



Project N° : 036992



ACRONYM: Science and Policy Integration for Coastal System Assessment

DELIVERABLE D1.5

On-line “Beta” prototype of the “SPICOSA” DST with comprehensive User’s Guide

WORK PACKAGE: WP1 Policy Interface

REPORTING PERIOD :	From : Month 13	To: Month 24
PROJECT START DATE:	1st February 2007	DURATION: 48 Months
Date of Issue of this report :	February 2009	
Document prepared by :	Partner 4	UVSQ

**Integrated Project funded by The European Community
Under the Sixth Framework Programme
Priority 1.1.6.3
Global Change and Ecosystems**

Warning

This DELIVERABLE is essentially
accessible online at:

<http://kercoast.c3ed.uvsq.fr>

The pages that follow contain the first draft of KerCoast user manual, which is
integral part of D1.5.

FEEDBACK FROM USER:

We will try as much as possible to be available for questions that this document and the process may
raise locally. All questions may be sent to Jean-Paul Vanderlinden, SPICOSA's WT1.2 leader (jean-paul.vanderlinden@c3ed.uvsq.fr).

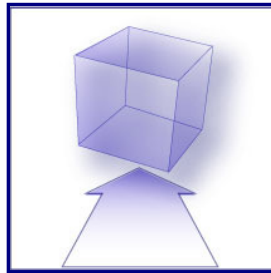
Objective of WT 1.2: Provide a methodological framework to include participation of
policy/stakeholders in the SAF assessment process, particularly, in the initial Policy-Issue negotiation
and in the final deliberation phases.

Description of D1.5: On-line "Beta" prototype of the "SPICOSA" DST with comprehensive Users' Guide
The second prototype of the DST and its user's guide should be made available on line with a mean to
get feedback from users.

**IDEALLY this document is to be used in conjunction with training sessions that will be
organized in June and September 2009**



KerCOAST DRAFT User's Manual



Content

Enter the website of kerCOAST	6
Register as User of kerCOAST	6
Two accesses to the deliberation matrix	7
<i>The First access to the deliberation matrix (on the left column)</i>	8
The Second access to the deliberation matrix (on the right column)	9
Open a NewDebate (in the kerCOAST site)	13
Create a matrix in the kerCOAST site	18
Define Axis Variables (“Build your problem”)	19
Create a List of Indicators (and generate a KIK)	21
Assign participants (as active contributors)	22
Work with the DM (the Deliberation Matrix	25
Work with the KIK : choose & add indicators	28
Modify & delete indicators	35
Visualise the Results with the DM	36
Read/ Interpret the result of the DM	38
Manage the View on screen	41
Return to an Open DM on the kerCOAST site	44
Copy a DM	45

1. Enter the kerCOAST website

To enter kerCOAST and access

the Deliberation Matrix,

Use the following link: <http://kercoast.c3ed.uvsq.fr/>

2. Register as a kerCOAST User

The 12 Discovery Spaces

- Ker-Coast Home
- V "Coastal WALKWAY"
- ICZM Methodology
- ICZM Governance Issues
- The projects... ECOST, etc.
- Actors [stakeholdres]
- **Consult the CUBE**
- Indicator Dialogue Box
- Futures (scenarios)
- Maps & Data
- KOA Knowledge Quality Assesment
- Documentation

Search

Who's online

There are currently 0 users and 1 guest online.

» 327 reads

Home

Ker-Coast (beta test version) Home

Welcome to Ker-COAST (beta) !

This zone introduces the entire Ker-COASTS system. It outlines the learning, evaluation and knowledge management modules offered within the interactive on-line deliberation support tool (DST), and it highlights the opportunities for discovery of the ICZM challenges facing public policy makers, the business world, scientists and civil society.

Matrix

- My debates
- Debates where I am a participant.
- Post a new debate.

Events

February 2009						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Upcoming events

[more](#)

User login

Username:

Password:

[Request new password](#)

If you look at in the right hand column, you will be asked to enter your **username** and your **password**.

Confirm the data by clicking on **Log in**.

If you don't have an username and a password, please contact Jean-Paul VANDERLINDEN :

jean-paul.vanderlinden@uvsq.fr

If you have lost your username or password, it is possible to receive a new password by clicking on **Request new password** and follow the instructions.

3. Two accesses to the deliberation matrix

The 12 Discovery Spaces

- Ker-Coast Home
- V "Coastal WALKWAY"
- ICZM Methodology
- ICZM Governance Issues
- The projects... ECOST, etc.
- Actors [stakeholders]
- **Consult the CUBE**
- Indicator Dialogue Box

Home

Ker-Coast (beta test version) Home

Welcome to Ker-COAST (beta) !

This zone introduces the entire Ker-COASTS system. It outlines the learning, evaluation and knowledge management modules offered within the interactive on-line deliberation support tool (DST), and it highlights the opportunities for discovery of the ICZM challenges facing public policy makers, the business world, scientists and civil society.

> 327 reads

Matrix

- My debates
- Debates where I am a participant
- Post a new debate

Events

Primary 2008						
ic	Sun	Mon	Tue	Wed	Thu	Fri
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Upcoming events

more

User login

Username:

Password:

- Request new password

Click here for your **FIRST VISIT**.

To access directly to the **MATRIX FUNCTIONALITIES**, please click on the desired sections :

- My debates
- Debates where I am a participant
- Post a new debate

If it is your first visit, do not use it right away but click on Consult the Cube on the left.

3.1 The First access to the deliberation matrix (on the left column)

TO ACCESS
ON THE
MATRIX, click
on CONSULT
THE CUBE

The 12 Discovery Spaces

- Ker-Coast Home
- V "Coastal WALKWAY"
- ICZM Methology
- ICZM Governance Issues
- The projects... ECOST, etc.
- Actors [stakeholdres]
- **Consult the CUBE**
- Indicator Dialogue Box
- Futures (scenarios)
- Maps & Data
- KQA Knowledge Quality

Home

Consult the CUBE

[view](#) [edit](#) [outline](#) [track](#)

It provides an interactive framework allowing users, as members of a stakeholder class, to signal their judgements (satisfactory, poor, intolerable, etc.) of each scenario of policy or management action, for the spectrum of governance considerations being addressed.

- **Why using the cube ?**
This links you to SPICOSA's Deliverable D12 : "Design Concepts and Operational Specifications for the DST (Draft Report)" the purpose of this document is to introduce users to the theoretical grounding of the deliberation matrix as well as explanations as how the Matrix may be used within an ICZM context.
- **How to prepare oneself ?**
This links you to SPICOSA's Deliverable D12 : "(User's Manual for ICZM Stakeholder-Policy Mapping with worked out examples **Draft Report**)" the purpose of this document is to allow reader to map issues and stakeholders in a way that allows for a system based understanding of the coastal context. Furthermore, the maps that are being proposed will help into structuring a first deliberation matrix.
- **How to use the matrix?**
- **Dry run ?** (You have to be **logged in** to create new debate)
- **Let's use it in your Spicosa SSA!** (You have to be **logged in** to create new debate)
- **Guest ?** (You have to be **logged in** to create new debate), for **non SPICOSA members** wishing to use the Cube in a coastal setting

This links you to a set of step by step user guide for the matrix

122 reads

Matrix

- My debates
- Debates where I am a participant.
- Post a new debate.

Events

February 2009						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Upcoming events [more](#)

Claire Kostrzewa

- Am I a participant?
- My debates
- create content
- my account
- administer
- log out

THREE SECTIONS ABOUT THE DOCUMENTATION

Why using the cube ?

Click here to download the document about : « **Design Concepts and Operational Specifications for the DST (Draft Report)** »

How to prepare oneself ?

Click here to download the document about : « **User's Manual for ICZM Stakeholder-Policy Mapping with worked out examples** »

- How to use the matrix ?

Click here to access on the documents about **the use of the matrix.**

THREE SECTIONS ABOUT THE MATRIX

- Dry run ?

Click here to discover various test debates or to get acquainted with the matrix through the setting up of many mock deliberation debates of the participants.

- Let's use it in your Spicosa SSA !

- Guest

It is possible **to create a debate** **relating to ICZM if you are** **not a SPICOSA member.**

- **Dry run ?** (You have to be **logged in** to create new debate)
- **Let's use it in your Spicosa SSA!** (You have to be **logged in** to create new debate)
- **Guest ?** (You have to be **logged in** to create new debate), for **non SPICOSA members** wishing to use the Cube in a coastal setting

This links you to a set of step by step user guide for the matrix

To have an account, contact :

Jean-Paul VANDERLINDEN

jean-paul.vanderlinden@uvsq.fr

Dry run

Do you want to give it a (test) try ?

You can view all debates created by spicosa's participants during training sessions, etc.

TO CONSULT A DEBATE, click on a title.

Home

DRY RUN

Freshwater allocation in the Charente river basin
Submitted by Guadiana Estuary on Thu, 2008-09-04 08:15. DRY RUN
River Charente
» 9 reads

Freshwater allocation in the Charente river Basin
Submitted by Jonathan on Wed, 2008-09-03 16:18. DRY RUN
» 20 reads

Freshwater allocation in the Charente river basin
Submitted by Boffacloud on Wed, 2008-09-03 16:10. DRY RUN
Creating a DST to test for water management scenarios

the fresh water allocation un the Charente river basin
Submitted by Jo++ on Wed, 2008-09-03 16:10. DRY RUN
vks
» 1 read

Agreement over Fresh Water Allocation in the Charente river basin
Submitted by Kerpraus on Wed, 2008-09-03 16:03. DRY RUN
This is a DST for the deliberation over water allocation on the Charente river basin filled in by AMURE and built by C3ED. Charente river
» 42 reads

Matrix

- My debates
- Debates where I am a participant.
- Post a new debate.

Events

February 2009						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Upcoming events

more

Claire Kostrzewa

- Am I a participant?
- My debates
- create content
- my account
- administer
- log out

TO ACCESS YOUR SSA deliberations, click

SPICOSA Study Site Applications

- 1 Gulf of Riga
- 2 Gulf of Gdansk
- 3 Oder Estuary
- 4 Himmerfjarden
- 5 Limfjorden
- 6 Sonderled
- 7 Clyde Sea
- 8 Cork Harbour
- 9 Scheldt Delta
- 10 Pertuis Charentais
- 11 Guadiana Estuary
- 12 Barcelona Coast
- 13 Thau Lagoon
- 14 Taranto Mare Piccolo
- 15 Venice Lagoon
- 16 Thermaikos Gulf
- 17 Izmit Bay
- 18 Danube Delta

• Post a new debate.

