**List of actions** *- revised*

**ECORD Outreach meeting, Granada, Feb 14-15, 2012, Granada**

EMA-ESSAC: to prepare a draft of ECORD highlights to be discussed at the next outreach meeting late August - deadline is the first half of 2012

ESSAC, Patricia: To contact ECORD teachers who took part in JR expeditions and SOR to send a report and feedback after returning to the classroom

Julia/Patricia: to prepare a presentation of IODP/ECORD for educators and students

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| **Core replicas:**Action Patricia: to revise the posters of the core replicas. The posters should tell in a paragraph what the changes mean in the replicas, explain what is relevant, few words: catchy 1-2 words. So fewest time to read.Action Patricia: how to include a copy of a poster when sending the core replica |

Action Patricia : to send the ACEX core replica to IODP-Canada for a long-term use.

Patricia: To contact Co-chief Scientists to select new core replicas (that tell stories) - NJSS exp (G. Mountain, J.N. Proust)? GBREC (J. Webster, Y. Yokoyama)? Mediterranean Outflow (J. Hernandez Molina, D. Stow), Louisville? NanTroSEIZE (A. Kopf, P. Henry, S. Lallemant)?

**Websites:**

Patricia: to collect statistics of ECORD web sites (most visited pages) and circulate information to ESSAC and ESO

Alan: to take action for updates of the ESO web site. To find a new website professional, as the previous person who used to update the website has retired.

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| Action Patricia, Alan: to add contacts in the ECORD photo gallery to provide visitors (e.g. journalists) with the proper photo credit and caption.  |

**IODP partners**

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| Action EMA (MB): to discuss the funding strategy about education and outreach at the next ECORD Council meeting in June.  |

Action All: to discuss further integration/co-ordination of outreach between IODP partners in the next IODP at our next ECORD outreach meeting in September.

Action EMA (PM): to discuss with Miyuki about the new IODP website to be uploaded in March 2012.

Action ESSAC: to connect with ECORD member countries’ national offices to raise awareness for the scientist opportunities in ECORD. In this case, *e.g.* to further promote interests of the Co-chief Scientists and lead the message to help scientists become aware of the available options.

Action ESSAC (Julia): to involve scientists in some communication pointers in order to help them promote and present the science.

Action ESSAC/Patricia: to ask Rudy and Bremen to distribute pictures of the Bremen Summer Schools

Action EMA (Gilbert): to discuss with the Executive Council regarding the implication of an outreach person as liaison to the ECORD FIB.

Action EMA: to distribute 4/5 slides of the new IODP/ECORD structure to the group.

Action EMA (Patricia): to ask for a demonstration copy of the new book ìReconstructing Earth’s Climate History,î written by Kristin St-John, Mark Leckie et al, at the EGU meeting.

Action Outreach Group: to meet together at IODP level to further discuss advertising the book on the ESSAC website.

**JR Portcall in Lisbon**

Action ESSAC (JGP)/ESO (AG)/PM: to collect and attach to the website the media coverage of the portcall in Lisbon.

Action Outreach Group: to apply the news for such successful events as the Lisbon port call, in the search for new sources for funds, *e.g.* from the industry sector.

EMA: to distribute newly printed documents (ECORD Business plan, updates of the folder, etc.) to ECORD

Patricia: to distribute an update of the contents of the ECORD Newsletter to the outreach group.

Action ESO/EMA: to create a new flyer of the MSPs "inspired" from the new *Chikyu* flyer. The flyer will be discussed further after IMAGES is ready to join ECORD.

2-page ECORD flyer for EC

Do we need a ready document?

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| Action (PM): to create in collaboration with DS3F an EC-focused brochure and discuss in 2012 the question if the document is needed, at the next meeting, in accordance with (action EMA @ Council # 18).  |

Action EMA (PM) ESO (AS): to create IODP-ECORD presentation for the general public

Action EMA (PM): to create a preliminary draft of each of the MSP expedition presentations from the existing leaflets. Patricia will send it to ESO, ESSAC and the Co-chief Scientists.

