

euroCRIS Membership Meeting

The FCT Information Systems: services provided to support scientific research. The perspective of the portuguese funding agency for science and innovation.

**14 November, 2013
University of Porto, Porto**

**Paula Meireles – Document Management Group
Fundação para a Ciência e a Tecnologia, Lisbon – Portugal
The Portuguese funding agency for science research and innovation**

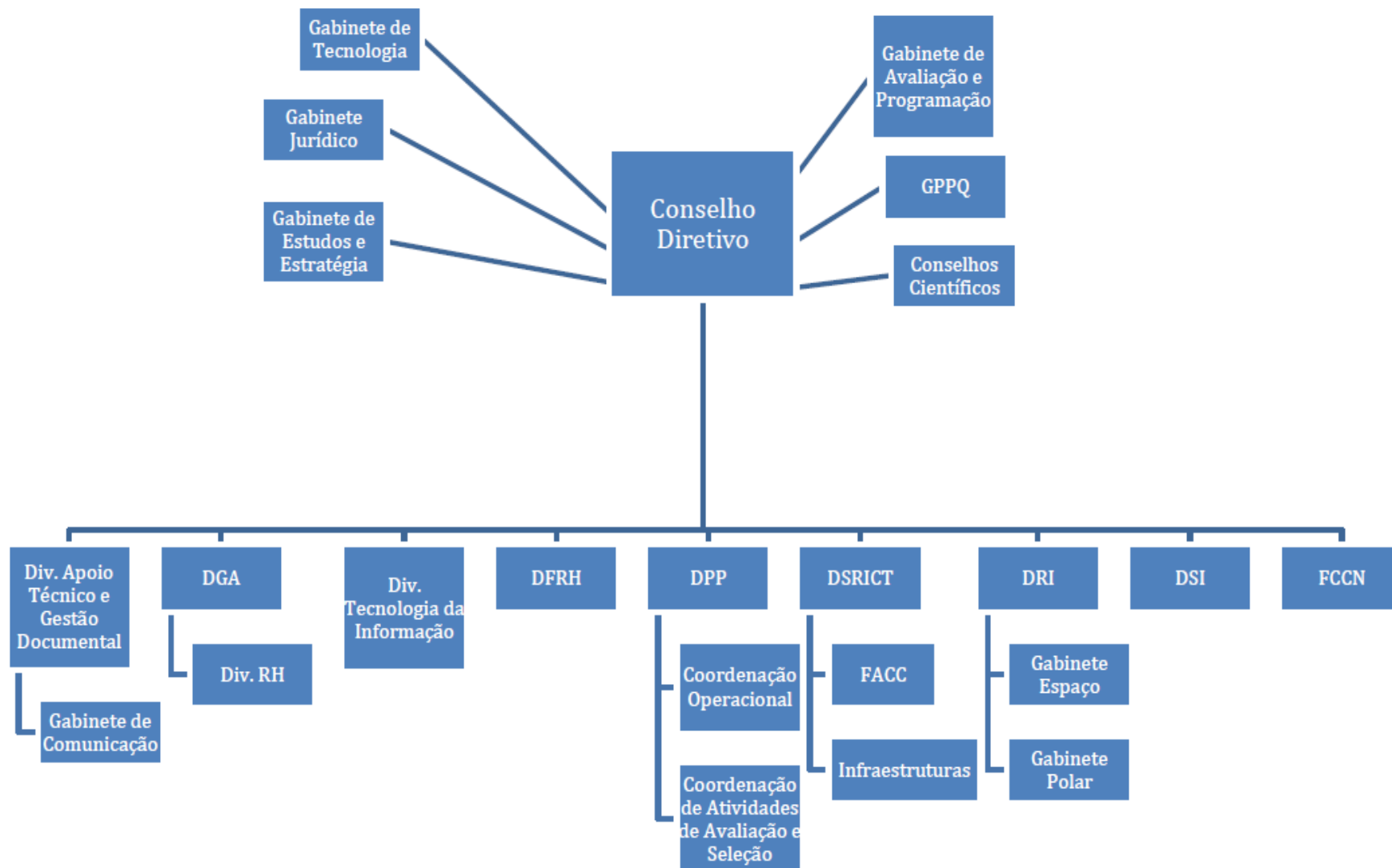
I. Fundação para a Ciência e a Tecnologia, IP.