Events

February 2009						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Upcoming events

more

Claire Kostrzewa

- Am I a participant?
- My debates
- create content
- my account
- administer
- log out

3-2 The Second access to the deliberation matrix
(on the right column)

Home
Ker-Coast (beta test version) Home

Welcome to Ker-COAST (beta) !

This zone introduces the entire Ker-COASTS system. It outlines the learning, evaluation and knowledge management modules offered within the interactive on-line deliberation support tool (DST), and it highlights the opportunities for discovery of the ICZM challenges facing public policy makers, the business world, scientists and civil society.

Matrix

- My debates
- Debates where I am a participant.
- Post a new debate.

Events

February 2009						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Upcoming events [more](#)

User login

Username:

Password:

- Request new password

To access directly to the **MATRIX**, please click on the desired sections :

- My debates

- Debates where I am a participant

Home
Ker-Coast (beta test version) Home

Welcome to Ker-COAST (beta) !

This zone introduces the entire Ker-COASTS system. It outlines the learning, evaluation and knowledge management modules offered within the interactive on-line deliberation support tool (DST), and it highlights the opportunities for discovery of the ICZM challenges facing public policy makers, the business world, scientists and civil society.

Matrix

- My debates
- Debates where I am a participant.
- Post a new debate.

Events

February 2009						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Upcoming events [more](#)

User login

Username:

Password:

- Request new password

To **ACCESS** your **DEBATES**, click here.

Home

Ker-Coast (beta test version) Home

Welcome to Ker-COAST (beta) !

This zone introduces the entire Ker-COASTS system. It outlines the learning, evaluation and knowledge management modules offered within the interactive on-line deliberation support tool (DST), and it highlights the opportunities for discovery of the ICZM challenges facing public policy makers, the business world, scientists and civil society.

» 327 reads

Who's online
There are currently 0 users and 1 guest online.

Search

Matrix

- My debates
- Debates where I am a participant.
- Post a new debate.

Events

February 2009						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Upcoming events [more](#)

User login

Username:

Password:

- Request new password

TO ACCESS your DEBATES WHERE YOU ARE A PARTICIPANT, click

Home

Ker-Coast (beta test version) Home

Welcome to Ker-COAST (beta) !

This zone introduces the entire Ker-COASTS system. It outlines the learning, evaluation and knowledge management modules offered within the interactive on-line deliberation support tool (DST), and it highlights the opportunities for discovery of the ICZM challenges facing public policy makers, the business world, scientists and civil society.

» 327 reads

Who's online
There are currently 0 users and 1 guest online.

Search

Matrix

- My debates
- Debates where I am a participant.
- Post a new debate.

Events

February 2009						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Upcoming events [more](#)

User login

Username:

Password:

- Request new password

Click on POST A NEW DEBATE on the following page.

4- Open a New Debate in the kerCOAST site (Creator)



Home

Ker-Coast (beta test version) Home

Welcome to Ker-COAST (beta) !

This zone introduces the entire Ker-COASTS system. It outlines the learning, evaluation and knowledge management modules offered within the interactive on-line deliberation support tool (DST), and it highlights the opportunities for discovery of the ICZM challenges facing public policy makers, the business world, scientists and civil society.

> 327 reads

The 12 Discovery Spaces

- ▣ Ker-Coast Home
- ▣ V "Coastal WALKWAY"
- ▣ ICZM Methodology
- ▣ ICZM Governance Issues
- ▣ The projects..., ECOST, etc.
- ▣ Actors [stakeholders]
- ▣ Consult the CUBE
- ▣ Indicator Dialogue Box
- ▣ Futures (scenarios)
- ▣ Maps & Data
- ▣ KOA Knowledge Quality Assessment
- ▣ Documentation

Search

Who's online

There are currently 0 users and 1 guest online.

Matrix

- My debates
- Debates where I am a participant.
- Post a new debate.

Events

February 2009						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Upcoming events

[more](#)

User login

Username:

Password:

- Request new password

Click on **POST A NEW DEBATE** on the following page.

The 12 Discovery Spaces

- Ker-Coast Home
- V-Coastal WALKWAY
- ICZM Methodology
- ICZM Governance Issues
- The projects... BOOST, etc.
- Actors [stakeholders]
- Consult the CUBE
- Indicator Dialogue Box
- Future (scenario)
- Map & Data
- IQA Knowledge Quality Assessment
- Documentation

Search

Who's online

There are currently 1 user and guests online.
Online users:
 • Mate!

Home

Submit Deliberation System Tool version 0.4 dev 5 15/12/08

Title:*

What is the study site?:

Body:

An explanation of the debate.

Debate Parameters

Debate mode:

- Matrix with small indicators dialog box (We v3)
You can decide the mode of the debate.

Participative:

- No
- Yes

The deliberation matrix are open to participation. Every participant you will indicate can change the value of roles.
 If any dimension is Actor, all participant have to validate all sphere.
 If, the dimension Actor exits, the participant have to indicate their appearance.

Status of the debate:

- Close
- Open

You can decide if you want to close the debates.

Dimension definition

The first dimension:

- Actor
- Scenario
- Issue
- Other

You can decide what is your first dimension.

Other:

A short name.

The second dimension:

- Actor
- Scenario
- Issue
- Other

You can decide what is your second dimension.

Other:

A short name.

The third dimension:

- Actor
- Scenario
- Issue
- Other

You can decide what is your third dimension.

Other:

A short name.

Votes Parameters

You can change/suppress the name and for each one, you can change the color.

Disagree	Neutral	Agree	I don't know	I don't care	
<input type="text" value="#FF0000"/>	<input type="text" value="#FFFF00"/>	<input type="text" value="#00FF00"/>	<input type="text" value="#FFFFFF"/>	<input type="text" value="#FF00FF"/>	<input type="text" value="#993300"/>
Pick a color.	Pick a color.	Pick a color.	Pick a color.	Pick a color.	Pick a color.

Matrix

- My debates
- Debate where I am a participant
- Post a new debate.

Events

February 2008						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Upcoming events

More

Manual

- my account
- log out

Title:
Freshwater allocation in the Charente river basin

What is the study site?:
DRY RUN

Body:
Matrix on the freshwater allocation in the Charente river basin with the principal actors and the issues.

An explanation of the debate.

1- The first step; find an explicit and short title.

You have to give your debate a **TITLE**.

2- The second step; define the context of the matrix creation. (Study site, Guest or Dry run)

3- The third step; describe the debate.

A description of the background of the debate (to be entered in **BODY**) will help other user's understand the purposes and the context of the deliberation.

Debate Parameters

Debate mode: <input checked="" type="radio"/> Matrix with small indicators dialog box (like v3) <small>You can decide the mode of the debate.</small>	Participative: <input type="radio"/> No <input checked="" type="radio"/> Yes <small>The deliberation matrix are open to participation. Every participant you will indicate can change the values of votes. If any dimension is Actor, all participant have to validate all sphere. If, the dimension Actor exist, the participant have to indicate their appertenance.</small>	Status of the debate: <input type="radio"/> Close <input checked="" type="radio"/> Open <small>You can decide if you want to close the debates.</small>
--	--	---

4- The fourth step; choose the debate parameters.

1. Now indicate that the matrix will use the KerBabel™ Indicator Kiosk (**kik**) by clicking on « **matrix with small indicators dialog box** ».
2. Under the option **participative** click on “**yes**”.
3. Leave the debate open as long as the deliberation is not finished. If you want to close your debate (which means that it can not be changed again), click on **close** under the option **status of the debate**.

Dimension definition

<p>The first dimension:</p> <p><input checked="" type="radio"/> Actor <input type="radio"/> Scenario <input type="radio"/> Issue <input type="radio"/> Other</p> <p>You can decide what is your first dimension.</p> <p>Other:</p> <input type="text"/> A short name.	<p>The second dimension:</p> <p><input type="radio"/> Actor <input checked="" type="radio"/> Scenario <input type="radio"/> Issue <input type="radio"/> Other</p> <p>You can decide what is your second dimension.</p> <p>Other:</p> <input type="text"/> A short name.	<p>The third dimension:</p> <p><input type="radio"/> Actor <input type="radio"/> Scenario <input checked="" type="radio"/> Issue <input type="radio"/> Other</p> <p>You can decide what is your third dimension.</p> <p>Other:</p> <input type="text"/> A short name.
---	---	---

5- The fifth step; select the different axis

On the same page, indicate which values to apply to each axis by selecting one of the options (**ACTOR, SCENARIO, ISSUE**).

In order to rename one of the axes, click on **“OTHER”** and write the new name in the box.

Try to use short acronyms (max. 8 letters) in order to have a good readability on the screen afterwards.

Finally, choose a colour corresponding to each vote. You can pick any colour you like, but try to choose them logically (for example, green corresponds naturally do “agree”, red to “disagree”).

By default, colours design the following votes (see image below) :

DISAGREE - NEUTRAL - AGREE - I DON'T KNOW - I DON'T CARE

Change the heading of the answers if you decide that other responses are more appropriate to your deliberation than the ones proposed by default. You can also delete entries entirely.

Click on SUBMIT to finish this step

Votes Parameters

You can change/suppress the name and for each one, you can change the color.

<input type="text" value="Disagree"/>	<input type="text" value="Neutral"/>	<input type="text" value="Agree"/>	<input type="text" value="I don't know"/>	<input type="text" value="I don't care"/>	<input type="text"/>
Pick a color.	Pick a color.	Pick a color.	Pick a color.	Pick a color.	Pick a color.

Home

How to do it ?

view

Matrix

edit

The Deliberation System Tool version 0.4 dev 5 15/12/08 was updated.

Submitted by Manuel on Mon, 2009-02-09 17:33. DRY RUN

Test Matrix

- The debate is participative.
- The debate is arguable with indicators.
- The debate is opened since Mon, 2009-02-09 17:33
- Color votes :

Disagree Neutral Agree I don't know I don't care

The presentation menu will appear. In order to create the structure of the matrix, click on the “**MATRIX**”.

The button “**EDIT**” allows you to return to the previous screen and to modify the options chosen at the previous step.

