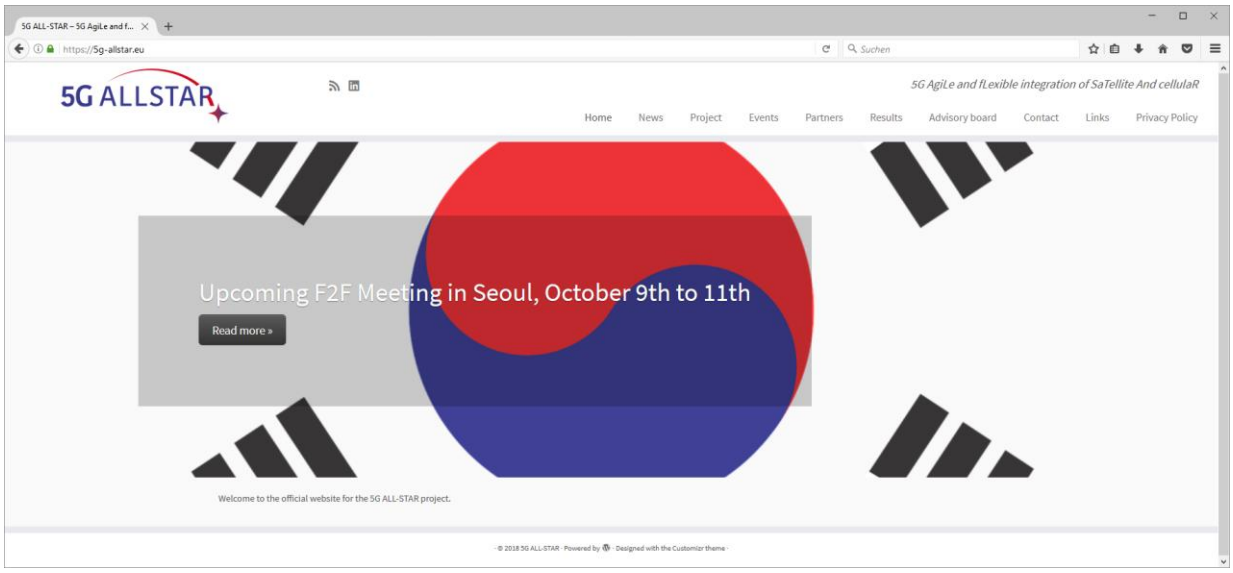

Figure 2-4: Snapshot of the 5G-ALLSTAR website.

2.4 Consortium and grant agreement

Two contractual documents rule the project:

- *Consortium agreement* defining the relations between the partners of the consortium, and their rights and obligations. This consortium agreement is still under negotiation at the date of writing this deliverable; it will be signed by all the partners and its final version will be made available on the collaborative web site.
- *Grant agreement* defining the legal obligations agreed between the European Commission and the coordinator, and acceded by the consortium partners. The grant agreement n. 815323 has been signed on July 10th 2018. It has been communicated to all partners and is available on the collaborative web site.
- Coordination agreement framing and coordinating the activity of the South Korean Consortium and the activity of European Consortium in consultancy, interchange of information, and performance in the fields of research and technology development defined in the 5G-ALLSTAR proposal. This coordination agreement is still under negotiation at the date of writing this deliverable; it will be signed by all the partners and its final version will be made available on the collaborative web site.

2.5 Project meetings

Consortium meeting are ruled by the Consortium Agreement. Consortium meeting will be set approximatively every 6 months, with early notice to the partners. Meeting information (agenda, venue) will be available on the collaborative website.

The project coordinator prepares the draft agenda and submit it to the consortium two weeks prior to the meeting. Project coordinator and work package take the meeting minutes and submit it to the consortium at the latest three weeks after the meeting. Objections and remarks must then be done within fifteen days.

2.6 Risk management

The Technical Steering Group is responsible for the management of the risks of the project. A risk table per WP is maintained by the Work Package leader. It must contain:

- The description of the identified risk;
- The level of the risk: 1 (low probability, low impact), 2 (high probability, low impact), 3 (low probability, high impact), 4 (high probability, high impact);
- The possible action to take to mitigate the risk.

The Technical Steering Group periodically reviews the risk tables during meetings. If a risk occurs, the plan for mitigation is applied by the workpackage leader, after concertation with the Technical Steering Group. If an agreement on the action to take is not possible at the Technical Steering Group level, the decision is to be taken by the project steering committee.

3 General rules for documents preparation

3.1 Logo

A project logo has been created and must be affixed to all 5G-ALLSTAR documents. The logo can be found on the exchange server.

3.2 Templates

Documents created during the 5G-ALLSTAR project (reports, presentations, agenda, etc.) must use the templates that are made available on the exchange server. This guarantees a consistent format of all the data produced by the project.

3.3 File and document naming

The names of the documents must respect the rules below.

