European Language Resource Coordination
Connecting Europe Facility

European Commission

ELRC Network
Country-specific workshops
Concept and Contents

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Workshops as an instrument for

- Raising awareness (about existing and emerging multilingualism enabling solutions)
- Eliciting requirements (for multilingual solutions)
- Collecting data (using which multilingual solutions will be built or improved)
- Charting the national scene (in terms of players/data/tools)
- Creating/reinforcing synergies (between national and European actions)

Contractual commitments

- Organise 30 country-specific workshops, in order to
  - identify online services (national and European) which could benefit from CEF AT
  - identify the multilingual requirements of these services
  - identify relevant language resources and LT tools

- Workshops character:
  - identify and examine public online services relevant for CEF and potentially benefitting from CEF Automated Translation
  - work more hands-on with interested parties

Workshops objectives

- sustain and expand the network established in ELRC
- re-relate the European context to local needs and local potential, by showcasing existing country-specific services benefiting from eTranslation
- monitor the developments in data and tools availability both at each particular country and at the European level (ELRC as an observatory)
- update the already engaged stakeholders on the results achieved by CEF and ELRC
- support interested parties in managing their data, from identifying data to resolving technical and legal issues – several aspects of data management (plans)

Capitalizing on the ELRC experience (1/2)

ELRC workshops	ELRC+ workshops
Mainly targeted potential data owners	Will target both data owners and **online services stakeholders**: a) Local services that implement/adopt DSIs and Building Blocks b) National public online services c) Services that have been developed by (EU) projects
Finding: Public administrations across Europe lack the resources to support ELRC activities	Top-down approach (i.e. reach out to **high-level officials**) interleaved with a bottom-up approach
MT as a translator's aid (focus on MT@EC)	More emphasis on MT as the indispensable solution to providing multilingual online services (focus on eTranslation platform)
"share whatever the type and format of available resources"	Raise awareness on **domain-specific** data, i.e. data appropriate to accommodate the requirements of DSIs
Introduction to the legal framework, "providing public open data is safe"	**Data-oriented approach** with concrete examples, simple workflows and techniques – as interactive as possible

Capitalizing on the ELRC experience (2/2)

ELRC workshops	ELRC+ workshops
Training sessions: • MT@EC presentation • ELRC-SHARE not available at all WSs • basic notions and types of datasets	Training sessions: • MT@EC live demo to exhibit the power of appropriate training data (adapted vs. non-adapted scenario) • Familiarize participants with the repository • Bird's eye view of the process from translated documents to translation memory files

Key messages in a nutshell

- CEF is about online services that will benefit public administrations, the industry and every single citizen in Europe
- eTranslation is a cross-sector service enhancing various DSIs and empowering national online services
- ELRC seeks to enhance eTranslation, thus empowering both European and national public online services
- CEF and ELRC exhibit tangible results
- The “helping-countries-help-themselves” perspective: support your language through national funding schemes and policies for sustainable (open) data, digital services, multilingualism and language technologies to ensure the country’s presence in a digitally connected Europe. Let’s align EU and national activities in support of the modernization of the public sector

General outline

- **Policy-level and strategy oriented component**: raise awareness of CEF initiatives and link them to the local context, in order to unlock support by national decision makers at the highest level possible
- **Users and "practitioners" component**: tutorial-like interactive character, sets the grounds for facilitating actual engagement through sharing language data (and possibly tools)