Nota bene :

The principal title is the name of the debate (here How to do it ?). In this same debate it is possible to create many deliberation matrixes



5- Create a matrix in the kerCOAST site (Creator)

Home

How to do it ?

[view](#) [Matrix](#) [edit](#)

Here you have all the matrix available.
Click on the pictures to see the dimension.

 [New matrix](#) 



Now, click on “**NEW MATRIX**”.

Give a short description of the use and context of the matrix.

How to do it ?

[view](#) [Matrix](#) [edit](#)

Description:

A description of the use and context of the matrix.

[Validate](#) [Cancel](#)

Click on “**VALIDATE**” to go to the next step.

6- De fine Axis Variables (“Build your problem”) (Creator)

[Home](#)

How to do it ?

[view](#)

[Matrix](#)

[edit](#)



Test matrix

- Completed : 0%
- The matrix is opened since Mon, 2009-02-09 18:26 : [Close the debate](#)
- [Mise a jour rapide](#)
- Please, all the dimensions must have one value minimum.

Actor(s) | **0 Scenario(s)** | **0 Issue(s)** | **0 indicator(s)** | **0 Participant(s)**

Nom | **Description**

Create value

Name:*

The name of the value.

Description:*

A description of the value.

- The **TITLE** of your debate

(“How to do it ?”);

- The **DESCRIPTION** of your matrix (“Test matrix”). You can make modifications to the descriptions by clicking on the pencil icon.

In order to enter the names of your Actors, Scenarios and Issues, click on the corresponding button and fill in the fields **NAME** and **DESCRIPTION**.

In our example, we are about to add one value of **ACTORS**.

Click on **VALIDATE** after every new entry.

How to do it ?

[view](#) [Matrix](#) [edit](#)



Test matrix

- Completed : 0%
- The matrix is opened since Mon, 2009-02-09 18:26 : [Close the debate](#)
- [Mise a jour rapide](#)
- Please, all the dimensions must have one value minimum.

Actor(s) | **0 Scenario(s)** | **0 Issue(s)** | **0 indicator(s)** | **0**
Participant(s)

Nom	Description		
Actor 3	Actor number three		
Actor 2	Actor number two		
Actor 1	Actor number one		

In this way, the list of values will grow steadily.

In order to delete a value, click on the red cross. Click on the blue cross for modifications.

Create value

Name:*

The name of the value.

Description:*


A description of the value.


7- Create a List of Indicators (and generate a KIK) (Creator)

Home

How to do it ?

[view](#) [Matrix](#) [edit](#)

 **Test matrix**

 Enter in the deliberation

- Completed : 0%
- The matrix is opened since Mon, 2013-02-09 18:28: [Close the debate](#)
- [Mise a jour rapide](#)

3 Actor(s) | **2 Scenario(s)** | **2 Issue(s)** | **indicator(s)** | **0**

Participant(s)

[All\(e\)](#)

Array of indicators in indicator

No indicators

Create value

Name:*

The name of the value.

Description:*

A description of the value.

This step is optional.

The indicator allows the « voter » to justify his position and thus opens the debate with other participants.

8- Assign participants as active contributors (Creator)

Home

How to do it ?

view Matrix edit

Test matrix

Enter in the deliberation

- Completed : 0%
- The matrix is opened since Mon, 2009-02-09 18:26 :
 - Close the debate
 - Mise a jour rapide

3 Actor(s) 2 Scenario(s) 2 Issue(s) 0

indicator(s) Participant(s)

No participants

Add/Modify/Suppress Participant

- First : choose a name in the list of users that have a login in the system;
- Second : choose the role, or "Not Participant" if you want to dismiss someone.

User:*

Choose a name

- Choose a name
- Boitaclo
- Cheng Heqin
- Claire Kostrzewa
- Franck
- Franck1
- Guadiana Estuary
- Jean-Paul
- Jonathan
- joss
- Kerpraux
- Manuel
- Pertuis Charentais
- Scott Bremer
- Thau Lagoon

In order to design a participative debate, you can assign registered users (obviously those who you know) to the **ACTOR** categories that you have set.

To assign participants as active contributors, click here.

By clicking on "**ACTORS**", you can view the list of actor "roles" that you have assigned (here: "Actor 1, 2, 3").

Home

How to do it ?

view

Matrix

edit



Test matrix



Enter in the
deliberation

- Completed : 0%
- The matrix is opened since Mon, 2009-02-09 18:26 : [Close the debate](#)
- [Mise a jour rapide](#)

3 Actor(s) | **2 Scenario(s)** | **2 Issue(s)** | **0**
indicator(s) | Participant(s)

No participants

Add/Modify/Suppress Participant

- First : choose a name in the list of users that have a login in the system;
- Second : choose the role, or "Not Participant" if you want to dismiss someone.

User:*

Choose a name

Choose a participant.

Category:*

Choose category:

- Choose category
- Not Participant
- Actor 1
- Actor 2
- Actor 3

NOTE

It is technically **IMPOSSIBLE** to assign the same person to several actor categories!

(However, if really required, the same person or group, etc., can register several times as a participant, in order to be present in several actor categories...)

Ulterior modifications to the assignment of participants :

Change actor category of participants

The creator of the debate can change the actor category initially assigned to a participant anytime. In this case, all the votes that the participant has already given will be transferred to the new actor category. Thus, no data will be lost during this transfer process.

Delete a participant from the list

The creator of a debate is also authorised to delete a participant from the list.

Next, you assign the **CATEGORY** of **ACTOR** to the participant. The user has become a **PARTICIPANT** in your debate and is now allowed to vote as the **actor 1, 2...**

As creator, you can **MODIFY** the actor role that has been assigned to a participant (by clicking on a different **CATEGORY** of actor) and also **DELETE** users from the participants list (by choosing "**NOT PARTICIPANT**" from the list).


ATTENTION!


In this case, all the votes this participant has given at that moment will be lost!

Home

How to do it ?

[view](#) [Matrix](#) [edit](#)










 **Test matrix**

 **Enter in the deliberation**

- Completed : 0%
- The matrix is opened since Mon, 2009-02-09 18:26 : [Close the debate](#)
- [Mise a jour rapide](#)

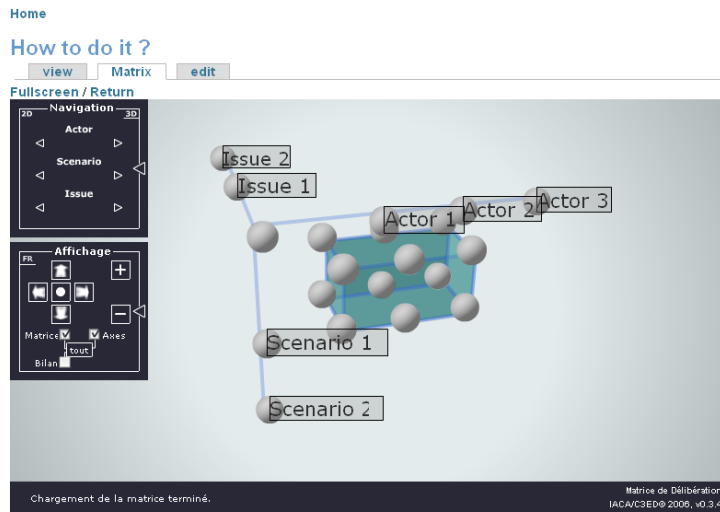
Actor(s) | 2 Scenario(s) | 2 Issue(s) | 0 indicator(s) | 0

Participant(s)

Nom	Description		
 Actor 1	Actor number one		
 Actor 2	Actor number two		
 Actor 3	Actor number three		

Once you have entered all your values, click on the icon “**ENTER IN THE DELIBERATION**”.

9- Work with the DM (the Deliberation Matrix)

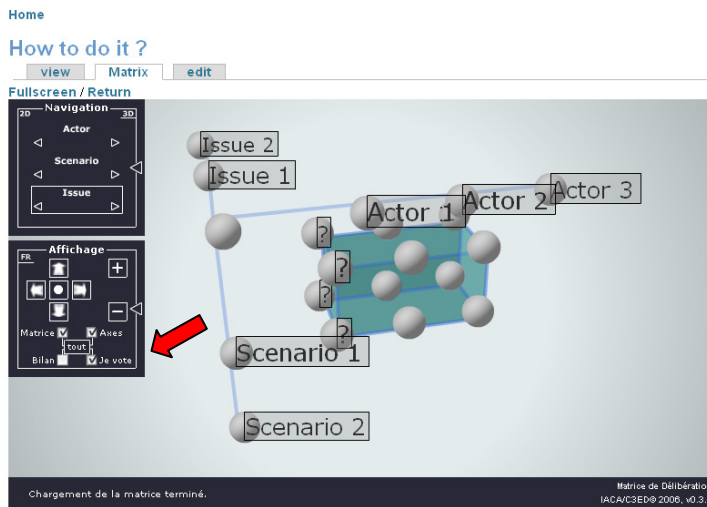


The screen that will appear constitutes the “playground” of the deliberation.

The cube that you see on the right is the structure of the Deliberation Matrix.

The **3 axes** with their values (**actors, scenarios, issues**) are visible, as well as the cells, each of them corresponding to one vote each.

When a cell is grey, it means that no vote has been given yet.



If you tick the box “**I vote**”, question marks will appear on all the cells that you are authorised to vote on.

Any cell and its corresponding coordinates mean that you (the respective “actor”) are supposed to **vote on a scenario regarding an issue.**

NOTE

There are some rules of participative deliberation with KerCOAST !

As a participant, you can only vote as the **actor** that has been assigned to you by the creator.

All the participants registered in one of the **actor** groups are entitled to vote (in this group).

Home

How to do it ?

The screenshot displays the Deliberation Matrix System interface. At the top, there are tabs for 'view' and 'Matrix', with a red arrow pointing to the 'Matrix' tab. Below the tabs is a 'Fullscreen / Return' button. The main interface is divided into several panels:

- Navigation:** A panel with '2D' and '3D' views. It contains a list of 'Actor 1', 'Scenario', and 'Issue', each with left and right arrow buttons.
- Display:** A panel with 'EN' and '3D' views. It contains various icons for navigation and display, including a plus sign, a minus sign, and a refresh icon. Below the icons are checkboxes for 'Matrix', 'Axes', and 'Sum', and a dropdown menu for 'all' and 'I vote'.
- Actor 1:** A panel showing the 'Description : Actor number one'.
- 3D Matrix:** A 3D visualization of a matrix with a blue wireframe box. A red sphere labeled 'Actor 1' is positioned at the top right corner of the box. Three other spheres, each with a question mark, are positioned at the bottom left, bottom center, and bottom right corners of the box. A red arrow points to the 'Actor 1' sphere.

