



Projects Portal - User Guide

<https://portal.etsi.org/xdfs/#/>

Table of Contents

1	Foreword.....	2
2	Connection	2
3	Landing page	2
4	Projects search	3
4.1	By Reference Body	3
4.2	By Project's status.....	3
4.3	By Project number.....	4
4.4	Open for application.....	4
5	The different sections and their update.....	5
5.1	Who we are	5
5.2	What we do.....	5
5.3	Why we do it.....	7
5.4	How we do it.....	7
5.5	Terms of Reference	8
5.6	Deliverables.....	8
5.7	Milestones.....	9
5.8	Useful links	9



1 Foreword

This applies for the Projects Leader who will need to create/update the page attributed to the project.

The page is visible publicly on the web.

If you have any comments or need further assistance, please don't hesitate to contact us at: STFLink@etsi.org

The page is automatically created when the project is created by the FA team. It is then the responsibility of the project's team to fill in some of the content and update the page if necessary.

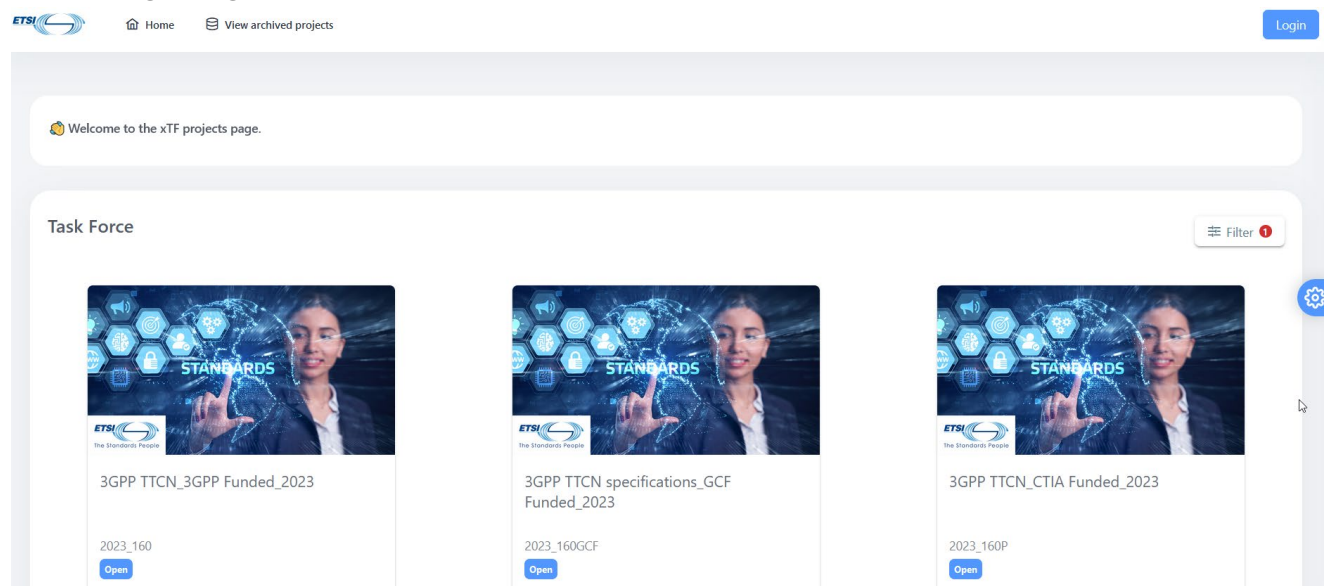
2 Connection

Link to connect: <https://portal.etsi.org/xtfs/#/>

To connect: use your EoL account credentials.

If you do not have your credentials, please contact STFLink@etsi.org.

3 Landing page





4 Projects search

Note: It is possible to select several filters to tailor the search.

4.1 By Reference Body

Select the reference body in the Filter button on the right.

A screenshot of the "Task Force Search" form. It contains three dropdown menus: "Reference bodies", "Status" (with "Open" selected), and "Project number". Below these is a toggle switch labeled "Projects open for application" which is currently turned off. The form is titled "Task Force Search" and has a "Filter" button on the right side.

4.2 By Project's status

Select the status in the filter, between "Open", "In preparation" and "Completed".

A screenshot of the "Status" filter dropdown menu. The dropdown is open, showing three options: "Open" (selected with a blue checkmark), "In preparation", and "Completed". The dropdown is titled "Status" and has a "Filter" button on the right side.

Note: By default, the portal shows Open projects.

4.3 By Project number

Select the project number in the drop down list. You can also enter the number directly.

Project number

☐ 160_2022
☐ 160GCF_2021
☐ 160GCF_2022
☐ 160P_2021
☐ 160P_2022
☐ 160Q_2021

4.4 Open for application

A filter for Projects “open for application” is available (On or Off):



Projects open for application



Switch on to see only projects open for application

In that case, the portal will show open projects and it is possible to click on the “Apply” button to go to the Call for Expertise website.