Master Agenda

Participants

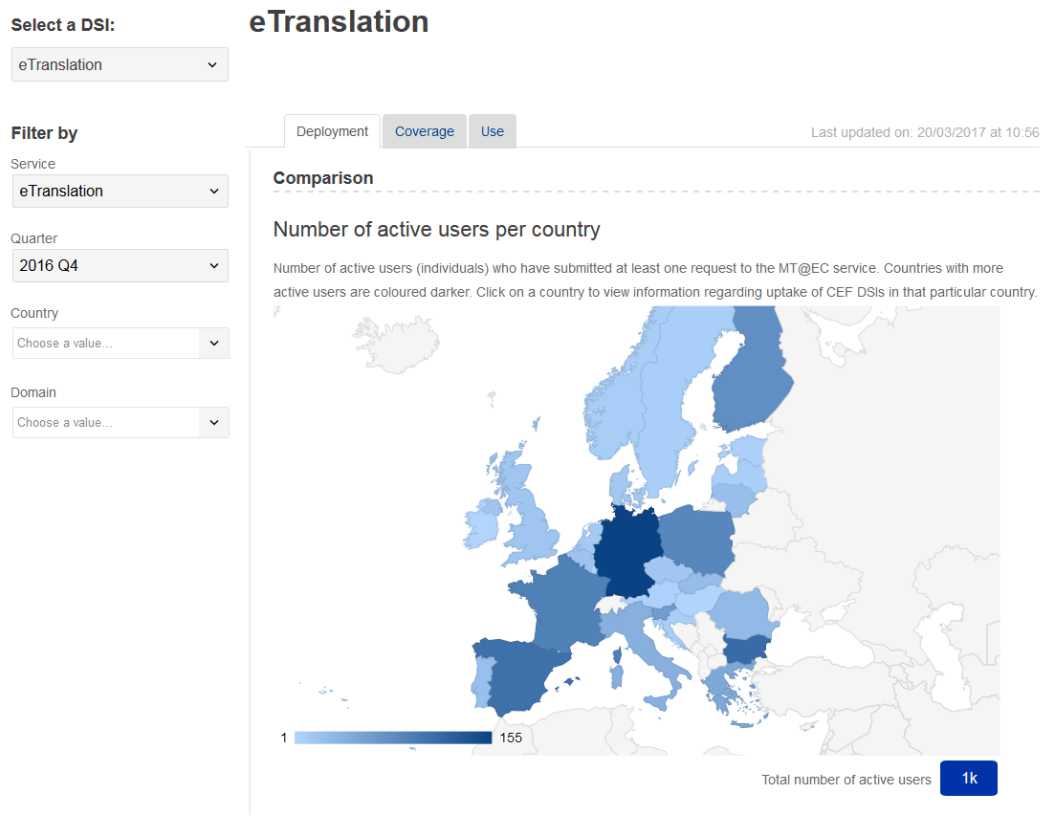
Per type	Per domain
High-level officials who can influence decision-making	eGovernment, Open Government, Multilingualism and Language Technologies
Digital services stakeholders, funded/created by • CEF • National public initiatives • Other (EU) projects	Preferably relevant to DSIs: eJustice, Business registers, Safer internet, Social Security, Open Data, Dispute Resolution
Potential data owners • Engaged participants and/or contributors from previous series of WSs • Public sector (central government and regional/municipal authorities): target departments dealing with multilingual content • international NGOs with local representation, esp. those active in immigrants/refugees • Consulates and embassies • Bilateral Chambers of Commerce • …	

National scene(s)

- CEF eTranslation uptake
- National stakeholders
- Sources to identify participants

eTranslation uptake

- **Uptake of CEF eTranslation Building Block**
  -> per country view of deployment and use (https://ec.europa.eu/cefdigital/wiki/display/CEFDIGITAL/Uptake)



eTranslation users per country

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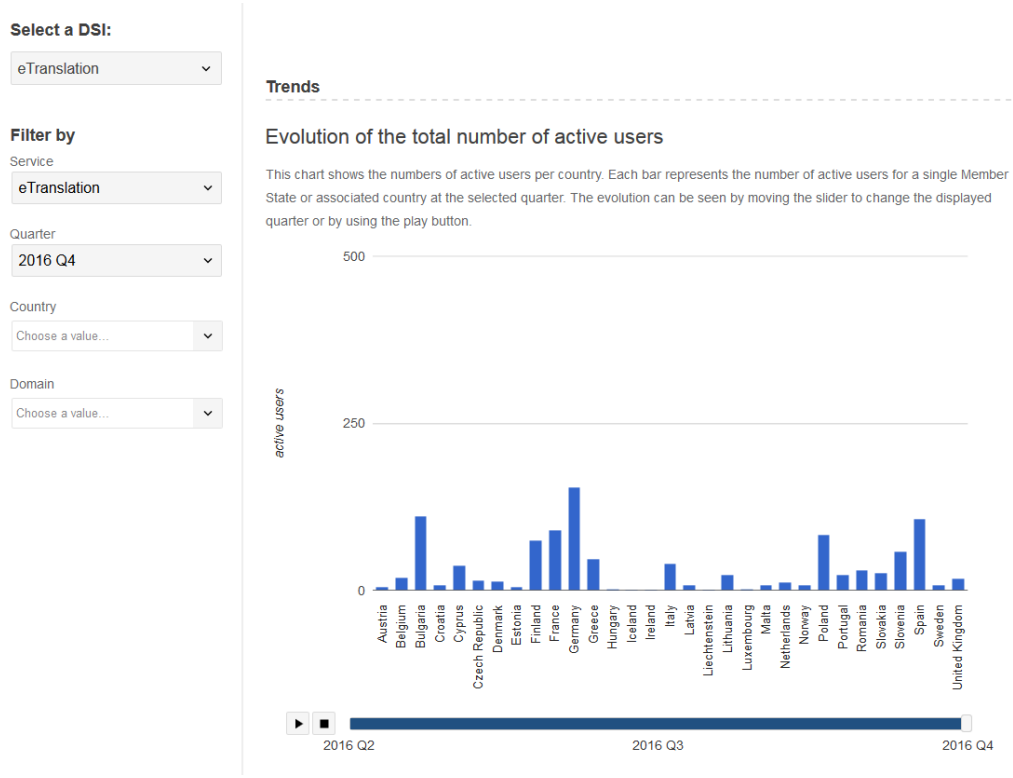