At the bottom of the interface, there is a status bar with the text 'Downloading the matrix ended.' and the logo 'Deliberation Matrix System IACA/C3ED© 2006, v0.3.4'.

It is preferable to process axis by axis.

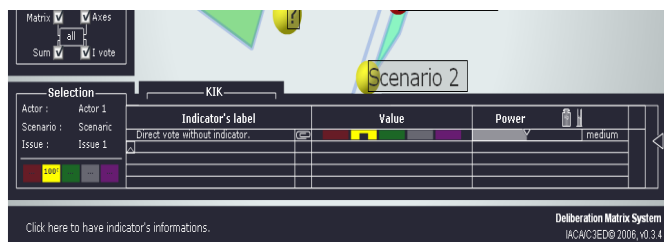
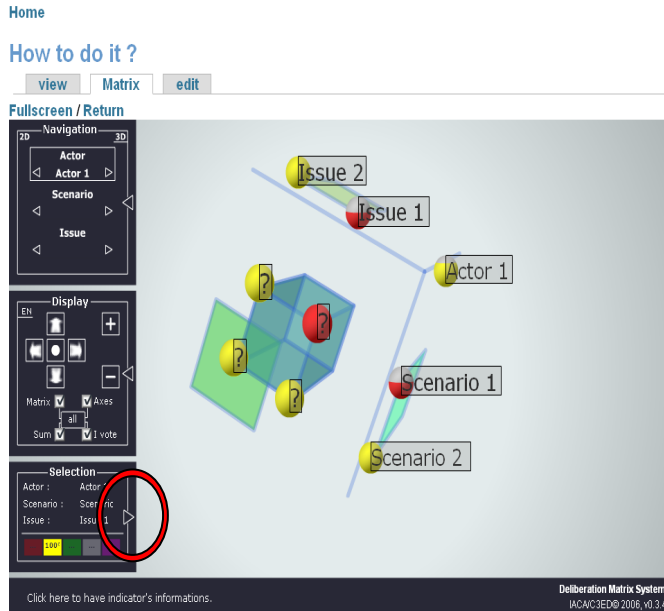
For example, one actor votes on all issues of the same scenario before continuing on another scenario.

When this actor has finished, another actor continues.

Thus, gradually the entire matrix will be filled.

Click on the white **ARROWS** in the lower part of the name of the various axes to display the axis designation.

10- Work with the KIK : choose & add indicators



With the Indicator Kiosk (**KIK**), you have the possibility of voting on different indicators **WITHIN** one cell (remember that one cell represents the vote that an actor gives about one scenario regarding one issue).

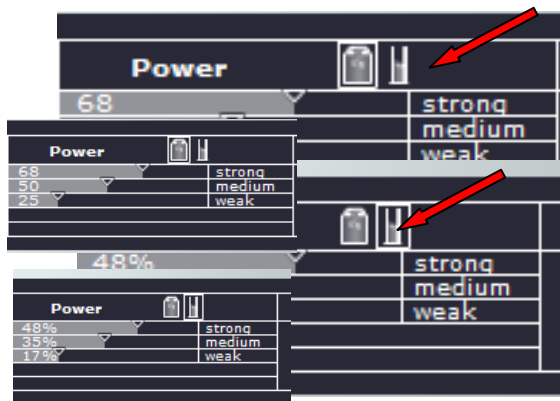
To enter the indicator kiosk click on the cell you want to vote in, then on the white **ARROW ON THE RIGHT** of the board **“SELECTION”**.

“SELECTION”.

Within the **KIK** you find, the columns:

- **INDICATOR'S LABEL** : name of the indicator
- **VALUE** : click on the colour code (“vote”) to express your judgement
- **POWER** : weight of the vote in the final result of the cellule.

In order to give more or less importance to the different indicators that define your vote, you can give them a different **WEIGHT: (“POWER”)**



You have the choice between :

- a weight expressed in **ABSOLUTE FIGURES** (see icon on the left hand). Here, each weight can be expressed on a scale from 0 to 100.
- a weight expressed in **RELATIVE FIGURES / PERCENTAGE** (see icon on the right hand), sums up the different indicator weights up to 100.


It allows you to pass from one representation to another.

To vary the weighting of the indicator, move the cursor on the bar, (regardless of whether you choose to express it in terms of absolute or relative weight).

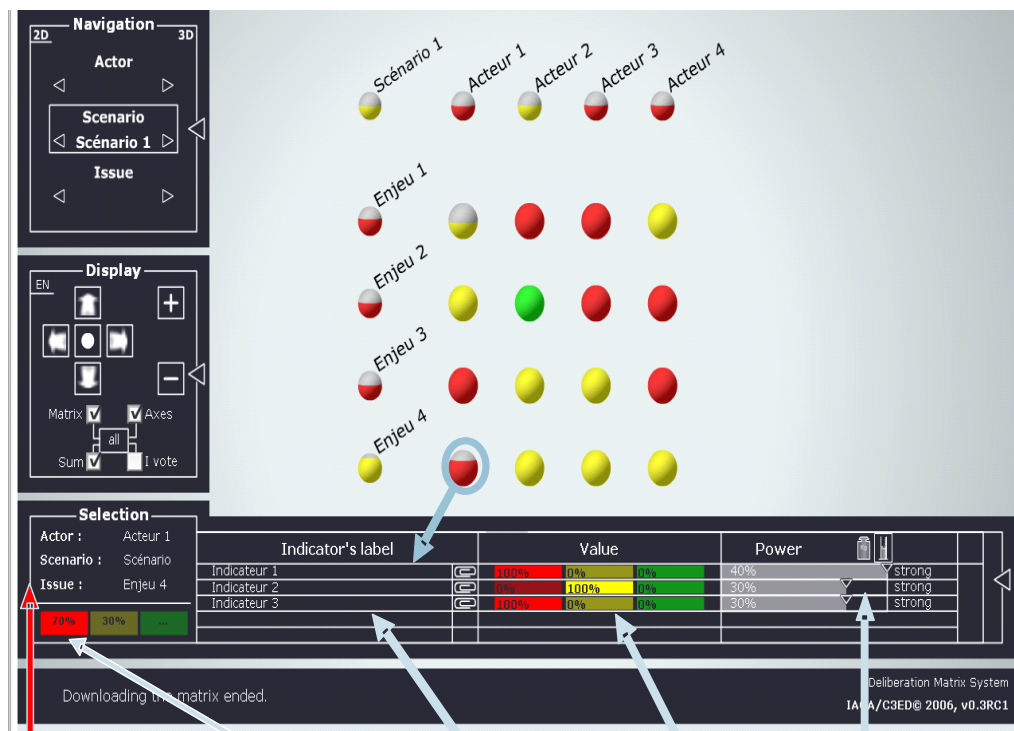
For example :

Indicator's label	Value				Power		
Indicator 1	Disagree		Agree		Strong	100	44
Indicator 2			Agree		Weak	25	11
Indicator 3			Agree		Medium	50	22
Indicator 4					Don't care	Medium	22
Result of the vote : cell's final colour							
	44	...	33	...	22	(225)	(100)

As the summary of importance (“**POWER**”) for “Disagree” (red) is **44%**, it is considered the most relevant vote.

In consequence, the cell will look like this: 

The result of your vote for one cell is visible in the **SELECTION** box. This shows the percentages for every colour summarised for the used indicators. The cell displays the colour with the highest percentage.



This cell presents the vote of Actor 1 on Scenario 1 concerning issue 4

(4) The overall vote of this cell is globally negative.

(1) Here, Actor 1 has chosen 3 indic

(2) The votes on the indicators are divided into (two) negative values and one neutral judgement.

(3) For Actor 1, indicator 1 is the most important.

NOTE

Each participant is entitled to vote in this way.

This variation includes the option that several participants can vote within the same actor category.

Their respective votes are summed up.

For example: 5 participants (from the same actor category) vote on one cell :

	Result of the vote		
1st person	44 %	28 %	28 %
2nd person	60 %	0	40 %
3rd person	20 %	20 %	60 %
4th person	100 %	0	0
5th person	0	50 %	50 %
Sum	224	98	178
Aggregated vote (cell colour)	45 %	20 %	35 %

The final colour of the cell will be red.

NOTE

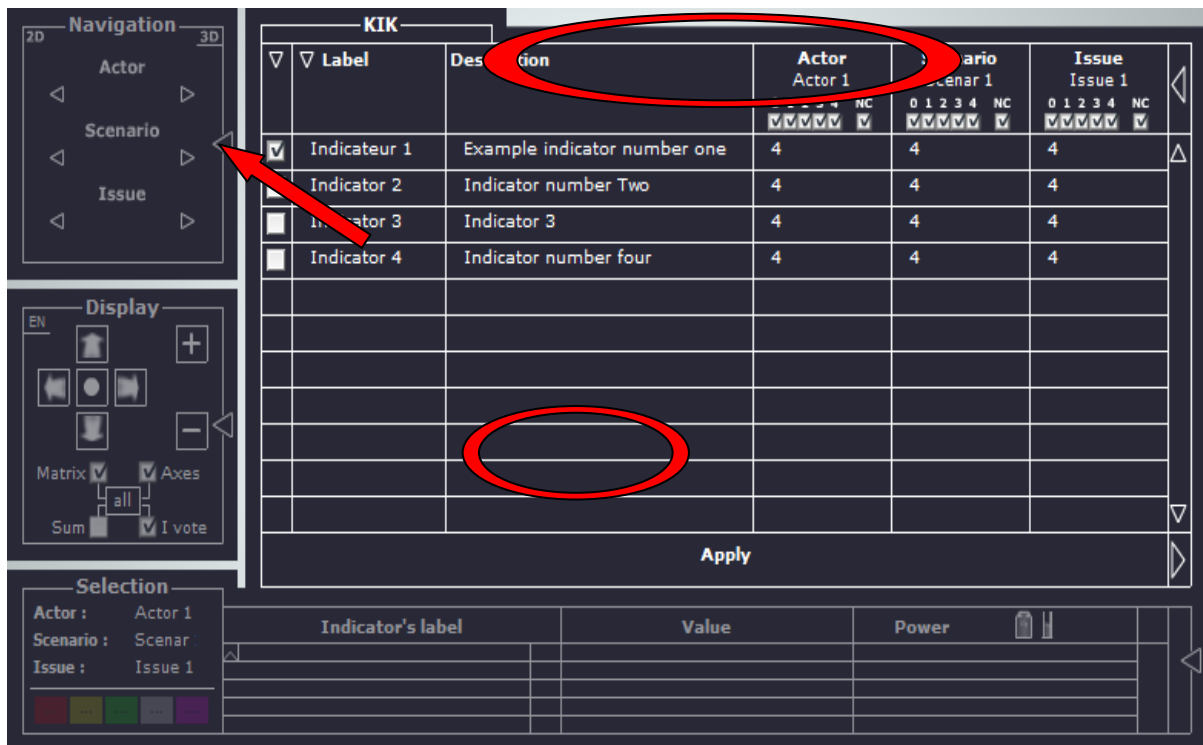
All **PARTICIPANTS** have the **SAME WEIGHT** within the vote for their respective actor category.

