



ADINE is a project co-funded by the European Commission

Project no: TREN/07/FP6EN/S07.73164/038533 /CONS

Project acronym: ADINE

Project title: Active Distribution Network

D4 Project web pages and document management system

Due date of deliverable: 31.3.2008

Actual submission date: 31.3.2008

Start date of project: 1.10.2007

Duration: 36 months

Organisation name of lead contractor for this deliverable: Technology Centre Hermia Ltd.

Revision [1.0]

Project co-funded by the European Commission within the Sixth Framework Programme (2002-2006)		
Dissemination level		
PU	Public	X
PP	Restricted to other programme participants (including the Commission Services)	
RE	Restricted to a group specified by the consortium (including the Commission Services)	
CO	Confidential, only for members of the consortium (including the Commission Services)	



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1. PROJECT WEB PAGES

Project public web pages are in address www.adine.fi. Pages are updated continuously by Technology Centre Hermia. Main page view 31 March, 2008.



ADINE is a network of business, research and education developing sustainable solutions for sustainable energy.

Active Distribution Network

ADINE is a FP6-TREN-4 project under execution between October 2007 and September 2010.

The problem - need for the project
 Considerable amount of renewable energy in Europe represents Distributed Electricity Generation (DG). However, the electricity distribution systems have been designed without considering interconnection of DG. One of the main barriers to the penetration of DG at the distribution network level is the complexity of the interconnection process of DG into the network.

The solution developed in the project
 This project develops, demonstrates and validates a new method for the active management of a distribution network and the enabling solutions to support it. The solutions operate as active components in managing the network to enable an easy interconnection of different DG units. The solutions cover the protection of the network, planning and information systems, and voltage and reactive power control.

Partners in the project are:

- Technology Centre Hermia Ltd in Tampere, Finland
- Nokian Capacitors Ltd, Finland
- ABB Oy Distribution Automation, Finland
- Nokian Capacitors GmbH, Germany
- ComPower Ab, Sweden
- Tampere University of Technology, Department of Electrical Energy Engineering
- Lund University, Department of Industrial Electrical Engineering and Automation, Sweden

We encourage you to join the project email list to keep yourself updated about the project achievements.

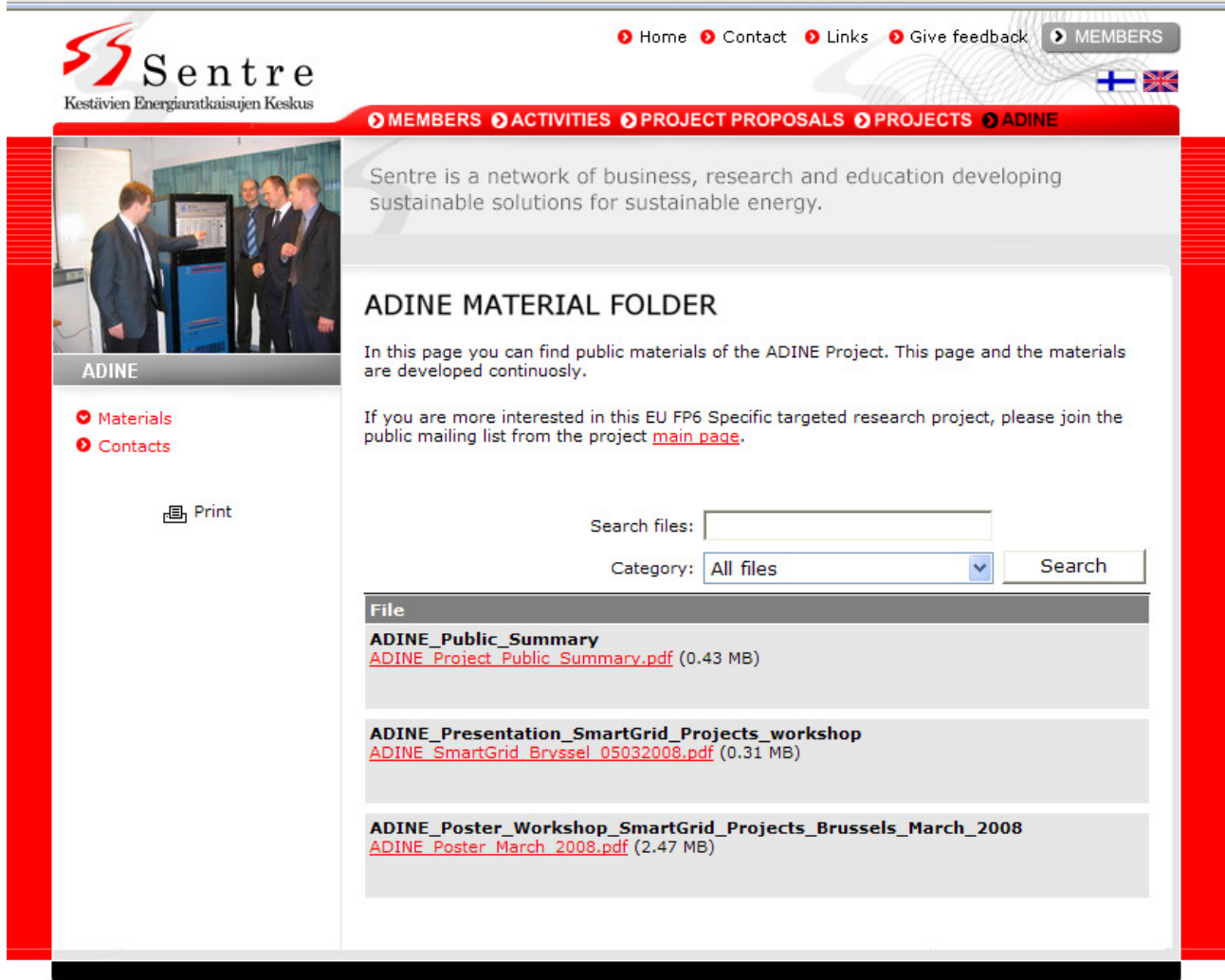
Write your email address to join the project mailing list