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| Action EMA (PM)/ESSAC (JGP): to request from all of the ESSAC delegates to translate the English version of the IODP-country specific leaflet in their language, and possibly Russian, in order to have available presentation material for their ministries.  |

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| Action EMA (PM): to revise the Distinguished Lecturer Program PPT presentations: * New Science plan PPT: to include the new Science plan Sketch and IODP structure, to eliminate list of MSP expeditions, include slides on ACEX, Tahiti, New Jersey and GBR.
* DLP PPT: to reduce the number of words, *e.g.* students, scholarships, grants, need short precise sentences and should include the ESSAC office contact info.
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**EGU 2012, 22-27 April, Vienna**

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| **Action EMA (PM):** to provide 4 free badges: 1 for IODP MI, 1 for ICDP, and 2 for ECORD: EMA and ESO, and reduced fee badges for people who will stand in the booth. |

EMA (PM): to distribute EGU Communication Plan to the ECORD, ICDP and IODP outreach group

**Press Conferences**

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| Action EMA (GC)/ESO (AG): to find out what would be the right way to sell the societal relevance of the J-FAST Expedition. Gilbert will approach Wataru Azuma about a media conference and live video with the *Chikyu* at the Townhall meeting.  |
| Action ESO (AG): to contact and ask Francisco Sierro about the possibility of a press conference concerning the Mediterranean Outflow Expedition, after which Lucas Lourens must be contacted.  |

**IODP-ICDP Townhall meeting.**

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| Action EMA (PM): to check if there would be an opportunity for live broadcasts (Q&A interview) at EGU 2012, as Kyoshi Suyehiro sounded positive about this topic. Action EMA (GC): to distribute the programme of the Townhall meeting. |

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**Booth Action:**

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| Action EMA (PM)/ESO (AS): to further discuss in Edinburgh if the booth posters have to be updated.  |

**Document and Goodies Actions.**

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| Action EMA (PM): to purchase more bags for the EGU.  |
| Action ESO (AS): to order USB keys with the ESO and IODP logos.  |

**V. ECORD/IODP booths at other conferences**

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| Action EMA/ESSAC/ESO: to let Patricia know when the group can discuss in detail the MontrÈal Goldschmidt Conference, possibly before EGU.  |

**VI. Main ECORD website**

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| Action EMA (PM): to upgrade ECORD webpage an subpages: update list of people in ECORD, simplify and condense text, apply more images, replace the ìPublic Informationî title with ìResourcesî.  |

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| Action EMA (PM): to add more substance to the webpage content via diagrams and the ECORD new structure explanations. In addition, the following webpage items need to be altered: Databases; education; public information and press and media.  |

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| Action Outreach Group: to keep the website updates item also on the Agenda for the Next Meeting.  |

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| Action EMA (PM): to create a Partnerships star ray, and a ìLinks with other Programsî tab. The DS3F information is to be placed under the ìLinksî tab. In addition, the DS3F text is to be edited by explaining concisely its meaning.  |

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| Action EMA (PM): to add Poland under the ìSearch ECORD Peopleî tab.  |

Action EMA (PM): to create a users' area for each of the two new ECORD Task Forces, accessible with a login and a password from the ECORD web site.

**ECORD Photo Gallery - Actions EMA (PM) / ESSAC (JGP) / ESO (AS).**

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| * To delete the older MSP expeditions photo gallery when the new one is completed.
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| * To create a link for the MSP Expeditions.
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| * To have several ECORD Photo Gallery contacts: Alan for MSP expeditions, Julia for Summer Schools and Patricia for the other items.
 |
|  |
| * To gather the images from different sources for the ECORD photo storage on the ECORD server.
 |
| * + To collect the existing photos from the expedition participants. (EMA/ESSAC)
 |
| * to agree on a unique ID for the photos: the date.
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| ESO Action (AS): to determine which images should be kept.  |

**ESO website.**

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| Action ESO (AS): * To revise the ESO website.
* To update ESO website including the Baltic Sea expedition before its implementation
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| Action Outreach Group: to coordinate in order not to repeat the website RSS news.  |

**ESSAC Website**

* To update Poland’s link and the upcoming workshops through ECORD;
* To post the School of Rock Reports on the ESSAC Education and Resources page: e.g. given a French teacher (Jean Luc BÈrenguer) and a Portuguese teacher (Helder Pereira) names will be provided to Julia. (ESSAC/EMA)
* To check which teachers sailed on the *ACEX expedition* and collect similar information for other expeditions at one place.