eTranslation: evolution of use

- **Uptake of CEF eTranslation Building Block**
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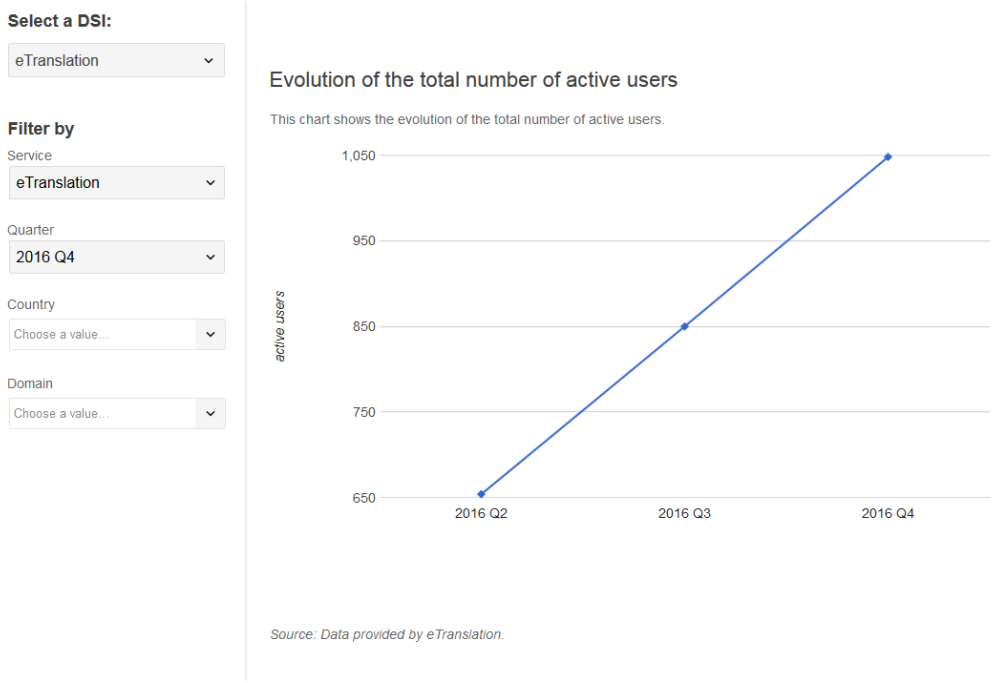
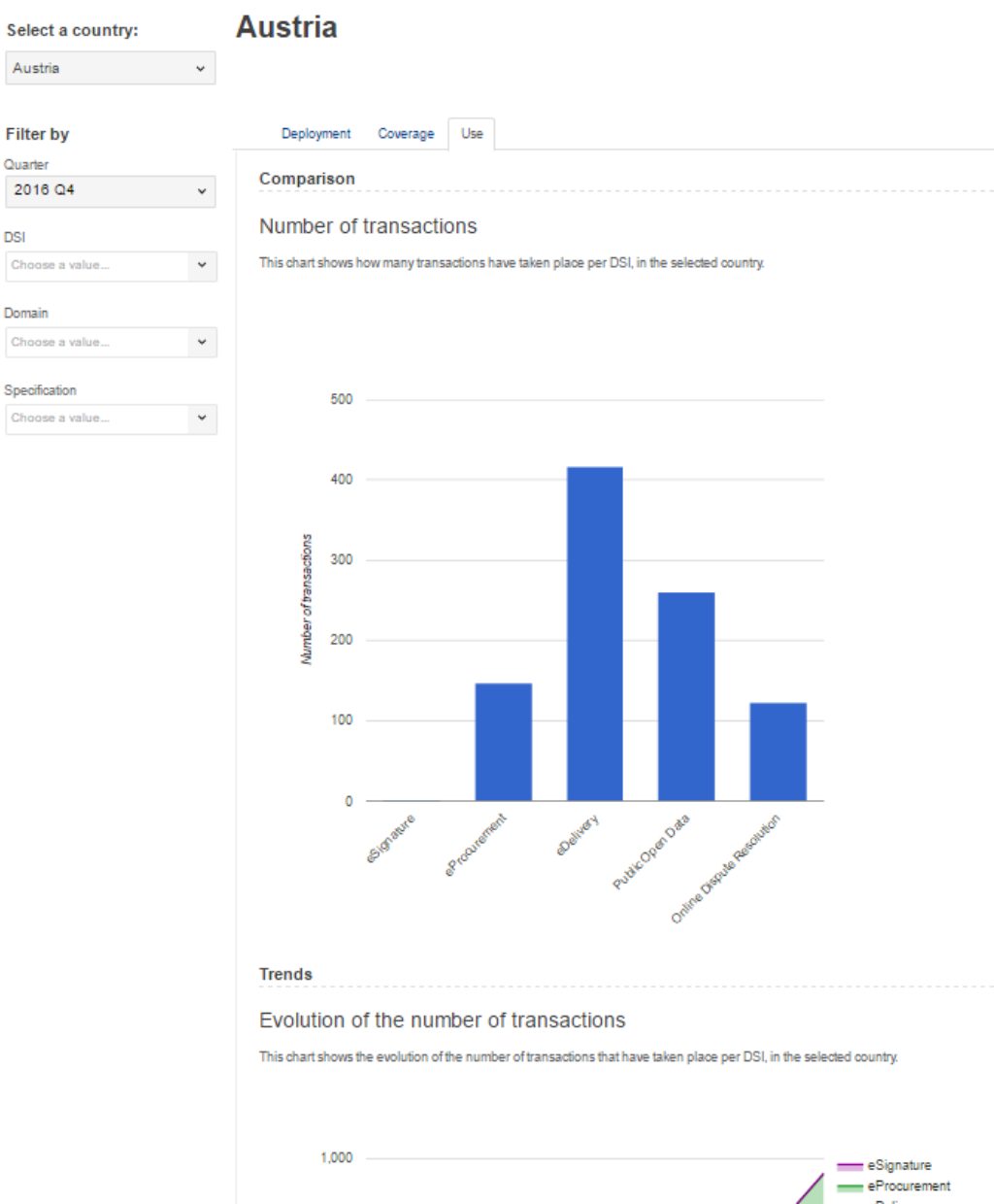


