



**Platform for  
Innovation of Procurement and  
Procurement of Innovation**

D4.3- Instruction/Manual on Platform Use and Services

**PiPPi**

**GA No: 826157**

**Date: November 30, 2021**

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## List of Abbreviations

CoP	Community of Practice
EU	European Union
EUHA	European University Hospital Alliance
PCP	Pre-Commercial Procurement
PPI	Public Procurement of Innovation
SH	Stakeholder
UN	Unified Nation
WP	Work Package

## Glossary

This glossary contains standardized terminology concerning PiPPi Platform and provides simple explanations. Thus, you can fully understand the contents of the Platform.

**Best practices:** Methods and tools that produce superior results.

**Challenge:** A challenge in the PiPPi CoP means new and complex problem that requires great effort and determination to be resolved. If a challenge is defined as without any solution yet on the market, we can also call it an Unmet Need.

**Community of Practice (CoP):** Stands for the groups of people who value the same topics, collaborate to learn and build up on each other's knowledge (Koeglreiter & Torlina, 2011).

**Guideline:** A piece of information intended to advise PiPPi Platform users on what are CoP, PCP, PPI and how should they be performed.

**Idea:** The key insights and/or ongoing research related to a specific challenge. It could involve different kinds of data (e.g., quotes, photos, screenshots of websites or videos, statistics, articles, etc.), and enables users to identify the important and priority opportunity areas to be continued with a PCP/PPI to solve an unmet need after the CoP process. Idea can also be an existing technological product/service in the market, or a relevant project, possibly in a different setting than the linked unmet need. So, the product/service could be beneficial to a totally new application.

**Pre-Commercial Procurement (PCP):** An approach to public procurement of research and development (R&D) services. Pre-Commercial Procurement (PCP) assists the industry with the demand side to create innovative solutions for the public sector (*Pre-Commercial Procurement | Shaping Europe's Digital Future*, n.d.).

**Procurement of Innovation:** An approach to enable the rapid development of public services, by creating new market opportunities for companies in Europe (The European Commission, 2017).

**PiPPi Platform:** The web application that makes the functionalities of PIPPI accessible to the PIPPI user-base through a web browser.

**Public Procurement of Innovative Solutions (PPI):** Public Procurement of Innovative solutions (PPI) supports the wide diffusion of innovative solutions on the market with the quality and price needed for mass-market deployment. This allows the public sector to improve public services with better value for money (*Public Procurement of Innovative Solutions | Shaping Europe's Digital Future*).

**Topic:** The broad subject of a discussion in which different challenges and ideas are gathered.

**Unmet Need:** An unfulfilled necessity that impedes the optimal functioning of healthcare delivery that the stakeholders are facing, which lacks a solution on the market and may require innovative solutions.

## Introduction

The PiPPi – Platform for Innovation of Procurement and Procurement of Innovation is a web-based tool for enabling the PiPPi Community of Practice (CoP).

Although the Platform is designed as User-friendly as possible, it requires knowing specific terms and functionality routes. Therefore, this User's Manual presents an overview of the Platform features and gives step-by-step instructions for performing various tasks. Users are advised to read the manual completely to be able to use the software efficiently.

Please note that the User Manual describes the features of the time it was written. The platform is still in development and will be iterated over time based on user feedback and the evolution of the business model.

## 1. Stakeholder Categories

PiPPi CoP embraces different Stakeholder categories – organizations as well as individuals - including patients and patient associations, healthcare providers, industry experts, suppliers and developers, academia and researchers, payers, and policymakers. However, to meet the needs of each of these Stakeholders, and to give them the correct functionality via the Platform at the right time in the CoP process, Stakeholder Categories and its Subcategories are differentiated in the PiPPi CoP and in the PiPPi Platform. Stakeholder Categories and Subcategories are determined during the registration, and functionality accesses are given on the Platform accordingly.

Mentioned Stakeholder Categories are detailed below:

**Healthcare providers (procurers):** It includes all healthcare providers that provide healthcare services to citizens/patients.

**Citizens and patient associations:** It includes all citizens that can potentially receive medical treatment and their relatives.

**Payers:** it includes the entities that pay or administer the payment of healthcare in the different countries and regions.

**Policymakers:** Institutions and professionals that are responsible for creating new healthcare policies and recommendations at the local, regional, national, or pan-European level.