- The Fundação para a Ciência e a Tecnologia (FCT) started its activity in August 1997.
- It succeeded to National Board of Scientific and Technological Research (JNICT), created in 1967.

- Its mission is:
 - . The funding and evaluation of the research activity,
 - . The international scientific and technological cooperation,
 - . The coordination of public policies on science and technology,
 - . The development of national means of scientific computing.

The **history of FCT** has an important role in the history of science and technology and the organization of science in Portugal.

Organigrama FCT



II. Information Systems FCT – Services for the Community

a) Science Management :

- Submission of applications for research scholarships, projects, institutions and scientific leaders;
- Management financing of projects and institutions;
- Communication with stakeholders;
- Curricula registration and management;
- Mobility of researchers;
- Opportunities for research;
- Access online information.

II. Information Systems FCT – Services for the Community

b) Scientific production:

The Scientific Open Access Repository of Portugal, known as RCAAP, has for mission promote, support and facilitate the adoption of open access to scientific knowledge in Portugal.



II. Information Systems FCT – Services for the Community

c) Access to the documentary heritage of FCT

- The treatment and organization project of the FCT archive started in 2008.

- We evaluated approximately 3.5 Km documentation accumulated since the late 1960`s of the twentieth century.

II. Information Systems FCT – Services for the Community

The Archive of Science and Technology

Public service use of the Fundação para a Ciência e a Tecnologia, being responsible for treatment, organization, communication and preservation of the science and technology archives held by the FCT. Encompasses:

- ❑ Essentially, archives of management institutions and scientific research organization at a national level,

But also...

- ❑ Archives of scientists and researchers with relevant activity in national and international scientific scene.



FCT

Fundação para a Ciência e a Tecnologia
MINISTÉRIO DA EDUCAÇÃO E CIÊNCIA

Arquivo de Ciência e Tecnologia



CORPO 11



CORPO 10



CORPO 9



CORPO 8



II. Information Systems FCT – Services for the Community

<u>Historical Archive of Science and Technology</u>	Dates
1. Archive of Nuclear Energy Board	1954-1979
2. Archive of the INVOTAN Commission	1959-....
3. Archive of the National Board of Scientific and Technological Research (JNICT)	1967-1997
4. Archive of the National Institute of Scientific Research (INIC)	1976-1992
5. Archive of PRAXIS XXI Management Office	1994-1999
6. Archive of the Institute for International Scientific and Technological Cooperation (ICCTI)	1997-2002
7. Archive of the Fundação para a Ciência e a Tecnologia (FCT)	1997-...
8. Archive International Office of Science and Higher Education (GRICES)	2002-2007
9. Archive of the Agency for the Knowledge Society (UMIC)	2005-2012
10. Archive of Mariano Gago	1986-1991
11. Archive of David Ferreira	[1911-2002]

II. Information Systems FCT – Services for the Community

Content	
INVOTAN Commission	Research grants, decision documents (eg minutes of meetings of the Commission) and relations with NATO.
JNICT / FCT	Research grants, projects, institutions and scientific infrastructure and international cooperation.
INIC	Funding of research institutions, processes and procedures scholarship holders scientific interchange (agreements, conventions, scientific and cultural bilateral and multilateral).
GRICES / ICCTI	Multilateral cooperation (CERN, ESA, ESO, COST, CYTED, FHS, OECD, UNESCO) and bilateral cooperation (inter-institutional agreements).
Office PRAXIS XXI	Project financing and infrastructure.
Personal archives	Documentation gathered from the activity of scientists / scholars: Mariano Gago and David Ferreira.
UMIC	Coordination of public policies for the information and knowledge society.
JEN	Cooperation with international organizations, visits to international congener entities and participation in international events regarding nuclear energy.

II. Information Systems FCT – Services for the Community

Information available on the web:

- ❑ Archival inventory available at <http://arquivo.fct.pt>.
- ❑ The inventory was created on a system that complies with international requirements for archival description and allows the **association of digital objects** and making them available online through the registration of association description.
- ❑ The digitization and online availability of documents is a goal that lies ahead in the near future as part of the activities of the **Archive of Science and Technology**, for reasons of accessibility and availability of information but also for reasons of preservation.