The final result of one actor constituted by several participants is therefore the **AVERAGE** of their individual votes and is represented by the colour of the cell – the aggregated vote.

The screenshot displays a 3D visualization of a network structure. The nodes are labeled with 'Issue 1', 'Issue 2', 'Issue 3', 'Actor 1', 'Actor 2', 'Actor 3', 'Scenar 1', and 'Scenar 2'. A control panel on the left includes 'Navigation' (Actor, Scenario, Issue), 'Display' (Matrix, Axes, Sum, I vote), and 'Selection' (Actor, Scenario, Issue). A table at the bottom shows columns for 'Indicator's label', 'Value', and 'Power'. Red numbers '1' and '2' are overlaid on the interface.

In order to be able to give a vote on your indicators, they have to be **available**.

You can either **choose** your indicators from a list (by clicking on the heading **KiK -a**) or **add** new ones to it (by clicking on the little **arrow -b**)



a. Choose an indicator :

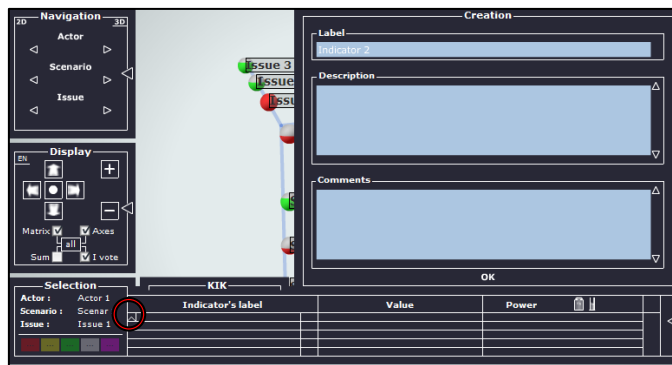
Click on the heading **KIK**.

Different types of information are visible in the box: the name (**LABEL**), and **DESCRIPTION** of the indicator.

The columns on the right show the relevance of the indicator for the three axes chosen.

As each participant can define his/her **PERSONAL RELEVANCE** (from **0** to **4**) of the indicator for his/her judgement, anybody else participating in the same debate has the choice to let him/her show only those with a certain relevance: 0 corresponds to no relevance at all, whereas **4** represents correspond to a relevance.

NC stands for information not communicated. Tick on one (or several) numbers in order to enable only those indicators with the respective relevance to appear on the screen.



b. Add an indicator:

Click on the **ARROW** in the column **“INDICATOR’S LABEL”**.

Another black box (**CREATION**) will open up giving you the opportunity to add a name (**LABEL**), a description and commentaries of a new indicator.

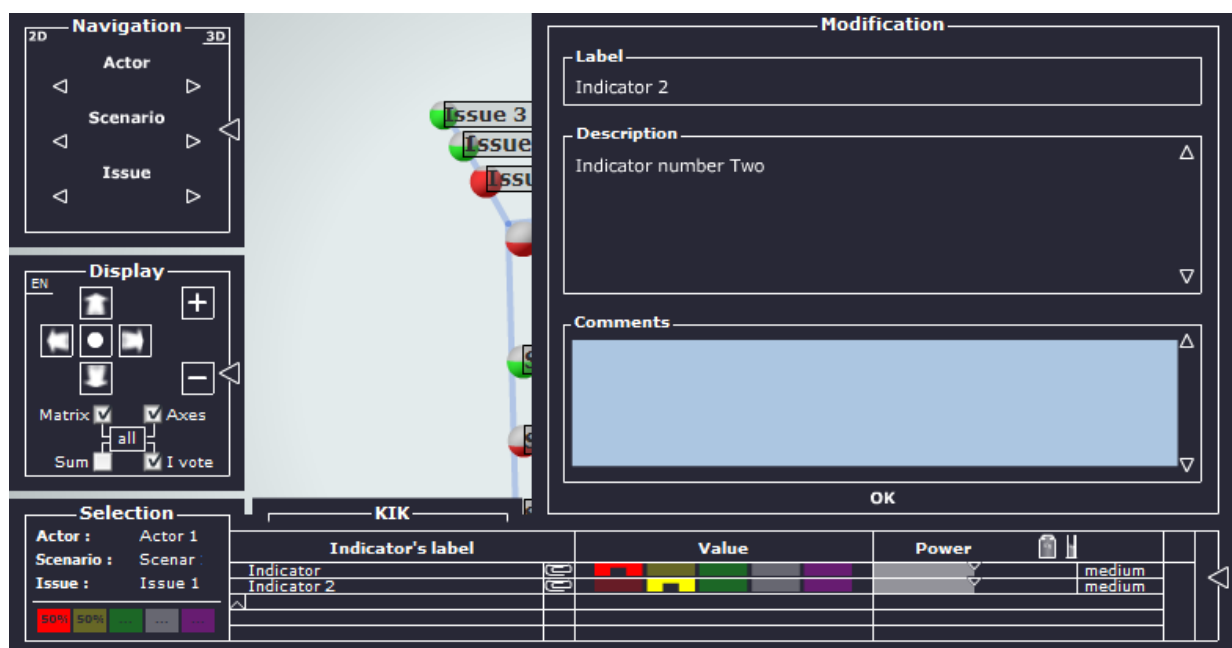
Click **“OK”** to confirm your entry.

NOTE

Each participant can add indicators. They will be visible and eligible to all the other participants.

The **MAXIMUM** number of indicators for one vote is **5** !

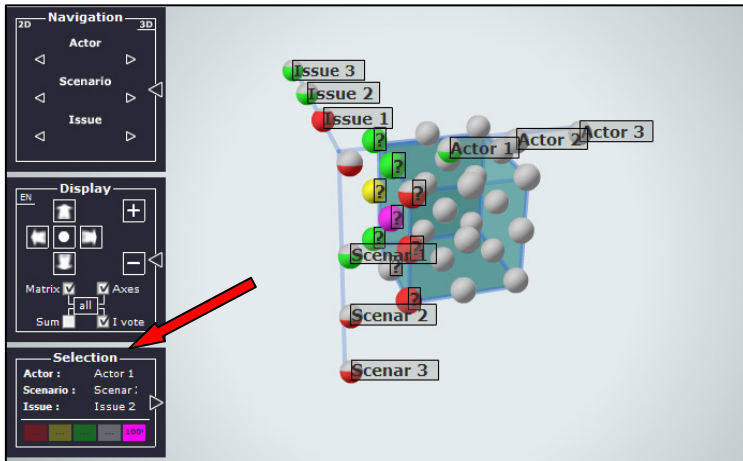
NO participant can **MODIFY** an indicator once it is added to the **KIK**. Only the creator can do it (see Chap.11).



Each participant can add **comments** to the indicators he/she has chosen which can justify and explain your indicator choice to other participants and visitors of the debate.

For this, click on the paperclip right of the indicator's label.

Add your comment in the “**comments**” field in the box that appears.



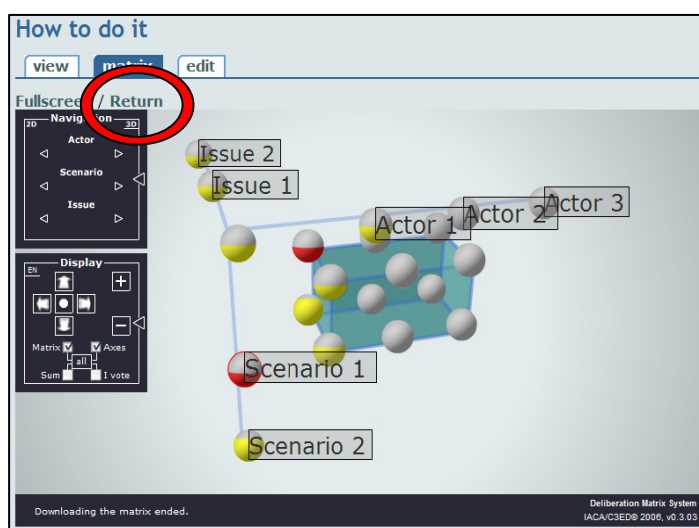
You also have the possibility to ignore the indicator mobilisation for your vote.

In this case, you can immediately colour your cell.

To do so, click on the cell you want to vote on, then click on the respective colour field in the **selection** box.

The figure 100 will automatically be displayed.