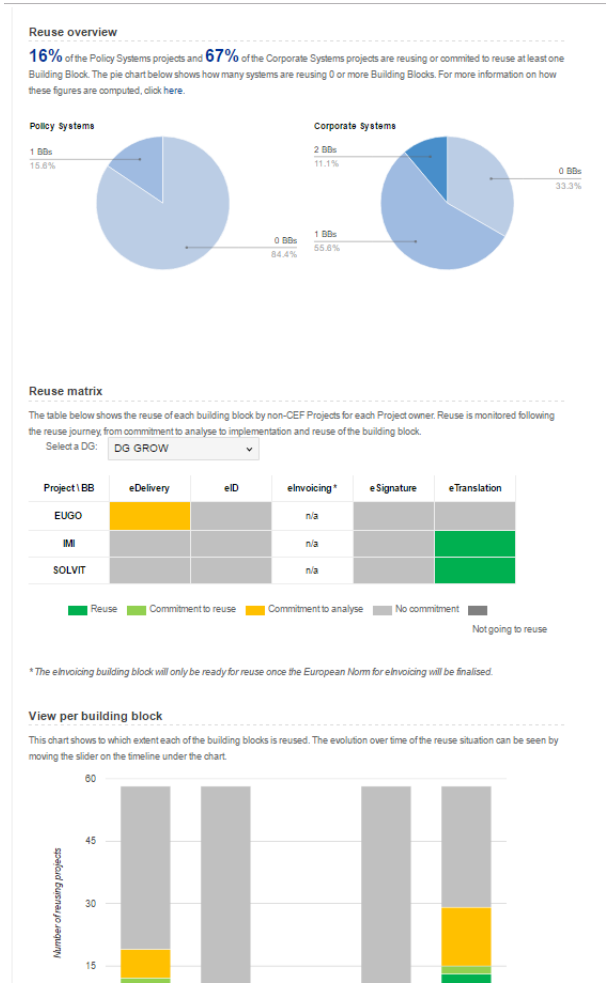
Other DSIs uptake

- **Uptake of CEF DSIs and Building Blocks**
  -> per country view of deployment and use (https://ec.europa.eu/cefdigital/wiki/display/CEFDIGITAL/Uptake)



eTranslation used by other projects

- **(Re)Use of eTranslation by other non-CEF projects**
  -> some of the projects may have national coordinators or contact points (https://ec.europa.eu/cefdigital/wiki/display/CEFDIGITAL/Reuse+by+other+projects)