Código de referência

Localizar

- Código de re... **Título**
- EMG* Espólio Mariano Gago
- 001* Jornadas de Investigação Ci
- 002* Relações Portugal/Cabo Verd
- 003* Relação Portugal/EUA
- 004* Promoção política científica
- CSCT* Conselho Superior de Ciência
- FCT Fundação para a Ciência e a
- DPPICD Departamento de Programas
- 001 Projectos financiados
- DSRICT Departamento de Suporte à
- SID* Serviço de Informação e Doc
- JEN Junta de Energia Nuclear
- CCCN Comissão de Combustíveis e
- DSC Direcção dos Serviços Centra
- DSI Direcção dos Serviços Intern
- GEP Gabinete de Estudos e Planej
- GP Gabinete do Presidente
- JNICT Junta Nacional de Investigaç
- CFDCT Centro de Fornecimento de
- DSPP Direcção de Serviços de Prog

Reuniões

Identificação

Nível de descrição

Código de referência /

Tipo de título

Título

Datas de produção ? ?

Dimensão e suporte

Extensões

Conteúdo e estrutura

Âmbito e conteúdo

Acesso e utilização

Cota actual

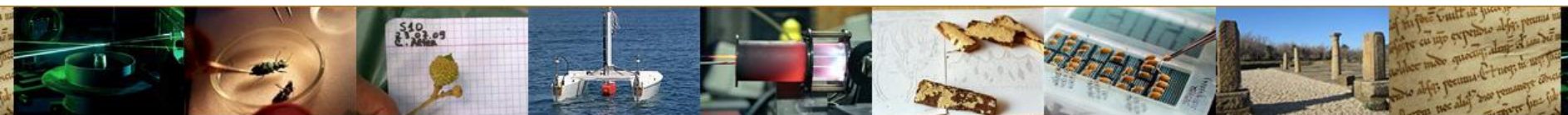
Cota original

Idioma e escrita

Tipo u.i.

Controlo da descrição

Revisto



PESQUISA SIMPLES PESQUISA AVANÇADA CATÁLOGO

Resultados de pesquisa

Pesquisou usando parâmetros avançados e foram encontrados 3 resultados. Página 1 de 1. Ordenado por

[FUNDAÇÃO PARA A CIÊNCIA E A TECNOLOGIA, I.P.](#)

O fundo da Fundação para a Ciência e a Tecnologia, I.P. (FCT) testemunha a sua actividade, desde 1997, enquanto organismo responsável pela promoção, financiamento e acompanhamento da investigação cien ...

Datas 1990 - 2006
Referência completa PT/FCT/FCT

Registo completo [+ Adicionar à lista](#)

[JUNTA NACIONAL DE INVESTIGAÇÃO CIENTÍFICA E TECNOLÓGICA](#)

O fundo da Junta Nacional de Investigação Científica testemunha a evolução do organismo, desde a sua criação até à sua extinção, enquanto organismo responsável pela promoção, financiamento e acompanha ...

Datas 1984 - 1997
Referência completa PT/FCT/JNICT
Cota actual 3 depósitos

Registo completo [+ Adicionar à lista](#)

[JUNTA DE ENERGIA NUCLEAR](#)

O fundo da Junta de Energia Nuclear reflecte a sua actividade, desde a sua criação até à extinção, como organismo pioneiro no estudo e aplicação da energia nuclear em Portugal.

Datas 1953-01-24 - 1980
Referência completa PT/ITN/IEN

NÍVEIS DE DESCRIÇÃO

- Colecção
- Fundo
- Secção
- Série
- Unidade de instalação
- Documento composto
- Documento

DATAS

- 1953-1963
- 1963-1973
- 1973-1983
- 1983-1993
- 1993-2003
- 2003-2006

REPRESENTAÇÃO DIGITAL

- Com representação
- Sem representação

II. Information Systems FCT – Services for the Community

The structure of DigitArq is based on four international standards:

1. ISAD(G) – International Standard Archival Description
2. EAD – Encoded Archival Description
3. ISAAR (CPF) – International Standard Archival Authorities Records
4. EAC - Encoded Archival Context

The first two are intended to support the process of archival description. The others are designed to support the production of authority records.

In both cases encoded XML files were produced according to standard text structures in EAD and EAC and therefore allowing international exchange and dissemination.

II. Information Systems FCT – Services for the Community

ISAD(G) – General International Standard Archival Description



• Guidelines for Archival Description
multilevel

• Regardless the form or the
support of the documents

Goals:

- Production of consistent descriptions
- Facilitate recovery and exchange of information
- Data exchange
- Integration of descriptions from different entities
- 26 descriptive elements divided into different zones of description

II. Information Systems FCT – Services for the Community

OAI-PMH - Open Archives Initiative Protocol for Metadata Harvesting

Protocol that allows Internet available metadata of various resources. It is used by aggregators of metadata, seeking to respond to interoperability.