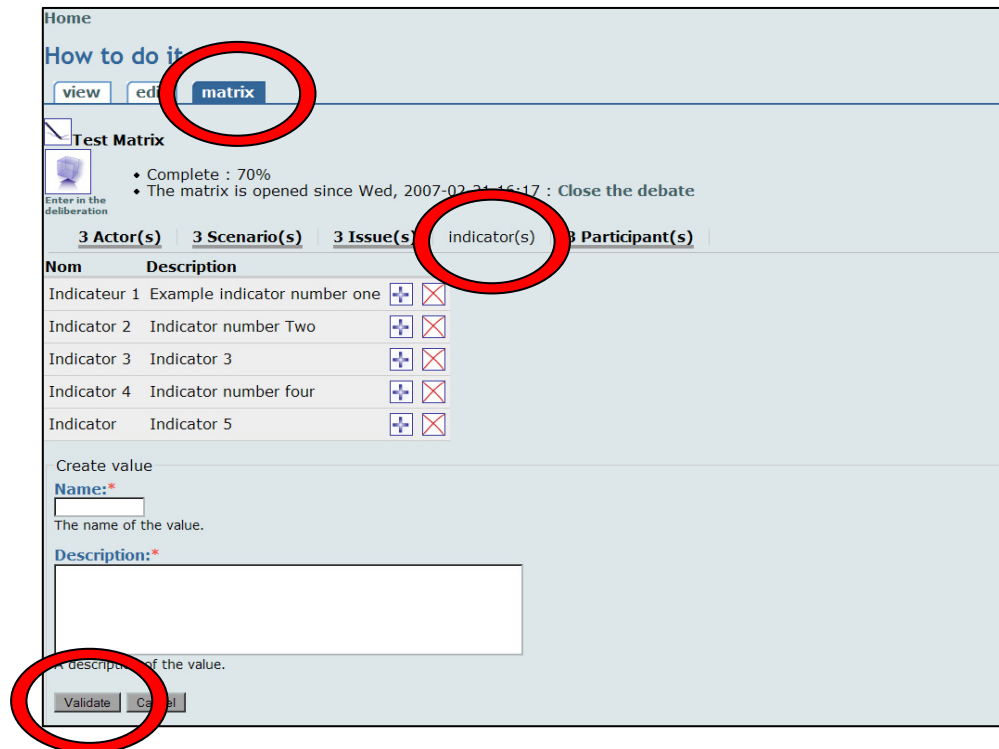
11- Modify and delete indicators (Creator)



Only the creator can modify indicators that have been entered by the participants of the debate or by him-/ herself.

The creator is therefore a kind of “judge” who decides whether an indicator is useful or not.

Click on the **return** button.



A list of the debate's indicators is available (beneath the display mode within **KIK**) under the "**MATRIX**" by clicking on the "**INDICATOR(S)**" button.

Anybody is allowed to view this list, but only the creator is enabled to modify or delete indicators from this list.

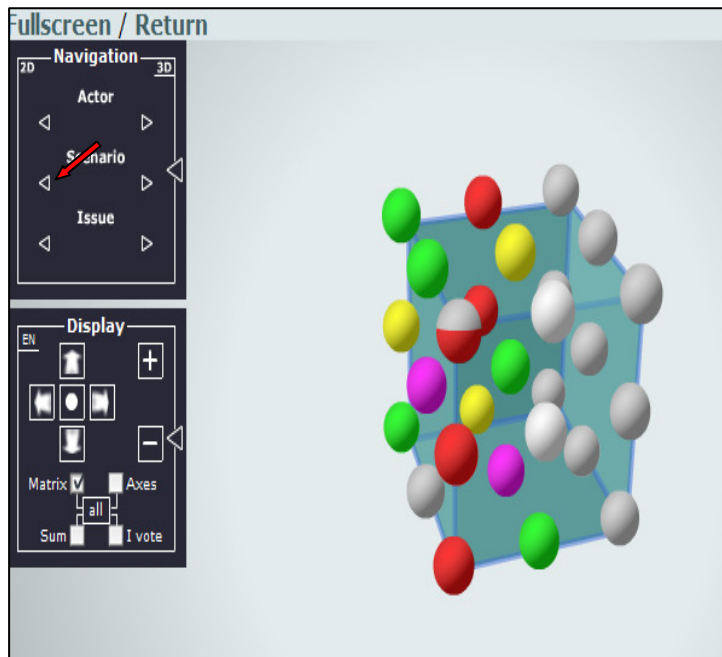
Only he/she will view blue and red crosses right to the indicators :

For **MODIFICATIONS** : click on the blue cross next to it, then change the **NAME** and/or the **DESCRIPTION**.

In order to **DELETE** an indicator : click on the red cross, then delete the entries in the respective fields.

In both cases you have to confirm your modification by clicking on "**VALIDATE**".

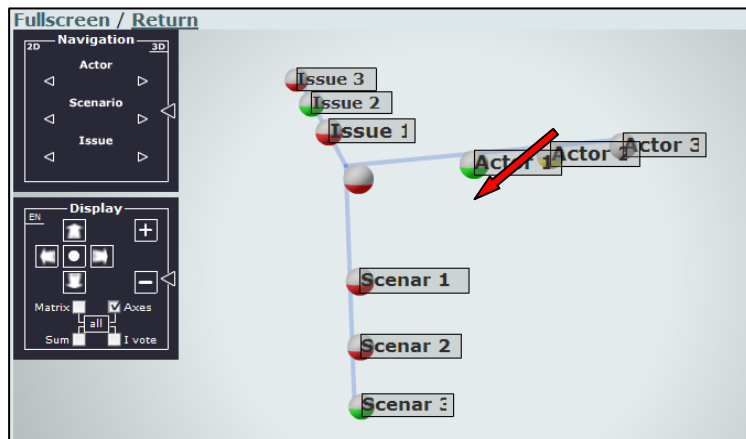
12- Visualise the results with the DM



You have the choice between different display options :

1.

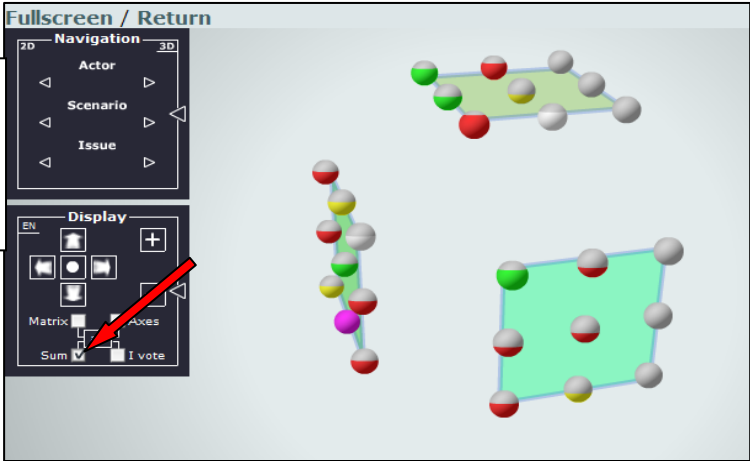
In the box “**Display**”, tick “**Matrix**” in order to see the entire cube of the matrix.



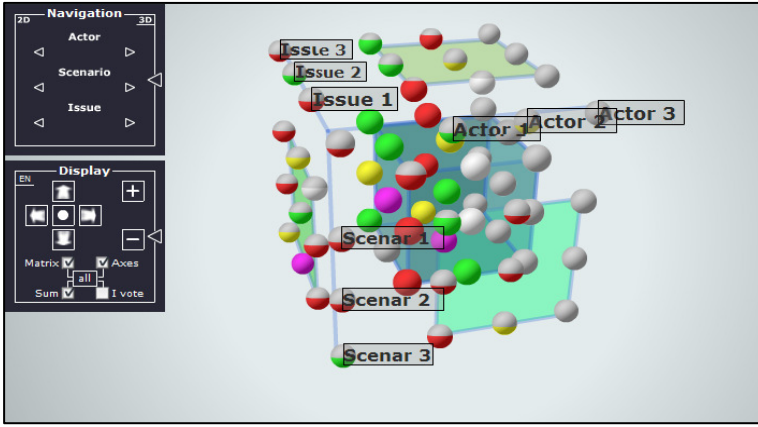
2.

Tick the box “**axes**” to post the 3 axes of the scenarios, actors and issues with their headings.

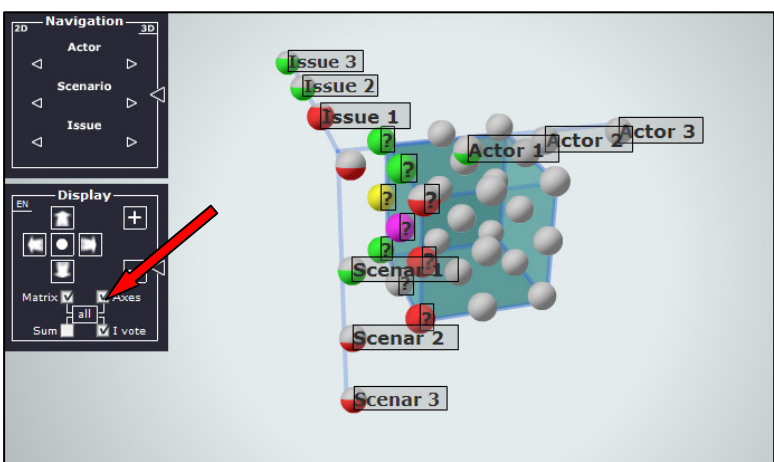
5- The fifth step; select



3. Tick the box "SUM" in order to post the assessment of the votes for each axis.



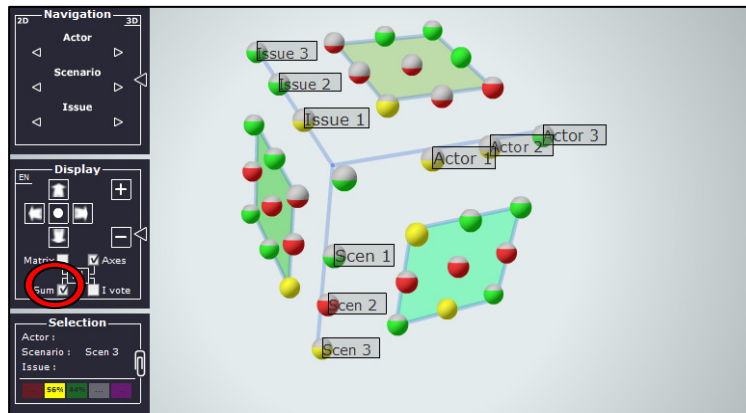
4. If you tick all 3 boxes, you can see the Deliberation Matrix as represented here.



By clicking on "I VOTE", you can see the cells where you can vote on.

The question marks will appear as long as a debate is not closed.

13- Read / interpret the results of the DM



The **SUM** option (here displayed without the “inner” matrix) shows the **SURFACES** : displaying the **AGGREGATED VOTES** of all **INNER** lines and columns

the **EXTERIOR CELLS** : displaying the sum of the transects (or “layer” of the DM).