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Picture 1 Main page www.adine.fi

If person likes to join to ADINE public mailing list, he/she can write his/her email address to the public main page, submit the address and the notification comes to the project coordinator, who accepts the request and sends her/him response mail from web pages (hided page and function) and joins her/him to the public mailing list.

In Materials page there are public materials of the project. In contacts page you will find project partners contact information.



Sentre is a network of business, research and education developing sustainable solutions for sustainable energy.

ADINE MATERIAL FOLDER

In this page you can find public materials of the ADINE Project. This page and the materials are developed continuously.

If you are more interested in this EU FP6 Specific targeted research project, please join the public mailing list from the project [main page](#).

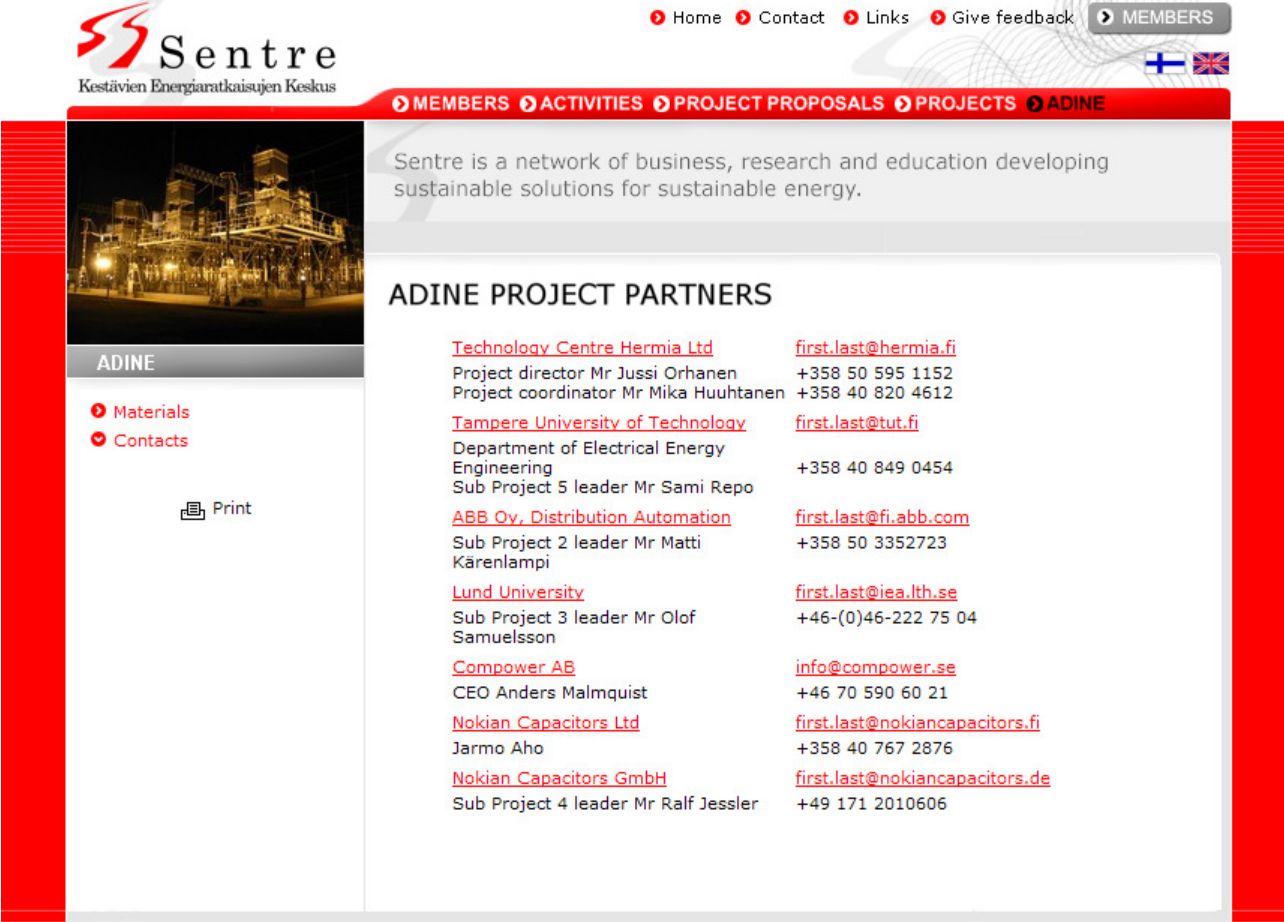
Search files:

Category:

File
ADINE_Public_Summary ADINE_Project_Public_Summary.pdf (0.43 MB)
ADINE_Presentation_SmartGrid_Projects_workshop ADINE_SmartGrid_Bryssel_05032008.pdf (0.31 MB)
ADINE_Poster_Workshop_SmartGrid_Projects_Brussels_March_2008 ADINE_Poster_March_2008.pdf (2.47 MB)

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Picture 2 Material page



Sentre is a network of business, research and education developing sustainable solutions for sustainable energy.