National online services and stakeholders

- **National public online services and stakeholders**: eGovernment factsheets by the EC National Interoperability Framework Observatory (NIFO) (https://joinup.ec.europa.eu/community/nifo/og_page/egovernment-factsheets)

- eGovernment Factsheets 2016
- eGovernment Factsheets 2015
- eGovernment Factsheets 2014

eGovernment Factsheets 2016 NEW

Country	Factsheets	Published*
Austria	Download PDF	03-2016
Belgium	Download PDF	03-2016
Bulgaria	Download PDF	03-2016
Croatia	Download PDF	03-2016
Cyprus	Download PDF	03-2016
Czech Republic	Download PDF	03-2016
Denmark	Download PDF	03-2016
Estonia	Download PDF	03-2016
European Union	Download PDF	06-2016
Finland	Download PDF	03-2016
France	Download PDF	03-2016
FYROM	Download PDF	03-2016
Germany	Download PDF	03-2016
Greece	Download PDF	03-2016
Hungary	Download PDF	03-2016
Iceland	Download PDF	03-2016
Ireland	Download PDF	03-2016
Italy	Download PDF	03-2016
Latvia	Download PDF	03-2016

Sharing and reuse awards

- Sharing and Reuse Awards Contest 2017 of the ISA² Programme
  -> is your country represented with an IT solution? (https://ec.europa.eu/isa2/awards_en)

Name of the solution	Institution name	Country	Type of the solution
Citadel on the Move	Issy Média	France	Open Source Software
qvSIG	Generalitat Valenciana	Spain	Open Source Software
Oskari	National Land Survey of Finland	Finland	Open Source software
Sentilo	Institut Municipal d'Informàtica. Ajuntament de Barcelona	Spain	Open Source Software

National category

Name of the solution	Institution name	Country	Type of the solution
AERIUS	National Institute for Public Health and the Environment (RIVM)	The Netherlands	Open Source Software
OSiP - Online-Sicherheitsüberprüfung	Ministry of Interior of the State of North Rhine-Westphalia (Ministerium für Inneres und Kommunales NRW)	Germany	Open Source Software
PDOK (Public Services On the Map)	The Dutch Cadastre, Land Registry and Mapping Agency (Kadaster)	The Netherlands	Shared Service
Supervizor	Ministry of Finance of the Czech Republic	Czech Republic	Open Source Software

Regional category

Name of the solution	Institution name	Country	Type of the solution
Citizen's Guide of the Region of Epirus	Region of Epirus	Greece	Open Source Software
Territoires Numériques Bourgogne-Franche-Comté	Groupement d'Intérêt Public e-bourgogne-franche-comté (GIP e-bfc)	France	Shared Service
Gebruikersbeheer en Toegangsbeheer van de Vlaamse overheid (Identity and Access Management Platform of the Flemish Government)*	Flemish government, Agentschap Facilitair Management	Belgium	Shared Service

Public Sector Innovation

- OECD Observatory of Public Sector Innovation (https://www.oecd.org/governance/observatory-public-sector-innovation/innovations/)

How to identify participants

National expertise:
YOU!

Workshops organisation

Workshops organization per task

Supervision and administrative support:
- Overall monitoring
- Subcontracting
- Branding and printing

DFKI Secretariat (T1)

Central organization:
- Finalisation of concept, central planning (support by DFKI/ELDA/TILDE)
- Preparation of master material (agenda, invitations, presentations key-points, forms) (support by DFKI/ELDA/TILDE)

ILSP T8 Lead

Local organization:
- Participants/speakers identification and invitation
- Arranging venue, catering, interpreting
- Set date
- Adapting/translating material
- Organising travel grants
- Advertising event
- Reporting