Standardization



Interoperability

II. Information Systems FCT – Services for the Community

The Archive, in terms of communication, is a primary source of information, which:



- Encourages the study and knowledge of science in Portugal as well as the entities that developed this activity;
- Provides access to organized information;
- Lets you know the past to understand the present and plan for the future.

II. Information Systems FCT – Services for the Community

Library of Science and Technology

The FCT holds a collection of national and international bibliography of scientific policy and management and administration of science, which must be preserved, identify and make available essential to support the study and understanding of the Archive.

Ongoing:

1. Bibliographic cataloguing, according to international rules of bibliographic description (ISBD, UNIMARC);
2. Availability and access of this collection to the scientific community and the general public.

II. Information systems FCT – Services to support core business

Management of business processes:

- Management of proposals submission
- Proposals evaluation
- Monitoring the financial support
- Scientific follow-up

II. Information systems FCT – Services to support core business

Electronic System Archive Management (SEGA)

Operating in FCT since April 15, 2011. Information system developed in order to store, preserve and retrieve the records created and received in the Foundation.

Among the many advantages, it stands out in this context, the organization and preservation of electronic archive of digital native and scanned documents.



The Current Archive: paper to digital

Conselho Directivo

FCT Fundação para a Ciência e a Tecnologia
MINISTÉRIO DA CIÊNCIA, TECNOLOGIA E ENSINO SUPERIOR

Conselho Directivo

Intranet **Conselho Directivo**



Conselho Directivo > Documentos associados a processos

Documentos associados a processos

Biblioteca de documentos que associa os processos aos documentos.

Coluna Contém

Novo Carregar Acções

Tipo	Assunto	Nome	Referência	Remetente	Processo	Criado	Grupo	Título	FCTComentarios	Resposta	Assinado
	Reuniao de arranque do Grupo de Trabalho "Reporting" com vista a produção da 6ª Comunicação Nacional (Of 018/13/DACAR-DPAAC)	img-311142336-0001 Novo	018/13/DACAR-DPAAC	Agencia Portuguesa do Ambiente		13-03-2013 14:15	Conselhos Científicos	----- 12-03-2013 14:41:04 -- ----	Autor: Ana Tavares Comentários: A Catarina ja tem o original. A		
	Difusao de Bolsa de Pos-Doutoramento Emilio Rosenblueth (Of 803/13)	img-311141744-0001 Novo	803	Secretária de Estado da Ciência		13-03-2013 14:13	Gabinete de Comunicação e Imagem	----- 13-03-2013 10:31:51 -- ----	Autor: Ana Tavares Comentários: Ana, para divulgação. Ana		
	Mudança de instalações/denominação (Of 149/13)	img-311141718-0001 Novo	149/13	ARDITI		13-03-2013 14:12	Informática	----- 12-03-2013 15:19:41 -- ----	Autor: Ana Tavares Comentários: Para atualização no sistema informatico. Ana		
	Requerimento de acreditação Mecenato Científico	img-311141549-0001 Novo	S/Referencia	Fundação Calouste Gulbenkian - Instituto Gulbenkian de Ciencia - Maratona da Saude		13-03-2013 14:08	Assessoria Jurídica	----- 12-03-2013 15:13:33 -- ----	Autor: Ana Tavares Comentários: Para os devidos efeitos. Ana		
	Actualização dos Delegados Nacionais ao Space Policy Expert Group da Comissão Europeia (Of 817/13)	img-311151244-0001 Novo	817	Secretária de Estado da Ciência		13-03-2013 14:07	E. P. Gabinete do Espaço	----- 12-03-2013 15:07:44 -- ----	Autor: Ana Tavares Comentários: Para os devidos		

- Ver Todo o Site
- Sites**
- Documentos**
 - Por tratar
 - Pastas
 - Tramitar documento
- Listas**
 - Tarefas
 - Pastas
 - Levantamento de Aplicações/Neccesidades
- Histórico**
 - Caixa de entrada
 - Documentos
 - Tramitações
- Gestão Documental**
 - Caixa de Entrada
 - Arquivo Hierárquico
 - Classificar
- Reciclagem**

Ver Todo o Site

Sites

Documentos

- Por tratar
- Pastas
- Tramitar documento

Listas

- Tarefas
- Pastas
- Levantamento de Aplicações/Necessidades

Histórico

- Caixa de entrada
- Documentos
- Tramitações

Gestão Documental

- Caixa de Entrada
- Arquivo Hierárquico
- Classificar

Reciclagem

Biblioteca de documentos que associa os processos aos documentos.