ADINE PROJECT PARTNERS

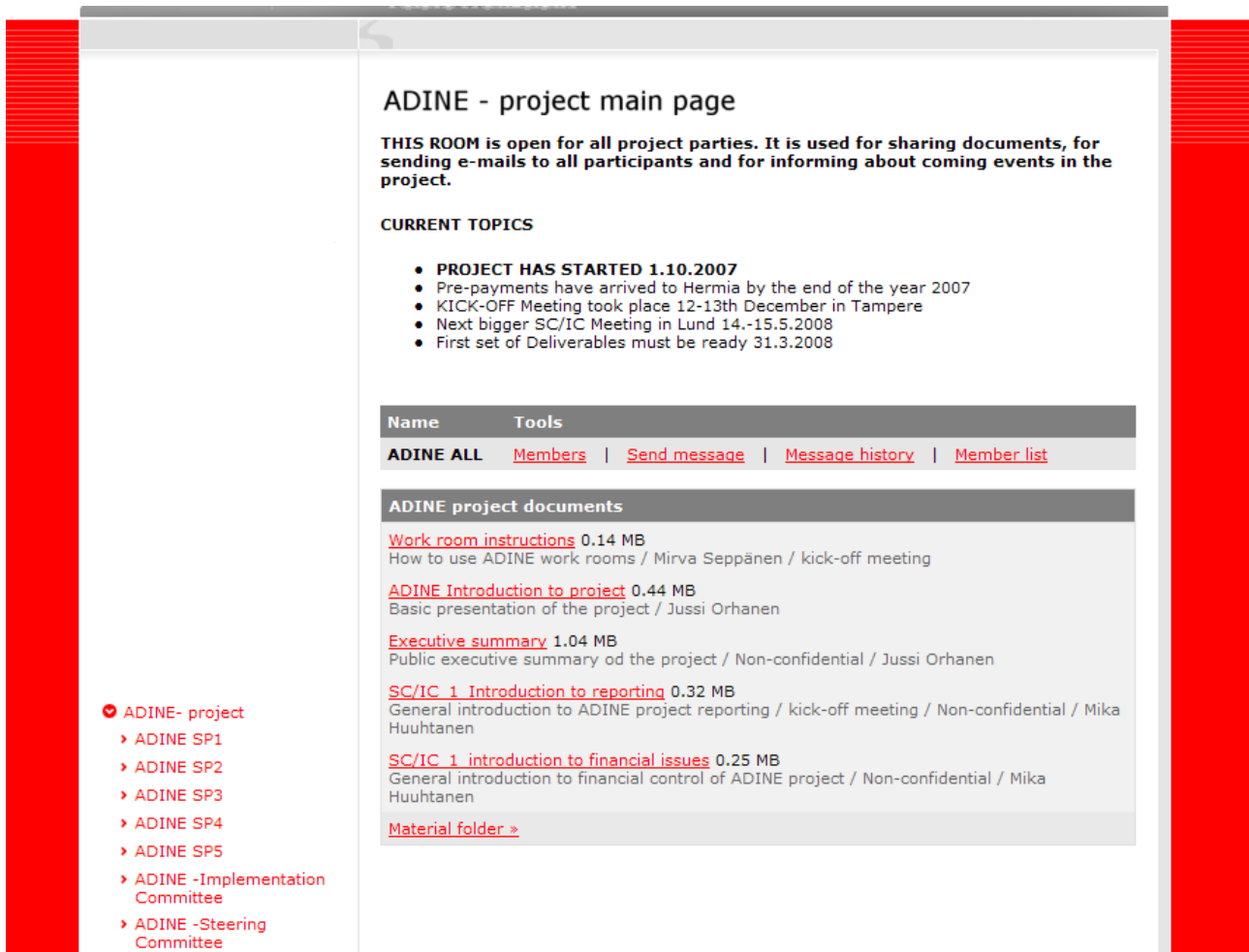
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Picture 3 Contact page

2. PROJECT INTRANET PAGES

In project intranet pages are used in project management and in document management. In intranet there is main page, pages for each SP and page for Implementation Committee and Steering Committee. In each page there is information part for current topics, e-mail tool for sending e-mails to the member of the workroom in question and the bottom of the page a material folder. Password management is taken care by Hermia.



ADINE - project main page

THIS ROOM is open for all project parties. It is used for sharing documents, for sending e-mails to all participants and for informing about coming events in the project.

CURRENT TOPICS

- **PROJECT HAS STARTED 1.10.2007**
- Pre-payments have arrived to Hermia by the end of the year 2007
- KICK-OFF Meeting took place 12-13th December in Tampere
- Next bigger SC/IC Meeting in Lund 14.-15.5.2008
- First set of Deliverables must be ready 31.3.2008

Name	Tools
ADINE ALL	Members Send message Message history Member list

ADINE project documents

[Work room instructions](#) 0.14 MB
How to use ADINE work rooms / Mirva Seppänen / kick-off meeting

