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## **A SUMMARY REPORT: CTI WEB MANAGEMENT TRAINING**

**SICHE Library – Kukum Campus, Honiara, Solomon Islands, 3<sup>rd</sup> & 4<sup>th</sup> July 2012**



***Report by Lysa Wini-Simeon***

This report was completed as part of the Coral Triangle Initiative on Coral Reefs, Fisheries and Food Security (CTI-CFF) National Program in Solomon Islands. The Solomon Islands Government through the Ministry of Environment, Climate Change, Disaster Management (MECDM) and Ministry of Fisheries and Marine Resources (MFMR), and CTI Partners, seek to ensure marine and coastal resource are suitably managed, to secure the long term improvement of the livelihoods of Solomon Islanders.

## 1. Introduction

The Solomon Islands National Plan of Action (NPoA 2010) under its *Theme 3 – Data and Information Management for coordination and Decision Making* supports the need to develop a website. The website was developed as part of the National Coordination Committee (NCC) strategy to address the issue of non-existing data management system to compile, store and access natural resource management information vastly available at the local and national level for sound strategic planning.

During the Knowledge Management Regional Exchange supported and conducted by ADB RETA 7307 and IW:LEARN. This exchange was held in Thailand and attended by Mr Ronald Lukisi from the Solomon Islands College of Higher Education (SICHE). At the exchange, the interest and need for development of national websites were highlighted, and upon, Mr Lukisi's return, he presented the meeting outcomes to NCC.

With the technical support from Mr Lukisi, the CTI Website Development team was established and endorsed by the National Coordination Committee (NCC) to scope opportunities to develop a National Website in 2011. The Team comprised of the CTI National Coordinator (MECDM), NCC Rep from Ministry of Planning and Aid Coordination, Ronald Lukisi and Morgan Zinihite (SICHE), CTI National Liaison Officer (CTSP) and ADB Knowledge Integrator (World Fish Center).

The CTI Website Development Team activities planned for 2012 was to;

- i. Develop the CTI National Website
- ii. Launch the Website by June 2012
- iii. Conduct Web Management Training for NCC Members and CTI National Work Program

By June 2012, the Website was completed and prepared to be launched on July 7 along with the CTI Day, Environment Day and World Oceans Day Celebrations in Solomon Islands. Therefore, this web management training was the Team's final activity and it was aimed to ensure NCC and CTI NWP are able to familiarize with the Plone system used for the CTI Website, seek better understanding on basic elements in the Plone system, understand how to contribute to content development and learn how to manage the CTI National Website

There were 11 Participants attending the training and representing National Coordination Committee (NCC), Youth Environment Program/UNDP-MECDM, The Nature Conservancy (TNC), World Fish Center, Solomon Islands Locally Managed Areas (SILMMA), Ministry of Environment, Climate Change, Disaster Management & Meteorology (MECDM) and Ministry of Fisheries & Marine Resources (MFMR).

## 2. Session Proceedings

**Day 1, 3<sup>rd</sup> July 2012**

### **OPENING SESSION**

**Why [www.ctisolomons.net.sb](http://www.ctisolomons.net.sb) by Agnetha Vave-Karamui**

**Ms Agnetha Vave-Karamui**, CTI National Coordinator and Chief Conservation Officer at the Environment Division, MECDM officially welcomed the participants and continued with the opening presentation. Her presentation outlined why CTI website was developed, and how it is an essential tool to manage, promote, and disseminate information on CTI activities implemented in Solomon Islands to the region. Further more, emphasis was made on roles of MECDM and MFMR and their guiding policies e.g. National Biodiversity Strategy Action Plan (NBSAP), NECDAP, SILMMA network and corporate plans on information management for public and national strategic planning processes. She briefly reiterated the history of the website and finally concluded with the Website Teams vision and that is to centralise all CTI related information, link to Regional Interim Secretariat, CT6 countries and other regional and international platforms, share information through knowledge and communication products and link to MFMR and other Partners in country. (Presentation attached as Appendix 2.1)

**Ms Bianca Priest**, Marine Project Officer of the Coral Triangle Work Program followed with a presentation on guidelines to adhere to when writing stories, usage of images and proper acknowledgement of partners using logos. Her presentation concluded with guidelines on quality and sensitivity check requirements to be done by reviewer designated by the Web Management Team. (Website guidelines attached as Appendix 2.2)

### **Session I: Getting to know Plone by Ronald Lukisi**

The objective of this session was to lay the groundwork for understanding the website system used, in this case Plone.