Coluna Contém

Novo Carregar Acções 1 - 100 Ver:

ID	IDSequencial	Data do documento	Nome	Assunto	Resposta	Título	FCTComentarios	Modificado	Modificado por	DocumentoTratado
----	--------------	-------------------	------	---------	----------	--------	----------------	------------	----------------	------------------

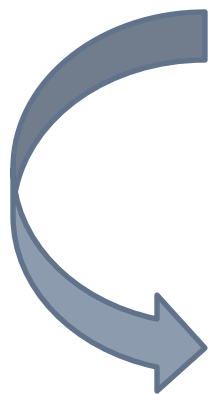
- Processo : (287)
- Processo : CD/AD/2011 - Reavaliação documental (1)
- Processo : CD/AD/2012 - Processo de eliminação documental (3)
- Processo : CD/AE/2012 - Doação a Moçambique Arquivo Pessoal General Tristão de Bettencourt (2)
- Processo : CD/AENA/2011 - Pedido de Bolsa p/TÁGIS (1)
- Processo : CD/AI/2013 - Auditorias promovidas pela FCT - Havard Medical School (2)
- Processo : CD/AI/2013 - Auditorias promovidas pela FCT - Programa CMU Portugal (1)
- Processo : CD/AI/2013 - Auditorias promovidas pela FCT - Programa MIT Portugal (1)
- Processo : CD/AI/2013 - Auditorias promovidas pela FCT - Programa UT Austin (2)
- Processo : CD/ALA/2011 - Avaliação de Laboratórios Associados - Relatório Final (1)
- Processo : CD/B/2011 - Pedido de Bolsa (2)
- Processo : CD/B/2011 - POPH (5)
- Processo : CD/C/2011 - Estatuto de Mecenato Científico Biocant (4)

3288	FCT/5983/2/3/2012/E	27-02-2012	img-302153049-0001	REQUERIMENTO DE EMISSÃO DE CERTIFICADO CIENCIA 2010	-----	05-03-2012 17:38:00 -----	Autor: Ana Tavares Comentários: Para os devidos efeitos.	11-05-2012 14:51	Susana Castro Silva	Documento Tratado
1126	FCT/4848/20/6/2011/E	20-06-2011	img-620134728-0001	Parecer nº MECEN/2011 de 23-05-2011	-----	21-06-2011 16:33:54 -----	Autor: João Sentieiro Comentários:	24-01-2012 11:47	Susana Castro Silva	Documento Tratado
1535	FCT/5294/8/8/2011/S	08-08-2011	img-808140211-0001	Reconhecimento da natureza científica da actividade, para efeitos de Mecenato Científico, da BIOCANT - Associação de Transferência de Tecnologia, do Grupo de Investigação do Cancro Digestivo e do CNC - Centro de Neurociência e Biologia Celular				01-09-2011 14:10	Susana Castro Silva	Documento Tratado
608	FCT/746/5/5/2011/E	04-05-2011	img-505104032-	Pedido de renovação de reconhecimento do Estatuto de	-----	13-05-2011 13:25:30 -----		18-05-2011 16:10	Susana Castro Silva	Documento Tratado

II. Information systems FCT – Services to support core business

Management of business processes - hybrid situation regarding the support of the documentation:

- electronic documents: electronic submission, digital native, email ...
- paper documents: mail, ...



**SEGA as a repository of
documents produced under
the management of business
processes**

II. Information systems FCT – Services to support core business

Program "Administration Electronics and Semantic Interoperability" (PAEIS)



Government policy for administrative modernization

General Objective

Semantic interoperability in Public Administration and all the public entities that are related and that perform state functions.

Specific Objective

The creation of a functional Macrostructure (MEF), semantic structure for classifying records

II. Information systems FCT – Services to support core business

Interoperability implies, among others, the following areas of intervention:

- ❑ Technology - equipment and software to communicate with each other and understand each other in an integrated manner in order to meet global needs.