ELDA & local SC

Tilde & local SC

ILSP & local SC

Workshops organization per region

Tilde:
Denmark
Estonia
Finland
Iceland
Latvia
Lithuania
Norway
Sweden

ELDA:
Belgium
France
Germany
Ireland
Italy
Luxembourg
Malta
Portugal
Spain
The Netherlands
United Kingdom

ILSP:
Austria
Bulgaria
Croatia
Cyprus
Czech Republic
Greece
Hungary
Poland
Romania
Slovakia
Slovenia

Your involvement (1)

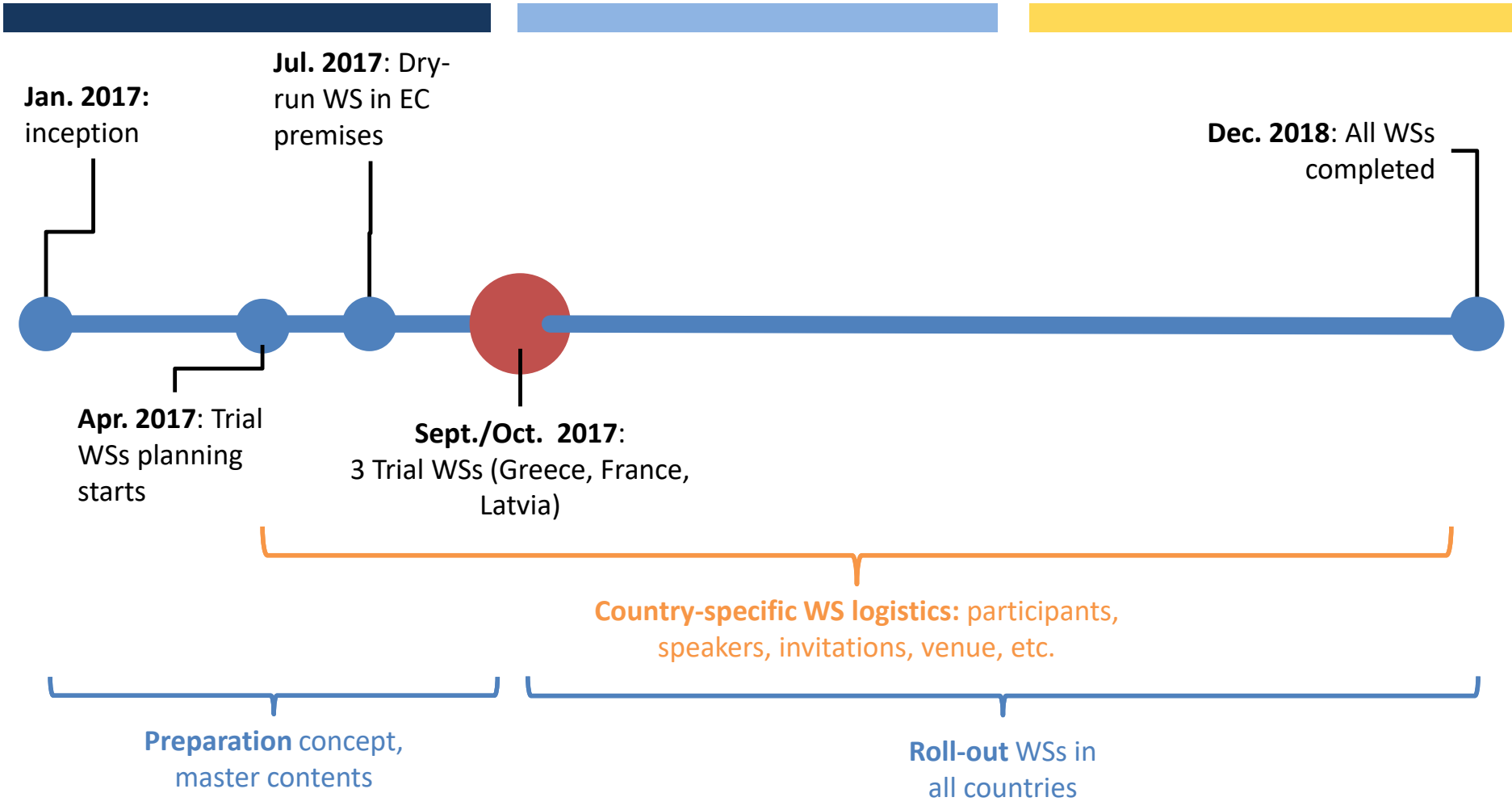
- National Anchor Points as local representatives of ELRC and local organisers
- In organizing the workshop you will be actively and intensely supported by the ELRC partner responsible for your region (ELDA, ILSP, Tilde)