Mr Lukisi described what Plone is in simple term and outlined the key elements that the training will focused on for the next 2 days. (See presentation attached as Appendix 2.3)



**Picture 1: Ronald Lukisi explaining features available on CTI Solomons website**

## **Session II: Let's 'Flirt' with Plone by Ronald Lukisi**

The objective of this session was for participants to have hands on experience on working on a plone system.

Mr Lukisi succinctly explained the features in the website and their functions; this includes;

- how to register and sign in
- how to create a folder and sub-folder e.g. NEWS , EVENTS, RESOURCES
- how to upload news item
- how to navigate the default pages e.g. HOME
- how to upload a movie file
- how to manage and use the portlet function
- how to create a 'collection'
- how to include' applets'

The session concluded with each participant successfully accessing a test account for them to develop and manage in the following day session.

### ***Day 2, 4<sup>th</sup> July 2012***

## **Session III: Befriending 'Plone' by Ronald Lukisi and Lysa Wini-Simeon**

This session was designed for participants to design the layout of their test site, develop pages according to their individual preferences and provide contents for each page created e.g. EVENTS, NEWS etc.

Participants concluded with writing stories on recent national events to be posted by the Web management team in the website.



*Picture 2: Agnetha and Elirose 'befriending' plone*

### 3. Key Recommendation and Conclusion

#### **Session IV: Whats next? by Lysa Wini-Simeon & Agnetha Vave-Karamui**

To conclude the training, a plenary discussion allowed time for participants to provide comments on what each ones roles in relation to the website. A general consensus by participants stating that the;

- Administrator right should remain with the current Web Management Team and the rest would have contributor status.
- The test site be made accessible externally for participants to continue practising how to use and manage site.
- Web Management Team must organise an Advance Training by end of year (2012)

In conclusion, the web management team acknowledged the recommendations and participants for making the training a success.

## 4. Appendix

### Appendix 1: Participants and Resource Person List

1. Agnetha Vave-Karamui (MECDM)
2. Ataban Kapule (MFMR)
3. Chris Ora (YEP/SICHE)
4. Thaddeus Siota (MECDM/Climate Change Division)
5. Bianca Priest (MECDM)
6. Trevor Maeda (MECDM)
7. Elirose F (SILMMA)
8. Senoveva Mauli (TNC)
9. Delvene Boso (World Fish)
10. Lysa Wini-Simeon (CTSP-WWF/MECDM/Resource Person)
11. Ronald Lukisi (SICHE/Resource Person)

### Appendix 2: Program Outline - CTI Web Management Training, 3-4 July 2012, SICHE Library, Kukum Campus, Honiara.

Day 1		Resources	Person Resp.
9:00 – 10:30am	Opening Session <ul style="list-style-type: none"> <li>Welcome and Presentation: Why <a href="http://www.ctisolomons.net.sb">www.ctisolomons.net.sb</a> ?</li> <li>Presentation: CTI Website Guidelines</li> </ul>	Powerpoint	Agnetha Vave Karamui
		Paper	Bianca Priest
10:00 – 10:30am	<b>T E A B R E A K</b>		
10:30 – 12:00 noon	Session I: Getting to 'know' plone	Powerpoint Lecture	Ronald Lukisi
12:00 – 1:00pm	<b>L U N C H</b>		
1:00 – 4:00 pm	Session II: Lets 'flirt' with Plone	Exercise	Ronald Lukisi
Day 2			
9:00 – 10:30am	Session III: Befriending Plone	Exercise	Ronald Lukisi
10.30-11:00 am	TEA		
11:00 – 12:30 pm	Cont...Session III	Exercise	Lysa Wini
12:30-1:30pm	LUNCH		
1:30 – 2:30pm	Whats next?	Plenary Discussion	Agnetha Vave-Karamui & Lysa Wini
2:30 – 3:00pm	TEA		
3:00 – 4:00pm	Closing		