- ❑ Information transmitted or exchanged between the actors involved: their structure, i.e. the syntax and meaning of such information, i.e. the semantics.

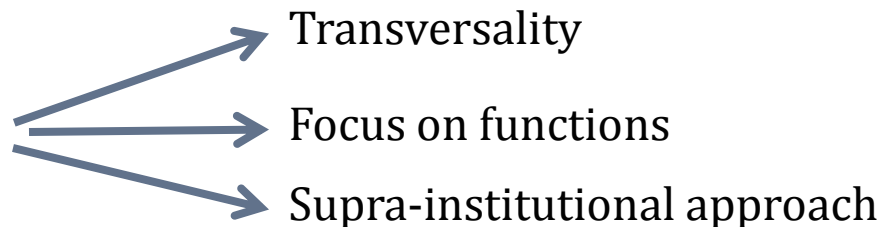
For interoperability it is necessary to verify that, at least, these two factors are present in an articulated manner.

II. Information systems FCT – Services to support core business

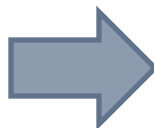
Supporting tool for Semantic Interoperability



Functional Macrostructure - MEF



- Optimization means
- Efficiency and effectiveness
- Transparency



- Transversal processes
- Common processes
- Shareable resources



- Simplification and modernization of processes
- Strategies and common practices
- Integration of information systems

II. Information systems FCT – Services to support core business

Business Activity Structure Classification System (BASCS)

Functional classification system used by *Library and Archives Canada (LAC)*

Three levels:

- Functions
- Sub-functions
- Activities



II. Information systems FCT – Services to support core business

Code	FCT Classification Plan	MEF code	MEF structure
000	Legal and normative planning	100	Legal and normative planning
010	Strategic planning and management	150	Strategic planning and management
020	Research and statistics	150	Strategic planning and management
030	Supervision, monitoring and accountability	450 500 950	Acknowledgements and permissions Supervision, monitoring and accountability Administration of civic participation
040	Institutional relations	200	Implementation of foreign policy
050	Dissemination and communication	900	Promotion and Institutional Communication
060	Information systems and documentation and supporting technologies		
070	Human resource management and industrial relations	250	Administration of working relations
080	Management of goods and services	300	Administration rights, goods and services
090	Budget management	350	Financial administration
100	Supports, services and financial incentives	850	Execution of programs and incentive measures
110	Administration of justice	600	Administration of justice
120	Education and training	750	Service providing education and training