[ADINE Introduction to project](#) 0.44 MB
Basic presentation of the project / Jussi Orhanen

[Executive summary](#) 1.04 MB
Public executive summary of the project / Non-confidential / Jussi Orhanen

[SC/IC 1 Introduction to reporting](#) 0.32 MB
General introduction to ADINE project reporting / kick-off meeting / Non-confidential / Mika Huuhtanen

[SC/IC 1 introduction to financial issues](#) 0.25 MB
General introduction to financial control of ADINE project / Non-confidential / Mika Huuhtanen

[Material folder »](#)

ADINE- project
 > ADINE SP1
 > ADINE SP2
 > ADINE SP3
 > ADINE SP4
 > ADINE SP5
 > ADINE -Implementation Committee
 > ADINE -Steering Committee

Picture 4 ADINE Intranet main page

3. PROJECT DOCUMENT MANAGEMENT SYSTEM

There are separate work rooms for following groups:

ADINE	Project main room (common for all)
IC-Room	Implementation Committee work room (SP-leaders)
SC-Room	Steering Committee work room (SC members)
SP1	Sub Project 1 work room
SP2	Sub Project 2 work room
SP3	Sub Project 3 work room
SP4	Sub Project 4 work room
SP5	Sub Project 5 work room

The owner of each room is in charge of controlling that right persons have access to their room as well as of proper document management in material folder.