Task Force



Development of a set of Technical Specifications related to the Future Railway Mobile Communication

639

[Open](#)

Ref. Body: RT

From 2023-12-15 to 2025-09-15

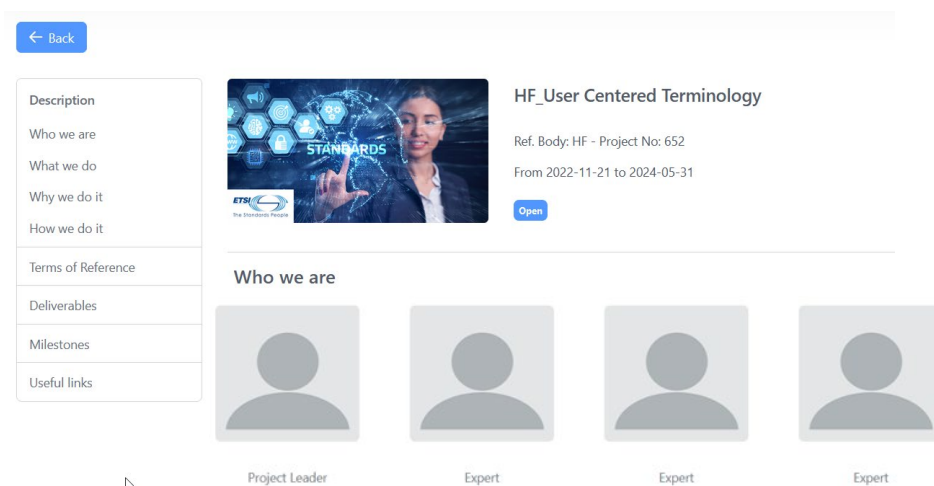
[Apply](#) [View details →](#)

5 The different sections and their update

5.1 Who we are

This is the list of experts taking part of the project.

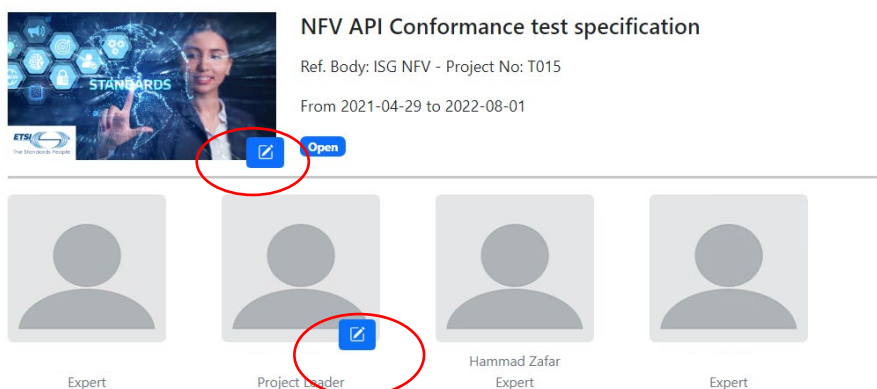
Note: The icons for pictures, names and list of contacts are created automatically. To update the pictures, see section 6.2.



To update this section, please log in with your ETSI EOL account.

The user can update:

- His/her picture
- The picture representing the project
- Click on the **pen icon**.



After the changes have been done, click on the **Save changes** button.

5.2 What we do

This is a description of the scope of the project.

[← Back](#)

Description
Who we are
What we do
Why we do it
How we do it
Terms of Reference
Deliverables
Milestones
Useful links



EN-Rev

Ref. Body: HF - Project No: 614

From 2023-07-01 to 2025-04-30

[Open](#)

What we do

The EN 301 549 "Accessibility requirements for ICT products and services" standard is already well established as the EU ICT accessibility standard for use both in public procurement and in the assessment of websites and mobile applications under the Web Accessibility Directive. The task of STF614 is to update the harmonized standards document so that manufacturers, service providers, and regulatory authorities, can use it to demonstrate compliance with the European Accessibility Act (EAA).

To update this section, please log in with your ETSI EOL account.



NFV API Conformance test specification

Ref. Body: ISG NFV - Project No: T015

From 2021-04-29 to 2022-08-01



[Open](#)

What we do



Click on the **pen icon**.

Once in edit mode, the user has the possibility to

- write text with different colors,
- strike through,
- highlight text,
- add a link,
- upload a picture for the project
- and embed a video link.

Note: If a table is needed, we recommend taking a screenshot and uploading it as a picture.

After the changes are done, click on the [Save changes](#) button.

[Save changes](#)





5.3 Why we do it

This is the rationale for the project.

[← Back](#)

Description

Who we are

What we do

Why we do it

How we do it

Terms of Reference

Deliverables

Milestones

Useful links



EN-Rev
Ref. Body: HF - Project No: 614
From 2023-07-01 to 2025-04-30
[Open](#)

Why we do it

The requirements in EN 301 549 already apply to a wide range of ICT products and services, but some changes and additions will be needed to ensure that it covers the very wide range of products and services specifically mentioned in the EAA. STF614 will be responsible for initiating, assessing, and then implementing proposals for changes that will be needed to EN 301 549.