Final versions of deliverables:

- Start with “5G-ALLSTAR_”;
- Followed by the number of the deliverable, e.g. “D1.1_”;

Presentations:

- Start with “5G-ALLSTAR_”;
- Followed by the main title of the document, e.g. “YYYYMM_F2F_Location_”
- Followed by the subtitle if any, e.g. “Agenda” or “Minutes”;

Other documents:

- Start with “5G-ALLSTAR_”
- Followed by the workpackage number “WPx_”
- Followed by the main title of the document, without spaces.

Generally speaking, spaces must be avoided in documents names.

3.4 Confidentiality

There are several identified levels for the confidentiality of the documents:

- Public documents: most of the 5G-ALLSTAR deliverables are public in the description of work. Also, presentations from workshops or conference may be made available. One must note that only the final version of any public document is public.

- Confidential documents: some deliverables, internal reports, the minutes of the meetings are confidential. They nevertheless can be exchanged between partners by using the exchange server.
- Restricted documents: documents that include proprietary information and that cannot be shared with the whole consortium.

The level of confidentiality of a document must be mentioned on the first page. The Consortium Agreement rules the management of confidentiality and the non-disclosure obligations. One must note that the Industrial Advisory Board members do not belong to the consortium and must be considered in accordance regarding these confidentiality rules..

4 Deliverables and internal reports

4.1 Preparation and review

Partners are held to the highest technical level and highest formal quality for project deliverables and internal reports. The following rules must therefore be respected:

- **3 months** before the delivery date:
  - The deliverable editor proposes the table of contents; prepares a skeleton document and assigns responsible partners for each section.
- **2 months** before the delivery date:
  - the respective companies in the table below shall name the WP-external reviewers
- **30 days** before the delivery date:
  - The deliverable editor(s) sends a DRAFT version of the deliverable to the project coordinators and the technical managers of the EU and KR parts of the projects.
  - The EU technical manager sends the document for a review to:
    - the WP leaders (EU and KR) of the WP the deliverable belongs to;
      - check contents and results against the other tasks/WPs;
      - perform a general quality check;
    - the assigned WP-external reviewers
      - check contents and results against the Description of Work;
    - CRAT for plagiarism detection
- **15 days** before the delivery date:
  - the EU technical manager collects the comments from the reviewers and sends them to the deliverable editor(s).
    - to revise the document according to the reviewers comments
- **7 days** before the delivery date:
  - the deliverable editor(s) sends the FINAL version of the deliverable to the project coordinators and the technical managers of the EU and KR parts of the projects;
  - the EU and KR technical managers perform the final revision in collaboration with the deliverable editor(s) to check the overall quality of the deliverable and the improvements with respect to the DRAFT version, also considering the reviewers' comments.
- **3 days** before the delivery date:
  - the EU and KR technical managers sends the VERIFIED version of the document to the project coordinators for the deliverable submission.

4.2 Document updates

The version number of a document is automatically updated thanks to a "locking – modifying – unlocking" system on the shared workspace. The corrections and changes made by a partner shall be clearly visible, for instance using the "track changes" function of the editing software.

The document is stored on the project server and an editing process is defined for avoiding overwriting of other partner's contributions.

4.3 Disclaimer and copyright

Written material must include the disclaimer and copyright:

- Disclaimer: This document reflects the contribution of the participants of the research project 5G-ALLSTAR. It is provided without any warranty as to its content and the use made of for any particular purpose.
- All rights reserved: This document is proprietary of the 5G-ALLSTAR consortium members. No copying or distributing, in any form or by any means, is allowed without the prior written consent of the 5G-ALLSTAR consortium.

4.4 Project annual reports

The advancement of the project must be closely supervised in order to quickly detect difficulties and find appropriate solutions. The status of the project will be presented annually, at months 12, 24 and 36. They provide in detail the status of each workpackage. These reports will be prepared under the supervision of the project coordinator and the workpackage leaders.

5 Publications and public presentations

5.1 Publications

Article 29 of the Grant Agreement and Section 8.4 of the Consortium Agreement rules the activities of dissemination (presentations and publications included). All partners must be informed of a publication within the project 30 days before submission. Possible objections must be given not latter than 10 days after information. Tolerable objections are listed in section 8.4 of the Consortium Agreement. The list of presentations and publication will be available on the exchange server.

5.2 Interviews

Press requests are of major interest for 5G-ALLSTAR, they allow to inform the public about the project activities. They therefore must be treated timely and with care. After receiving a request, any partner must coordinate the answer with the project coordinator.

Interviews by phone must remain exceptional, and the project coordinator must be informed. The interviewed person may ask the support of a public relation professional or of a colleague. A draft of the media must be requested before public release, that will be circulated between consortium partners.

Any partner who answers to a press request on behalf of 5G-ALLSTAR must represent the whole consortium and not only its own organization interests.

5.3 Acknowledgment

The acknowledgement below must be included in any article published in a conference or in a journal:

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