There is one exterior cell for each value (here: 1, 2, 3) of the three axes (here : Actor, Issue, Scenario).

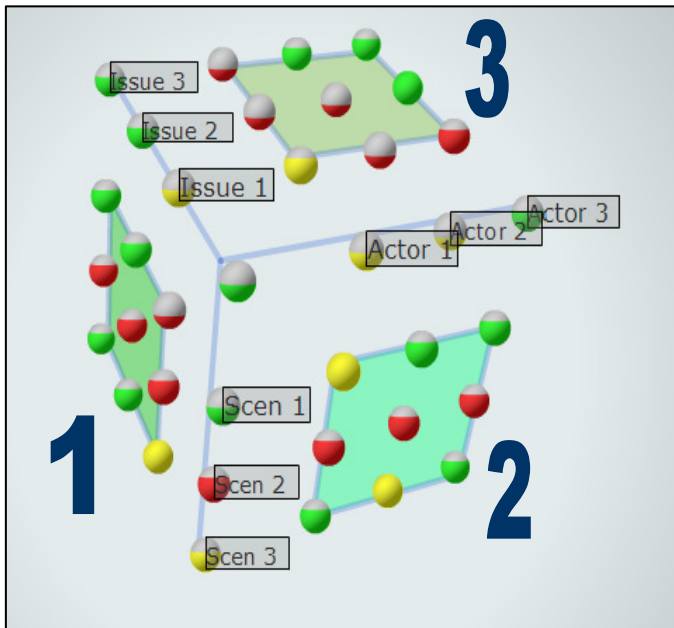
Note

For the aggregation process, each cell has the same impact on the result.

There is no different weighting between them at this step of the deliberation, each vote being considered equally.

1) Results on the surfaces of the DM

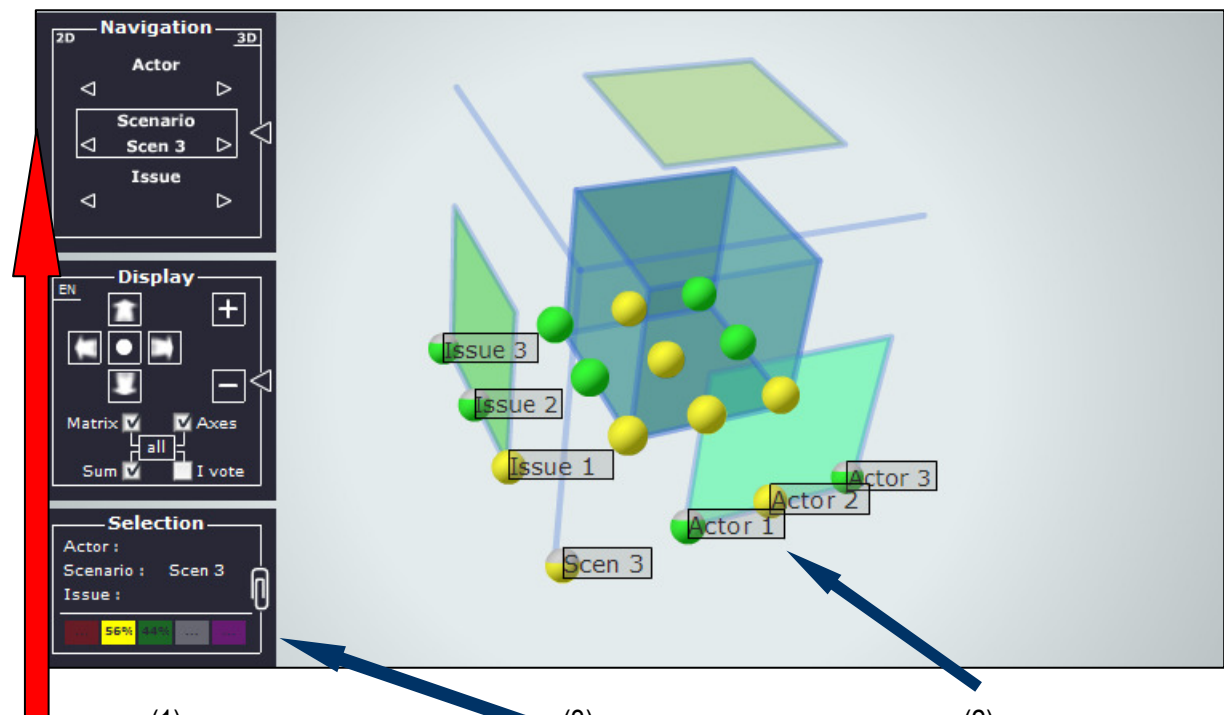
On every surface, two axes match (e.g. in surface 1, Issues and Scenarios). In each surface, you can compare, on the one hand, the lines and, on the other hand, the columns with each other. In this way, you can **analyse the relevance** (or **acceptability**) of your Actor, Issue, Scenario, each time with regard to one other dimension.



Relevance / Acceptability of	In the DM	Surface
scenarios with regard to issues	Lines	1
issues with regard to	Columns	1
scenarios with regard to <u>actors</u>	Lines	2
<u>actors</u> with regard to	Columns	2
issues with regard to <u>actors</u>	Lines	3
<u>actors</u> with regard to issues	Columns	3

2) Results in the Exterior Cells of the DM

The exterior cells represent the aggregate of one whole transect of the DM :



(1)

Scroll one of the three lists in order to see the DM transect you're interested in.

(3)

The **overall result** of the votes for one transect (here Scenario 3) is displayed in the **selection** box. The colour with the highest percentage is highlighted.

(2)

The respective transect will be displayed.

Note

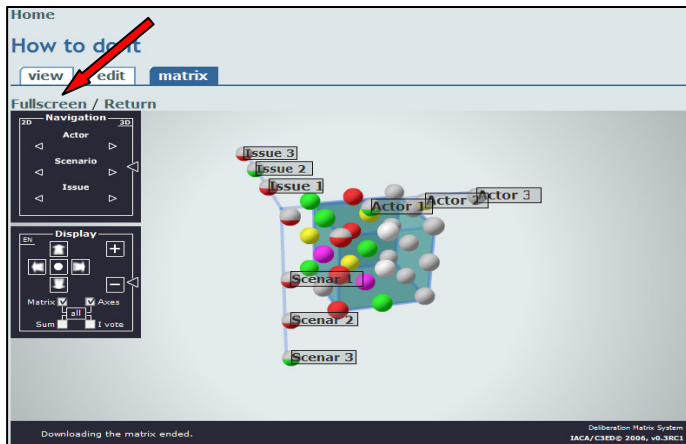
Be careful with your "reading" in any case.

The colour codes are simplistic aggregated signals.

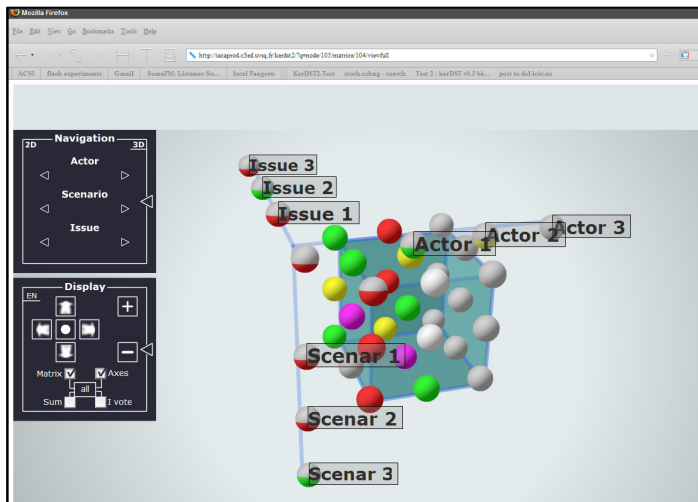
Half a red cell must not necessarily signal a result that is unambiguously "worse" than half a green cell.

When reading and interpreting, you should always take a look at the lower-level information conveying individual statements coming from the actors.

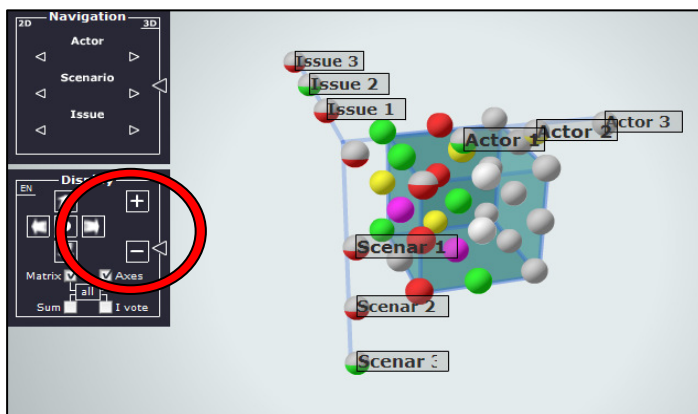
14- Manage the view on screen



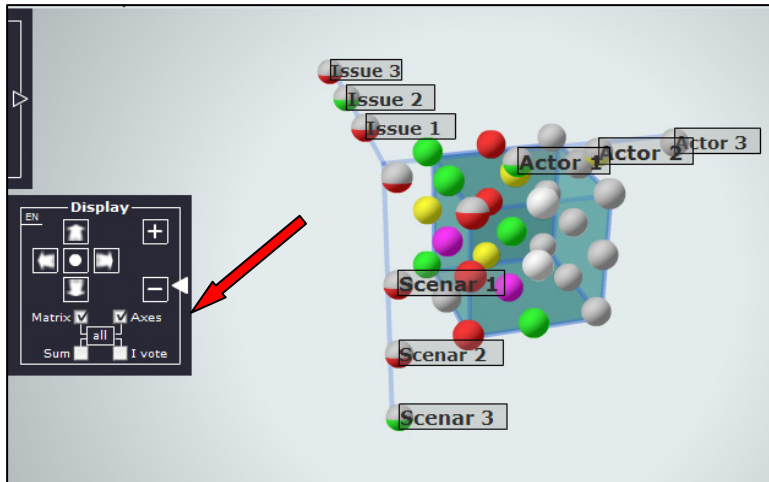
For a more comfortable navigation, click on “FULLSCREEN”.



