



NORDISK HYDROLOGISK FORENING
Nordic Association for Hydrology

**Minutes of the projectgroup meeting about the webpage in Stockholm,
Sweden on the 15th of May, 2009.**

Participants:

Riitta Kamula (Finland)

Troels Kærgaard Bjerre and Per Grønvald (Denmark)

Karin Nyström (Sweden)

David Gustafsson (Sweden)

1. Introduction

The members of the projectgroup introduced themselves.

2. Organization

It was decided that David Gustafsson join the project group.

Karin Nyström was selected as projectleader and she accepted. The projectleader are responsible for designing the webpage, gathering information to the webpage from the project group and keeping us on track with the project. The rest of the project group members are responsible for defining specifications, delivery of information to the webpage (texts and pictures) and quality control/tests.

3. Specification

Language: English.

Logo: The english text in the logo could be highlighted. Discussion on the board is needed before a final decision is made.

The specifications suggested in the written note of the 4th of November were discussed. The following specifications were decided:

Aim of the website: The aim is professionals and students hydrology. More aggressive advertisement (“join us”) is necessary.

Web design:

The content: Easy to find relevant information. Display of the mayor upcoming events.

Usability: Easy and fast, no animations. Everything should be accessible within 3 clicks.

The appearance: Some kind of blue. Pictures (better good than many). Keep it simple. Logo top left. Menu on the left side (aim is members and potential members). Top menu with focus on activities within NHF. Very clear display of upcoming activities relevant to all hydrologists on the first page.

The visibility: Karin will investigate how to get a good hit-rate on the webpage.

Content:

Links (other websites with relation to hydrology (incl. BHS) and Facebook).

Left menu:

- Home.
- About NHF (board, general assembly, election committee etc.).
- Chairs corner.
- News from NHF.
- Networking.
- Contact us.
- Join NHF.

Top menu:

- Conferences
- Hydrology Research
- Seminars and workshops
- Links
- Networking (interactive website is scipped. We still consider Facebook as an option).

4. Time schedule

Karin Nyström make a projectplan before the 1st of june. Final and approved plan by mid june.

Digital pictures of water from the countries within the association to Karin Nyström from all the board members before the 1st of june.

Suggested layout (first page) before the 15th of August. Approval by the project group: 1st of September.

Decision about who is doing what on project group meeting in Copenhagen on the 9th of September. Decision about the layout of the web page.

Delivery of text for the website before the 1st of November 2009.

Betaversion including content ready on boardmeeting: January/February 2010.

Website ready for launch shortly after the boardmeeting in January/February 2010.

5. Web address

It was decided to use the web address www.nhf.com if possible and the price is fair. Karin Nyström take action.

6. Next meeting

Wednesday 9th of September in Copenhagen. Troels Kærgaard Bjerre and Per Grønvald will arrange the meeting.