II. Information systems FCT – Services to support core business

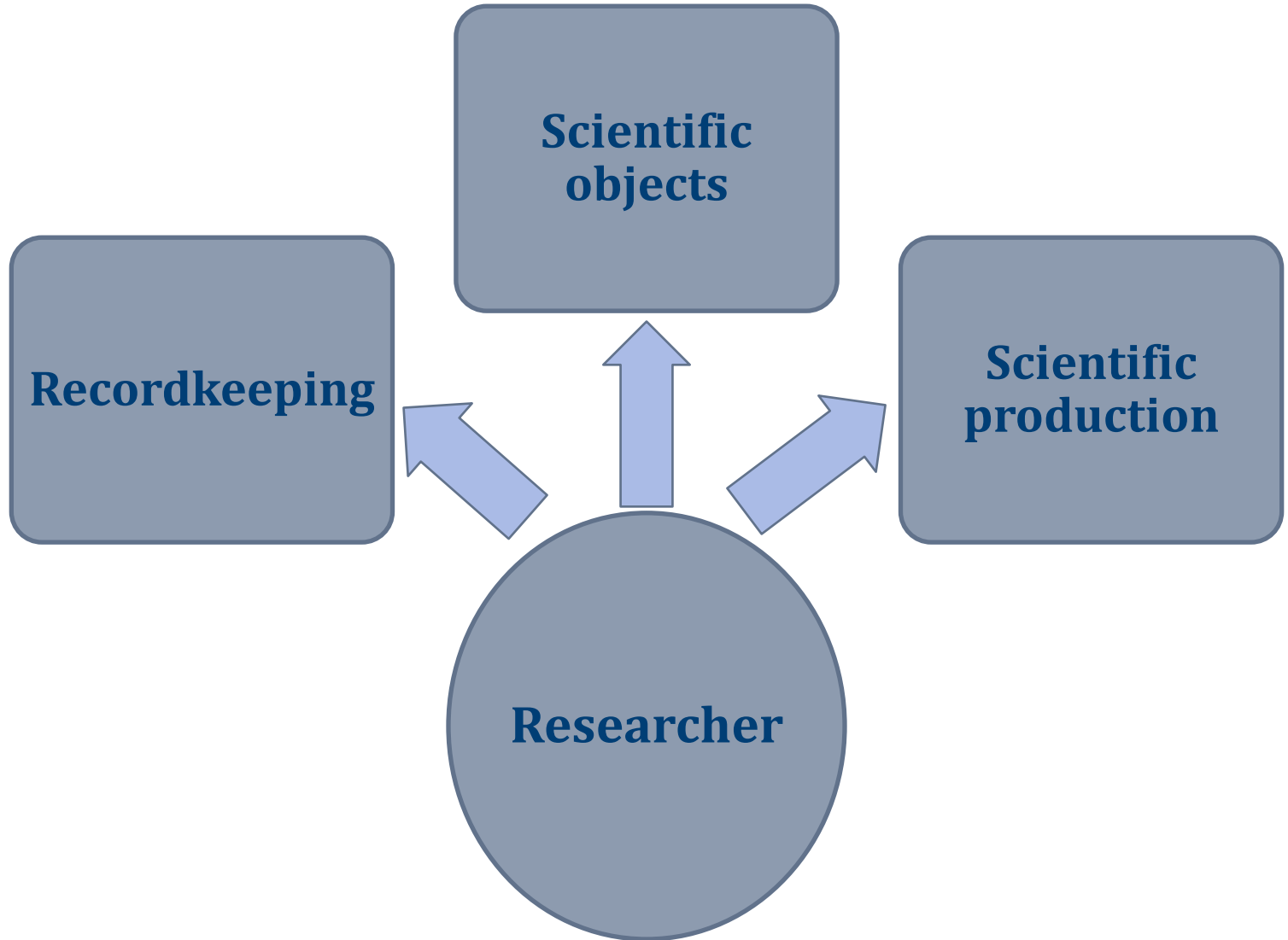
Code	FCT Classification Plan	MEF code	MEF structure
100	Supports, services and financial incentives	850	Execution of programs and incentive measures
100.01	Programs to support development	850.10	Execution of programs and support actions
		850.10 .002	Calls
		850.10 .002	Projects
		850.10 .002	Research scholarship integration
		850.10 .002	Mobility of human resources
		850.10 .002	Evaluation of Research Institutions
		850.10 .002	Financing Research Institutions
		850.10 .002	Scientific infrastructure
		850.10 .002	Supporting scientific community
100.05	Awards, subsidies and occasional support	850.10 850.20	Execution of programs and support actions Awarding prizes
	Awards	850.20.300	Awards
	Special support	850.10.003	Special support

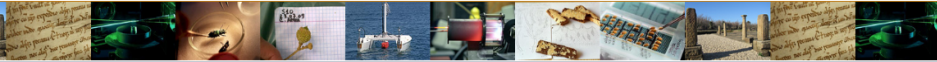
III. Scientific heritage: an integrated perspective on access to information

Open access to scientific production:

- ❑ recommendations of the European Commission of 17 July 2012, with a view to providing open and free data and research results and publications resulting from scientific research projects, which are produced with public funding;
- ❑ the publication of Decree-Law n.º 115/2013 of 7 August, requiring the deposit in the repository RCAAP, of the work carried out to obtain master's and doctorate degrees;
- ❑ and, the presentation of a proposal by FCT for an *Open Access Policy*.

III. Scientific heritage: an integrated perspective on access to information





PESQUISA SIMPLES PESQUISA AVANÇADA CATÁLOGO

Pesquisar documentos
Introduza os termos a pesquisar...
Entre as datas
0000-01-01 - 9999-12-31
 Pesquisar apenas registos com representação digital
Pesquisar

PESQUISAS FREQUENTES

então: arquitectura zona bolsas cartas centro ciência
doutoramento educação história menu investigação João José
junta maria miguel nacional siveira para paulo Pedro Sérgio
projectos santos silva tese teses univesoar

DOCUMENTOS MAIS VISTOS

- Junta Nacional de Investigação Científica e T... 1884/1884
- Fundação para a Ciência e a Tecnologia, I.P., 1900/1900
- Projectos financiados, 1000/1000