**Open expeditions for teachers to sail.**

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| Action ESSAC (JGP): to send Alan the USIO information regarding the expeditions that are open to teachers and for EMA and ESSAC to continue the teacher expedition open call discussion.  |

|  |
| --- |
| Action ESSAC (JGP): to start an early conversation in relation to the MSPs about calls for teachers.  |

|  |
| --- |
| Action ESSAC (JGP): to update the ìSubmit the Proposalsî page listed under the ìParticipation and sailingî tab.  |

Action ESSAC (JGP):

|  |
| --- |
| * to update and place the latest news column on the top of the webpage corner.
 |
| * to update all Calls for Application in the news, grants and scholarships.
 |

**ECORD in Wikipedia.**

**Actions Outreach Group:**

|  |
| --- |
| To extract material for the ECORD wiki pages from a 7-8 page summary of the *Future of ECORD* document prepared by EMA. (MB, GC)  |

|  |
| --- |
| Action (EMA/ESSAC/ESO): to create and circulate a suggested text of several chapters for the ECORD wiki page amongst the group. The chapter sections are due by the EGU in Vienna, (April 23-27, 2012).  |

**Wiki Content Action (EMA/ESSAC/ESO): Chapter Tasks division.**

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| Title: ECORD within IODP.  |
| Index list of the chapters below |
| Introduction (Albert)  |
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| International ECORD Expeditions (ESO-AS) |
| * Science concept of MSPs: Emphasize role within IODP
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| * Expeditions: to determine the expeditions list
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| ECORD Management: different entities (EMA-GC) |
| * Scope
 |
| * ECORD Partnerships
 |
| * ECORD’s Structure
 |
| ECORD and Society: show that program funded by taxes and goes to society. (AS) |
| * How we work with the general public
 |
| ECORD Future: (EMA- GC) |

**Internal Expedition Links**

|  |
| --- |
| Action EMA (PM): to fix the internal expedition links’ existing errors, edit the linked words and add images representative of the ECORD science: cores, etc.  |

**ECORD Social Networks and ECORD online**.

* Twitter

EMA (PM) to advertise IODP calls on ECORD twitter account.

* **Facebook.**

|  |
| --- |
| Action ESSAC (CE & JGP): to set up an ESSAC facebook page.  |

* **YouTube**

|  |
| --- |
| Action ESO (AG): to acquire the existing ECORD links within other YouTube channels, e.g. the OCEANDRILLING Channel by USIO.  |

**EDUCATION**

|  |
| --- |
| * Action ESO (AS): to keep the group updated about BBC’s recent interest in ECORD ("Final Frontiers") and if there is any feedback from the education programme "Speak up Scotland".
 |

**Next ECORD Outreach meeting**

* **Where? When?**

|  |
| --- |
| Action Outreach Group: to hold the next ECORD Outreach Meeting in Aix-en-Provence at CEREGE: Start September 3rd 9am until Sept 4th, 2012, or that is a 1.5 days meeting. |

|  |
| --- |
| Action EMA (MB, GC): to organize the meeting venue.  |

**ESSAC/ESO/EMA Education and Outreach Task Force Meeting**

**February 14–15, 2012**

**Instituto Andaluz de Ciencias de la Tierra (IACT), Avenida de las Palmeras, 4, Armilla, Granada.** **Draft Actions**

**I. Review of last meeting’s action items.**

|  |
| --- |
| **Paris, February 2011 and Prague, August 2011** |
|  |
| Patricia: to update and distribute the ECORD leaflet for approval |
|  |
| ESSAC office, Patricia: To contact ECORD teachers who took part in JR expeditions and SOR to send a report and feedback after returning to the classroom |
|  |
| Julia/Patricia: to prepare a presentation of IODP/ECORD for educators and students |
|  |
| Patricia: to order new core replicas: |
| Carlota has contacted Paula Weis (USIO curator) who still do it - she works with photos and not from the cores |
| Next step is to select the cores (that tell stories) - NJSS exp? GBREC? Mediterranean Outflow, Louisville? NanTroSEIZE? with co-chief scientists. |
|  |
| EMA-ESSAC: to prepare a draft of ECORD highlights to be discussed at the next outreach meeting late August - deadline is the first half of 2012 |
|  |
| Patricia: to collect statistics of ECORD web sites  |
|  |
| Alan: to take action for updates of the ESO web site |