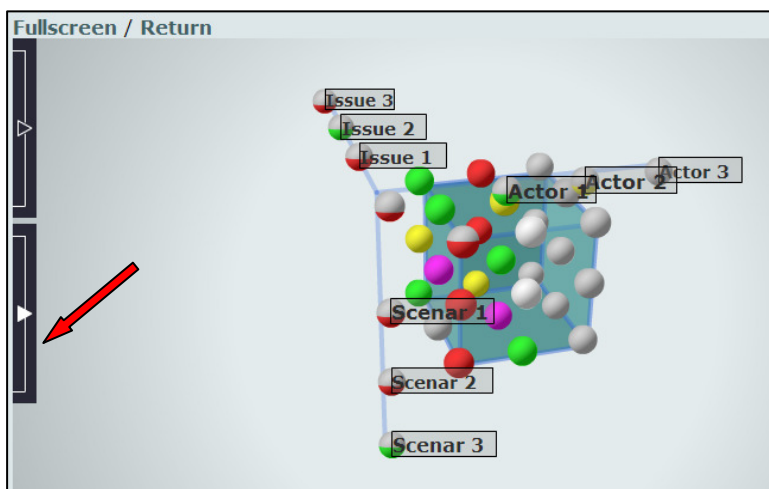
The **KerCOAST** Deliberation Support Tool will be represented like this in full screen view.



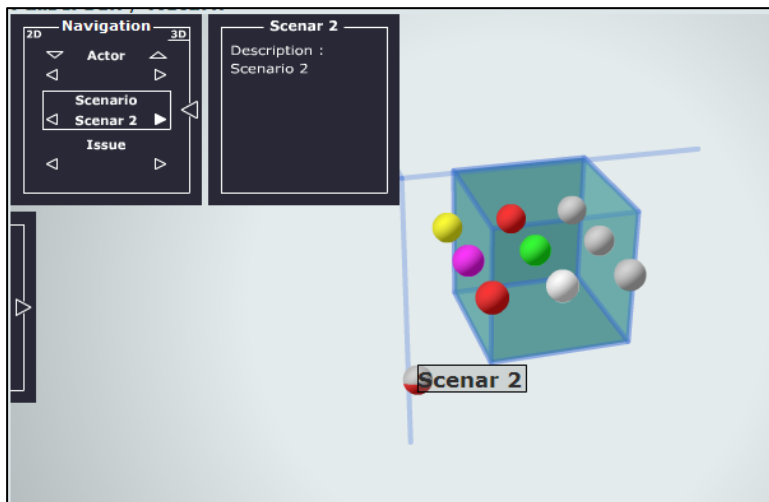
You can “move” your Deliberation Matrix using the arrows and you can zoom in or out of the matrix by using the symbols “+” (zoom into) and the “-”(zoom out of).



Click on the arrow to the right of each box to hide the respective box.

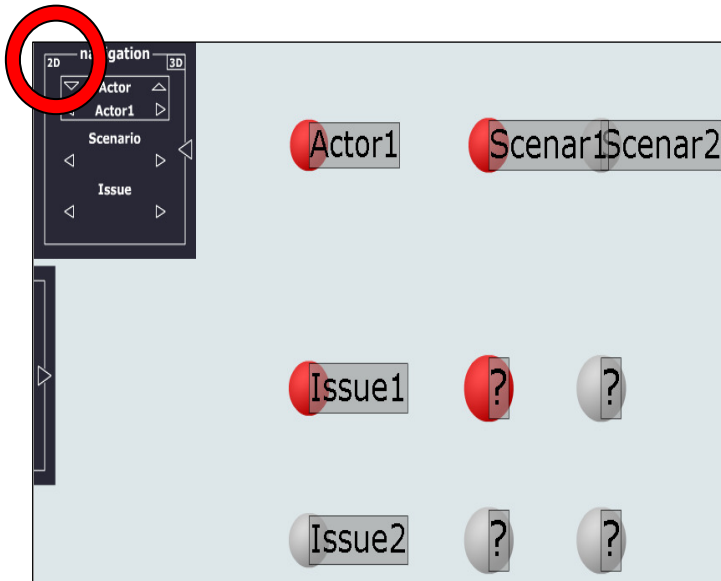


Click on this same button to make it reappear.



Click on the arrows to the right of each heading (the arrow in white) of the three axes in order to obtain a **DESCRIPTION** of the different values of the **SELECTED AXIS**.

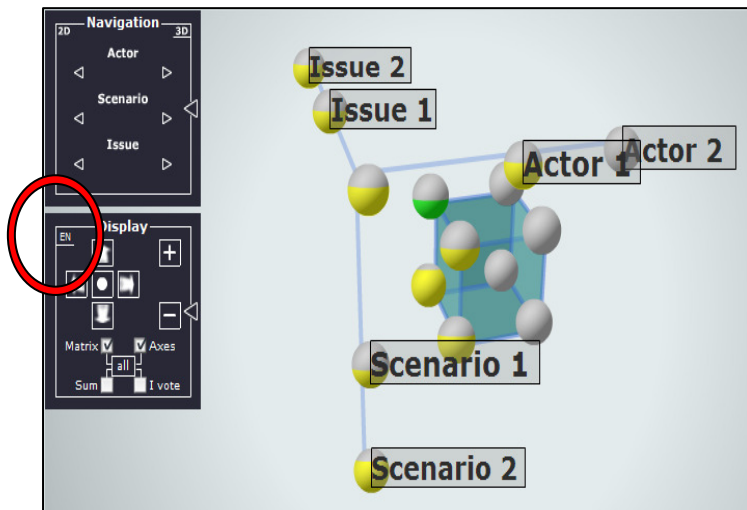
Click on this same button to glance through and select the various entries of the axes.



For a better representation of the matrix cells on which to vote on, you can view in mode 2D.

This mode shows only one axis at a time – the one that you have selected at that moment.

Click on “2D” on top on the left after having selected the axis to be studied.



Within the “DISPLAY” field, you can choose whether the information is displayed in English, French or Spanish.

French is chosen by default. Click on “EN” for English or “ES” for Spanish. Switch back to French by clicking on “FR”.

15- Return to an open DM on the kerCOAST website

Once a DM is created, you can go back to it at any time you want in order to finish or to change a deliberation.

This remains true as long as the debate is not closed - for this, you must choose **“CLOSE THE DELIBERATION”** in the presentation menu.

The screenshot shows the KerCOAST website interface. At the top, there are logos for the Sixth Framework Programme, SPICOSA, and KerCOAST. Below the logos, the page is divided into several sections:

- Left Column:** A navigation menu titled "The 12 Discovery Spaces" with links to Ker-Coast Home, V "Coastal WALKWAY", ICZM Methodology, ICZM Governance Issues, The projects... ECOST, etc., Actors [stakeholders], Consult the CUBE, Indicator Dialogue Box, Futures (scenarios), Maps & Data, KOA Knowledge Quality Assessment, and Documentation. Below this is a search box and a "Who's online" section showing 0 users and 1 guest online.
- Center:** A "Home" section titled "Ker-Coast (beta test version) Home" with a welcome message: "Welcome to Ker-COAST (beta) !" and a paragraph describing the system. A red arrow points to the "Home" link in the navigation menu.
- Right Column:** A "Matrix" section with links for "My debates", "Debates where I am a participant", and "Post a new debate.". Below this is an "Events" calendar for February 2006, an "Upcoming events" section with a "more" link, and a "User login" section with fields for "Username:" and "Password:", a "Log in" button, and a link for "Request new password". A red arrow points to the "Matrix" section.

Whenever you go back to the **KerCOAST** Homepage, you enter your username and password in the right hand column.

Click on **“MY DEBATES”** in order to consult the debates opened by you or other debates that are still open (by the way **“CONSULT THE CUBE”**), or those where you are registered as participant (**DEBATE WHERE I AM PARTICIPANT**).

Click on **POST A NEW DEBATE** if you want to create a new debate in the right hand column.

The list below displays several characteristics of the debates : their name and description, their status (participative or not; including the Indicator **KIOSK** or not) as well as their last update.

Home




How to do it ?

view

Matrix

edit

Here you have all the matrix available.
Click on the pictures to see the dimension.

	09/02/2009 Test matrix		Copy matrix
	New matrix		

If you have several matrixes, different dates will be proposed in order to continue with or to view the respective matrix.

Click on the **CREATION DATE** of the matrix in order to continue the configuration.

Click on "**NEW MATRIX**" in order to add a new matrix to your existing debate.

You can now open a new **DELIBERATION MATRIX** with new actors, scenarios and evaluation categories.

16- Copy a DM (Creator)

Home

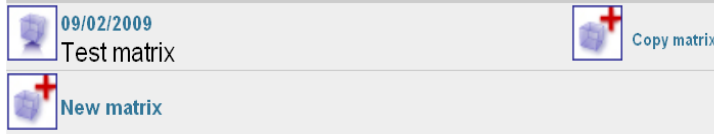
How to do it ?

view

Matrix

edit

Here you have all the matrix available.
Click on the pictures to see the dimension.



Copying a matrix is helpful when you want to modify a full matrix but do not want to lose the initial entries.

Click on “**COPY MATRIX**” next to the matrix you want to copy.

Home

How to do it ?

view

Matrix

edit

Form to make a copy of a matrice

Description:*

Test matrix

A description of the new matrix.

Import options

Axes to copy.

- Actor
- Scenario
- Issue
- indicator
- Participant

ou

Votes

- Votes
This choice involve to validate all axes.

Validate

Cancel

You can copy the matrix with all entries of the **VALUES** of the 5 axes (name and description).

You can even copy the **VOTES** that have been made. In this case, all the values related to the votes are copied: indicator choices, judgement and weighting.

If you do not import the **VOTES**, only the (empty) “skeleton” of your matrix will be copied.

Select the values you want to copy and add text in the “**DESCRIPTION**” field to explain the difference in this copied matrix.

Click on “**VALIDATE**”.

Import options

Axes to copy.

- Actor
- Scenario
- Issue
- indicator
- Participant

Votes

Votes

This choice involve to validate all axes.

ou

Validate Cancel

Attention :

As soon as you unselect one of the 5 entries on the left (**ACTOR, SCENARIO, ISSUE, INDICATOR, PARTICIPANT**), the “**VOTES**” option will also be unselected.

The reason is that the votes are dependent on each of the 5 values.

NOTE

When copying, you can **NOT** change the participative option, i.e. change a participative debate into a debate without participation (or vice versa).