DOCUMENTOS RECENTES

- Despachos internos, notas internas, ordena...
- Propostas externas (1900) [V], 1900/1900
- PBICT - 1995, 1995/1995



PESQUISA SIMPLES PESQUISA AVANÇADA CATÁLOGO

Resultados de pesquisa

Pesquisou usando parâmetros avançados e foram encontrados 4 resultados. Página 1 de 1. Ordenado por Código de referência

- ESPÓLIO MARIANO GAGO**
A parte do espólio José Mariano Rebelo Pires Gago que foi doado ao Arquivo Histórico de Ciência e Tecnologia (AHCT) representa a actividade de Mariano Gago enquanto presidente da Junta Nacional de Inv ...
Datas: 1978-07 - 1992-10
Referência completa: PT/FCT/EMG
Registo completo + Adicionar à lista
- FUNDAÇÃO PARA A CIÊNCIA E A TECNOLOGIA, I.P.**
O tundo da Fundação para a Ciência e a Tecnologia, I.P. (FCT) testemunha a sua actividade, desde 1997, enquanto organismo responsável pela promoção, financiamento e acompanhamento da investigação cien ...
Datas: 1990 - 2006
Referência completa: PT/FCT/FCT
Registo completo + Adicionar à lista
- JUNTA NACIONAL DE INVESTIGAÇÃO CIENTÍFICA E TECNOLÓGICA**
O tundo da Junta Nacional de Investigação Científica testemunha a evolução do organismo, desde a sua criação até à sua extinção, enquanto organismo responsável pela promoção, financiamento e acompanha ...
Datas: 1984 - 1997
Referência completa: PT/FCT/JNICT
Foto actual: 3 documentos

NÍVEIS DE ACESSO

- Coleção
- Fundo
- Secção
- Série
- Unidade de instalação
- Documento composto
- Documento

DATA

- 1937-1950
- 1950-1963
- 1963-1976
- 1976-1989
- 1989-2002
- 2002-2006

REPRESENTAÇÃO DIGITAL

- Com representação
- Sem representação

APLICAR FILTROS

Inweb
Science
museum

Digitarq
ACT

RCAAP
FCT

Integrated
system

PESQUISA GERAL

História Natural

Instrumentos científicos

Etnografia

Modelos

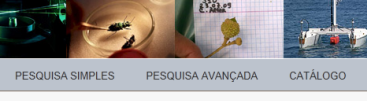
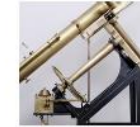
PESQUISA ORIENTADA

PESQUISA ESPECÍFICA

PESQUISA GUIADA

AJUDA

Selecione uma imagem



PESQUISA SIMPLES PESQUISA AVANÇADA CATÁLOGO



- Ordenado por: Relevância | Ordem: Decendente | Actualizar
- Equity Research - Redes Energéticas Nacionais, SGPS, SA**
Pedro Machado
Data: 2012 | Origem: [Repositório Aberto da Universidade do Porto](#) [Mais info.](#)
 - Essays on Firms' Location and Cooperation in Research & Development**
Maria Isabel Mota Campos
Data: 2007 | Origem: [Repositório Aberto da Universidade do Porto](#) [Mais info.](#)

35 Resultados

Refinar resultados

- Texto Pesquisado**
- Autor**
 - Jorge Nogueiras (3)
 - Olsson, J. Anna S. (2)
 - Polónia, Amélia (2)
 - Sandse, Peter (2)
 - Conceição Nogueira (2)
- Data**
 - 2012 (6)
 - 2008 (5)
 - 2009 (5)
 - 2007 (4)
 - 2011 (3)
- Tipo de Documento**
 - Artigo (14)
 - Dissertação de Mestrado (8)
 - Documento de conferência (5)
 - Livro (4)

III. Scientific heritage: an integrated perspective on access to information

Knowledge management, with regard to the national scientific production.

- Creating a standardized working basis;
- Providing indicators for decision support;
- Efficient retrieval of information;
- Access to different outputs of information.

Research:

Archives
Repositories
Museums

Information

Knowledge

Ongoing projects:

- Identification of national scientific archives
- Promote access to scientific archives in the ACT
- Producing a thesaurus for Science and Technology Archive
- Creating an oral history repository
- Develop a Network of Science and Technology Archives

Paula Meireles

Fundação para a Ciência e a Tecnologia, IP.

The Portuguese funding agency for science research and innovation

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