- Your involvement is the **key success factor** for:
  - defining the local contexts and needs
  - underlining the national character/identity of the event

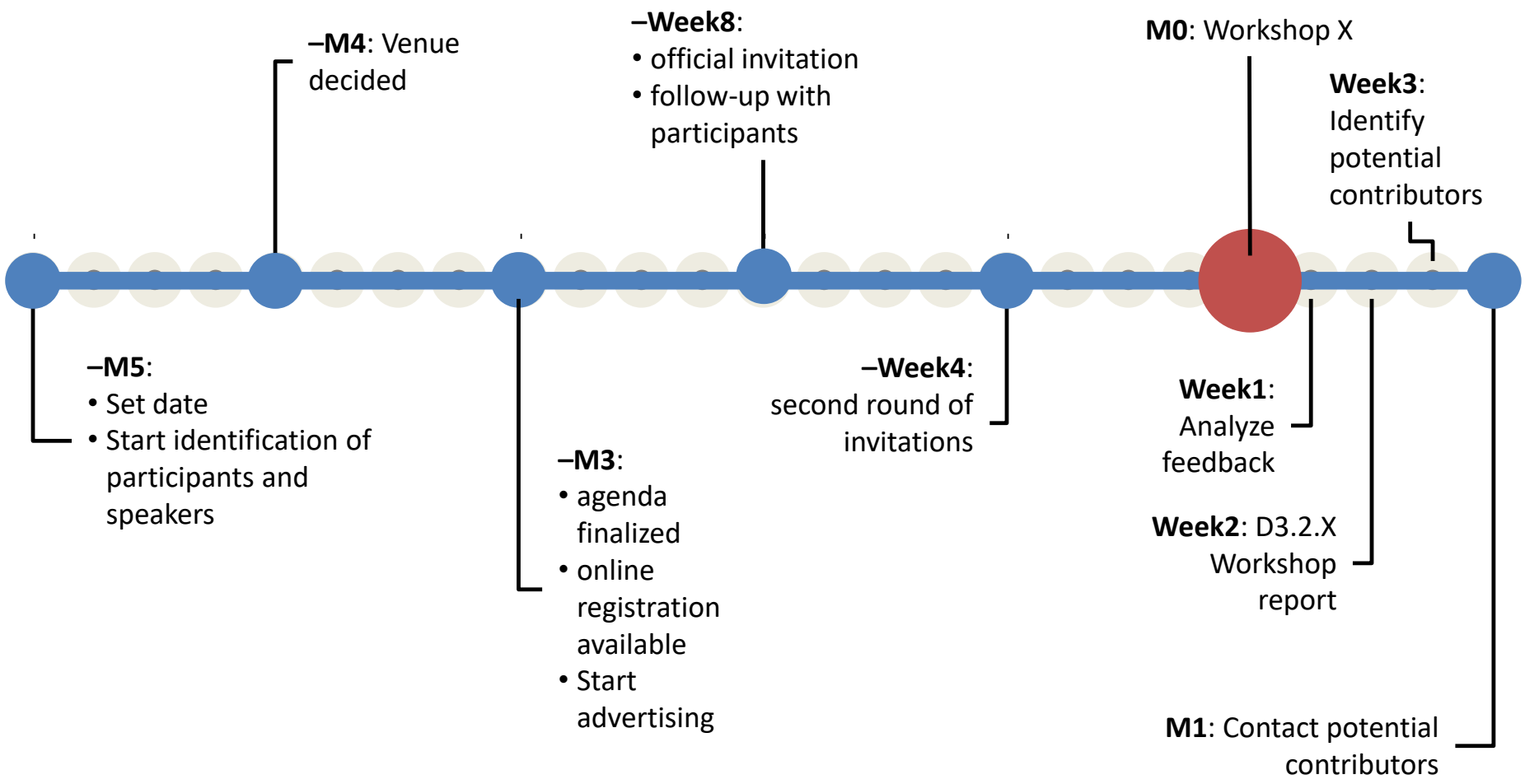
Your involvement (2)

- Main tasks:
  - Localization of content (agenda, invitations, participants folder, dissemination material etc.),
  - Managing the provision of onsite services (venue, catering, interpretation)
  - Identification and invitation of participants and speakers
  - Presentations:
    - welcome and introduction speech, in collaboration with the ELRC representative (*S0.1 Welcome by the local organizers*)
    - presentation of the ELRC country-specific results (*S2.2 ELRC in [country X]*)
  - Reporting of the workshop
- Prepare to contribute to:
  - easing social concerns around data sharing
  - technical and/or legal questions (let's keep in mind the key questions that surfaced in the previous round)
  - choose and make available input data for MT demos (e.g. to help the DGT FO with the MT@EC demo, if need arises)