Owner	Users	
ADINE	Hermia	Open for all employees in the project
IC-room	Hermia	Open for IC and SC members only
SC-room	Hermia	Open for Steering Committee members and their back-up persons only
SP1-room	Hermia	Open for all employees in the project
SP2-room	Lund	Open for persons named by owner
SP3-room	ABB	Open for persons named by owner
SP4-room	NC	Open for persons named by owner
SP5-room	TUT	Open for all employees in the project

3.1. NAMING OF THE DOCUMENTS

3.1.1. *Type of the Document*

Possible types of the documents, which are in use in the project, are:

P	Proposal
CPI	Contract Preparatory Information , replacing the current CPF
DoW	Description of Work
CAG	Consortium Agreement
MR	Management Report
TPR	Technical Progress Report
OR	Other Reports (optional, like Travel Reports to US, Japan, publications or consortium meeting reports)
PVC	Plan de Valorisation et Connaissance (PVC)
FR	Final Report
D	Deliverable ; the numbering of deliverables should refer to the workpackage (WP) to which it refers
CS	Cost Statement
AuC	Audit Certificate

3.1.2. *Identification(s) of the Document*

In project documents you should use name “ADINE” and in left corner and the ADINE logo is in the right corner in header of your document. Page number and total amount of pages should be in the right side of footer in project documents.

3.1.3. *Name of the File*

When you are naming a specific file (for sending it to another participant in different organization or saving it to the Centre –portal) you should name it in following way:

First part of the file name:	name of the ADINE –project
Second part of the file name:	type of the document
Third part of the file name:	date issued
Fourth part of the file name:	revision

For example:

ADINE_D1_31032008_rev1.0.doc

The main instruction how to use revision status in project document is that when you are doing preparing work (sending the document to another person for comments etc.), you should use revision 0.1, 0.2 (and so on) and when you are issuing document ready, you can use 1.0, 1.1 (and so on) revision numbers.

If see necessary, you can use 0.1.1, 0.1.1.1 and 1.0, 1.1, 1.1.1 (for example) to describe change in some technical issue, which is affecting to implementation. When you use more than one (sub) stage in the revision number, communicate about this revision with other partner(s) and/or person. You should make sure that he or she knows what is basis for the version number in this particular document.

ADINE - project main page

[« Exit material folder](#)

Search files:

Category: All files ▼ Search

File	
ADINE Introduce	Kick-off meeting in Tampere 12.-13.12.2007
ADINEintroduction	Final deliverables
Basic presentation	Background material
	Dissemination material
	Instructions
ADINE work room	Basic Study
ADINE_manual.doc	(0.14 MB)

Manual for using ADINE work room 12.12.2007

Executive summary
[ADINE_word_template_Public_Summary.doc](#) (1.04 MB)
 Public executive summary od the project / Non-confidential / Jussi Orhanen

Kick-off Agenda
[ADINE Kick Off Agenda.doc](#) (0.41 MB)
 Kick-off Agenda December 12-13th 2007

SC/IC_1_introduction to financial issues
[ADINE_Basic Introduction to Financial Issues.ppt](#) (0.25 MB)
 General introduction to financial control of ADINE project / Non-confidential / Mika Huuhtanen

SC/IC_1_Introduction to project
[ADINEintroductiontoproject.ppt](#) (0.44 MB)
 General introduction to ADINE project in kick-off meeting / Non-Confidential / Jussi Orhanen

SC/IC_1_Introduction to reporting
[ADINE_Project_Reporting_Introduction.ppt](#) (0.32 MB)
 General introduction to ADINE project reporting / kick-off meeting / Non-confidential / Mika Huuhtanen

Work room instructions
[ADINE_manual.doc](#) (0.14 MB)
 How to use ADINE work rooms / Mirva Seppänen / kick-off meeting

- ADINE- project
- ADINE SP1
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- ADINE SP5
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- ADINE -Steering Committee

Tulostettava versio

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Picture 5 Example of material folder.