As seen above, the user can modify this section. Make sure you are logged in with you ETSI EOL account.

Make the changes as needed using the  and click on [Save changes](#) button.

Why we do it



B I U  Normal    x_2 x^2       

5.4 How we do it

This section outlays the organization of the project, the tasks, etc.

[← Back](#)

Description

Who we are

What we do

Why we do it


How we do it

Terms of Reference

Deliverables

Milestones

Useful links



EN-Rev
Ref. Body: HF - Project No: 614
From 2023-07-01 to 2025-04-30
[Open](#)

How we do it

EN 301 549 is being produced by an ETSI STF, but the standard is to be jointly published by ETSI, CEN, and CENELEC. The ETSI Human Factors committee oversees the work of STF614, but a CEN/CENELEC/ETSI eAccessibility Joint Technical Body has a role in commenting on and agreeing with changes made to EN 301 549.

This evolution of EN 301 549 will benefit from the use of an [EN 301 549 GitLab project](#) that will collect proposals for changes and additions to be made to EN 301 549. In addition to aligning with the needs of the European Accessibility Act, there will be updates to reflect updated W3C recommendations, requests from other stakeholders, and general editorial improvements that have been identified by current users of EN 301 549, members of STF614, members of the JTB, and other experts. All of these changes will be:

- processed throughout the duration of the STF;
- discussed within STF614;
- processed within GitLab as agreed changes to be made to the EN 301 549 draft.

As seen above, the user can modify this section. Make sure you are logged in with you ETSI EOL account.



Make the changes as needed using the



and click on

Save changes

5.5 Terms of Reference

The reader can scroll through the ToR. This section is **filled out automatically**.

← Back

Description

Who we are

What we do

Why we do it


How we do it

Terms of Reference

Deliverables


Milestones

Useful links



EN-Rev
Ref. Body: HF - Project No: 614
From 2023-07-01 to 2025-04-30
[Open](#)

Terms of Reference



There is the possibility to download a copy or print in PDF after scrolling through the document.

Company/Organization will handle,

- Explain the scope that your Company/Organization will cover,
- Explain your approach to the management of the quality and,
- Explain your approach to the management of the risks and their mitigation,
- Describe and justify the proposed costs to achieve this project objectives.

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PAGE 36 OF 36

5.6 Deliverables

It contains a list of the output deliverables of the project. This section is **automatically filled in**.

← Back

Description

Who we are

What we do

Why we do it


How we do it

Terms of Reference

Deliverables

Milestones

Useful links



EN-Rev
Ref. Body: HF - Project No: 614
From 2023-07-01 to 2025-04-30
[Open](#)

Deliverables


Reference ↑↓	Version ↑↓	Status ↑↓
REN/HF-00301561 (EN 301 549)		Start of work (2023-07-01)

5.7 Milestones

The milestones of the projects are separated. It opens to the next milestone to achieve, or the last milestone if the project is close to an end. This section is **filled out automatically**.

[← Back](#)

- Description
- Who we are
- What we do
- Why we do it
- How we do it
- Terms of Reference
- Deliverables
- Milestones
- Useful links



EN-Rev

Ref. Body: HF - Project No: 614

From 2023-07-01 to 2025-04-30

[Open](#)

Milestones

> Milestone A : A1
> Milestone B : A2
▼ Milestone C

Cut-off date: 2023-10-31


Note: By default, the current milestone's details are shown.

5.8 Useful links

This contains any links to information that may be deemed useful by the project (i.e. a link to a conference, white paper, etc.)

[← Back](#)

- Description
- Who we are
- What we do
- Why we do it
- How we do it
- Terms of Reference
- Deliverables
- Milestones
- Useful links



EN-Rev

Ref. Body: HF - Project No: 614

From 2023-07-01 to 2025-04-30

[Open](#)

Useful Links

Description ↑↓	Link ↑↓
https://www.etsi.org/deliver/etsi_en/301500_301599/301549/03.02.01_60/en_301549v030201p.pdf	https://www.etsi.org/deliver/etsi_en/301500_301599/301549/03.02.01_60/en_301549v030201p.pdf
The European Accessibility Act (Directive (EU) 2019/882)	https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=celex%3A32019L0882
The Web Accessibility Directive (Directive (EU) 2016/2102)	https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A32016L2102

As seen above, the user can modify this section. Make sure you are logged in with you ETSI EOL account.

Click on the **pen icon**.



NFV API Conformance test specification

Ref. Body: ISG NFV - Project No: T015

From 2021-04-29 to 2022-08-01




Open

Useful Links



Enter an URL and description of that link.

Useful Links

Save changes 

Link


Description

https://iot-conference.org

IOT conference



After the changes have been done, click on the

Save changes 

button.



If you have any questions, feel free to contact us at STFLink@etsi.org