Timeline (overall)



Timeline (country-specific workshop)



Workshop preparation

Preparatory actions | 1

- **Step 0:** The ELRC regional representative (ELDA, ILSP, Tilde) will arrange country-specific webconferences to set the organisational issues in motion
- **Step 1:** Contact your local DGT Field Officer (as soon as possible) (http://ec.europa.eu/dgs/translation/getintouch/localoffices/offices_en.htm)
  - It is important to establish a good collaboration with him/her.
  - The workshop date should be set together with the DGT Local Field Officer and your ELRC representative taking into account the circumstances in the public service administration in your country.
  - However, do not overburden him/her
- **Step 2:** Set the date in agreement with the DGT Local FO (as soon as possible)
  - Ideally co-locate with relevant events attracting public sector representatives (or the LT community)
  - Please populate the relevant_events.xlsx file with events in your country

Preparatory actions | 2

- **Step 3:** Start identifying participants (ideally 5 months before the event). Please note:
  - The main target audience of your workshop are public administrations (ministries, central authorities etc.) and online services stakeholders
  - In many countries the DGT local field officers have organised workshops on MT@EC → the participant lists from these workshops are very helpful. So, get public sector contacts from the DGT Local FO.
  - Try to have a balanced representation of local public sector (ministries, other organisations), internally (i.e. not all from one ministry) but also in relation to the 6 DSIs
  - Try to involve the country's experts and practitioners in the area of Open Data (local data.gov.x, EU Open Data Portal anchors, etc.)
- **Step 4:** Identify a venue large enough to host all participants of your workshop which also provides the opportunity for simultaneous interpretation (4 months before the event)
  - Ask your DGT local field officer if the premises of the DGT local field office / EU representation in your country can be used

Preparatory actions | 3

- **Step 5:** Adapt the workshop agenda to the local context dynamics (who the speakers are going to be, why, etc.) (3 months before the event)
- **Step 6:** Finalise the list of speakers and invitees as soon as possible (ideally 3 months before the event)
- **Step 7:** Have the details of the workshop published on the ELRC website (localized agenda, registration form in local language)

Sending out the invitations | 1

- Step 1: A master invitation letter in EN will be made available to you
- Step 2: Translate/localize it in your language. The letter/email should contain the following pieces of information:
  - Date & venue
  - Contact person
  - A draft agenda (you may use the master agenda in EN if you do not have a draft one)
  - Online registration address from the ELRC website
  - Stress that the event is free-of-charge
- Step 3: Ask your ELRC representative to have the invitation letter signed by the European Commission (DG Connect or DGT)
- Step 4: You may set up a local email account from which the email will be sent
- Step 5: Send out the first round of invitations (8 weeks before the event)
- Step 6: Send out the second round of invitations (4 weeks before the event)

Presentations material

- Translate all master slides into local language
- Localise the country-specific information
- Ask the panelists for their presentations in advance (if they plan to use ppt)
  - Please note: Ensure the speakers' consent to publish the workshop presentation files on the ELRC website
- Provide all material (master slides in English + localised version + panelists' material) to the interpreters before the event, so that they know the content and the terminology
- Use large fonts and "light" slides - not too much content on each slide

Materials / Forms to be created

- Registration form for onsite registration
- Badges for participants
- Speakers' consent form (if the event is video-recorded)
- Certification of attendance
  - Tip: hand out the certifications of attendance at the end of the event, when the filled in feedback forms are returned!

Promotional materials (optional)

- ELRC is centrally taking care of all promotional material
- Make arrangements for any promotional material, so that everything is delivered at least three days before the event

The ELRC+ information package for you

- The information package for the ELRC workshop organisation includes
  - The master agenda of an ELRC workshop (in EN)
  - The draft invitation letter to an ELRC workshop (in EN)
  - The draft press release for an ELRC workshop (in EN)
  - The set of master slides for an ELRC workshop (in EN)
  - The ELRC feedback form for the workshop (in EN) to be completed by participants during/after the workshop
  - The ELRC engagement form (in EN) to be completed by participants during/after the workshop
  - The draft consent (if the event is to be video-recorded)
  - Internal and public report templates
  - Brochure template (in EN)
  - ELRC+ logos