Core Replicas.

|  |
| --- |
| Action ESO-EMA (AG, PM): to contact Michi Strasser and co-chief scientists (Siegfried Lallemant, Achim Kopf, Pierre Henry, etc.) to check if the NanTroSEIZE cores could be considered for new core replicas.  |

|  |
| --- |
| Action EMA (PM): Modify posters. The posters should tell in a Paragraph what the changes mean in the replicas, explain what is relevant, few words: catchy 1-2 words. So fewest time to read.Action EMA (PM): how to include a copy of a poster when sending the core replica? |

|  |
| --- |
| Action EMA (PM): to send the ACEX core replica to IODP-Canada for a long-term use.  |

**Web statistics**: website traffic and the most visited ECORD website pages.

|  |
| --- |
| Action EMA (PM): to circulate the Web statistics information about ESSAC and the most visited pages statistics to ESO.  |

|  |
| --- |
| Action ESO (AS): to find a new website professional, as the previous person who used to update the website has retired.  |

|  |
| --- |
| Action EMA (PM): to organise contacts in the ECORD photo gallery to provide visitors (*e.g.* journalists) with the proper photo credit and caption.  |

**II. Actions related to previous IODP Meeting events**

|  |
| --- |
| Action EMA (MB): to discuss the funding strategy about education and outreach at the next ECORD Council meeting in June.  |

Action All: to discuss further integration/co-ordination of outreach between IODP partners in the next IODP at our next ECORD outreach meeting in September.

**IODP website**

|  |
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| Action EMA (PM): to discuss with Miyuki about the new IODP webpage to be uploaded in March 2012.  |

**ECORD Participation in Expeditions.**

|  |
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| Action ESSAC: to connect with ECORD member countries’ national offices to raise awareness for the scientist opportunities in ECORD. In this case, *e.g.* to further promote interests of the Co-chief Scientists and lead the message to help scientists become aware of the available options. Action ESSAC (JGP): to involve scientists in some communication pointers in order to help them promote and present the science.  Action ESSAC/PM: to ask Rudy and Bremen to distribute pictures of the Bremen Summer Schools |

**Facility Implementation Board (FIB)**

|  |
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| Action EMA (GC): to discuss with the Executive Council regarding the implication of an outreach person as liaison to the ECORD FIB. Action EMA: to distribute 4/5 slides of the new IODP/ECORD structure to the group. |

**IODP at AGU 2011, San Francisco and EGU**

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| Action EMA (PM): to ask for a demonstration copy of the new book ìReconstructing Earth’s Climate History,î written by Kristin St-John, Mark Leckie et al, at the EGU meeting.  |

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| Action Outreach Group: to meet together at IODP level to further discuss advertising the book on the ESSAC website.  |

**JR Lisbon port call**

|  |
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| Action ESSAC (JGP)/ESO (AG)/PM: to collect and attach to the website the media coverage of the portcall in Lisbon. |

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| Action Outreach Group: to apply the news for such successful events as the Lisbon port call, in the search for new sources for funds, *e.g.* from the industry sector.  |

**III. ECORD publications/materials**

**ECORD Scientists/Funding Agencies/EC.**

* EMA (PM) to distribute newly printed documents (ECORD Business plan, updates of the folder, etc.)
* Action EMA(PM): to distribute an update of the contents of the ECORD Newsletter to the outreach group.
* Action ESO/EMA: to create a new flyer of the MSPs "inspired" from the new *Chikyu* flyer. The flyer will be discussed further after IMAGES is ready to join ECORD.
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