**Industry:** Professionals and companies including start-up, small, medium, and large companies involved in technology development.

**Research and innovation community:** it includes all types of institutions involved in basic, translational, and applied research. It is an important cluster that includes basic and translational research, technological development, and procurement expertise. It includes researchers, administration, and innovation professionals.

**Enablers:** A diverse cluster that includes several institutions or companies present in the healthcare ecosystem and important in procurement processes, e.g. agencies, consulting firms.

## 2. Structure/Services of PiPPi Platform

The PiPPi Platform is where the Challenges, Ideas, Projects, etc. will be raised, viewed, identified, discussed, worked on, and potentially taken through to the start of procurement. Here, users can also register to the system, they can request support or send feedback on the website, review the topics, search for users and access their contact information. Finally, they can set notifications and edit their profiles.

The PiPPi Platform consists of two interconnected parts: PiPPi Web and PiPPi Share & Innovate. The *PiPPi Web* is a website, where all the needed information regarding the PiPPi project and its CoP, as well as the related activities, are described. The *Share and Innovate* part of the Platform, instead, allows users to share and describe challenges of healthcare, co-create around them through private and public forums of users and match them with related ideas, opportunities, and best practices.

The following sections will describe the structure and the usage of these two elements.

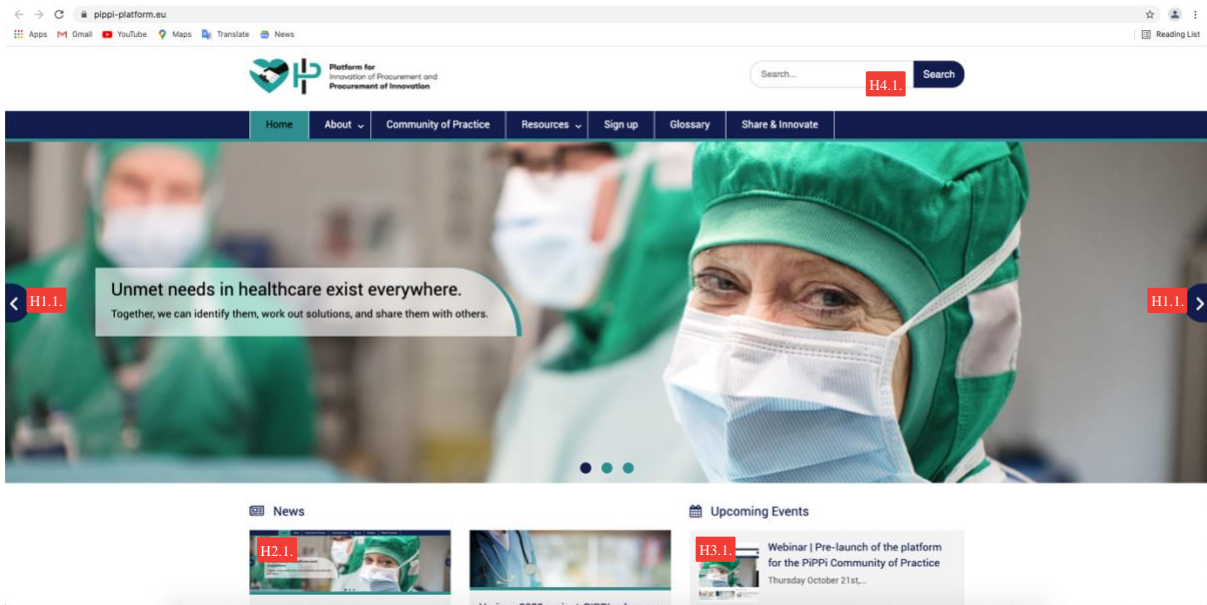
### 2.1. PiPPi Web

PiPPi Web is the presentation showcase of the PiPPi Platform, and so far, it contains: (i) the introduction of PiPPi's mission, vision, and principles, (ii) the description of PiPPi CoP, (iii) PiPPi CoP related news and meaningful quotes from its members, (iv) key resources and outcomes of the project like videos, documents, old and upcoming PiPPi webinars and (v) a direct connection to the Share and Innovate part.

**W1.** To begin exploring the PiPPi Web, go to the address, <https://pippi-platform.eu/>, using any web browser.



## 1.1.1. Home



The home page provides news, upcoming events, description of PiPPi CoP, quotes from CoP members, recent posts, recent comments.

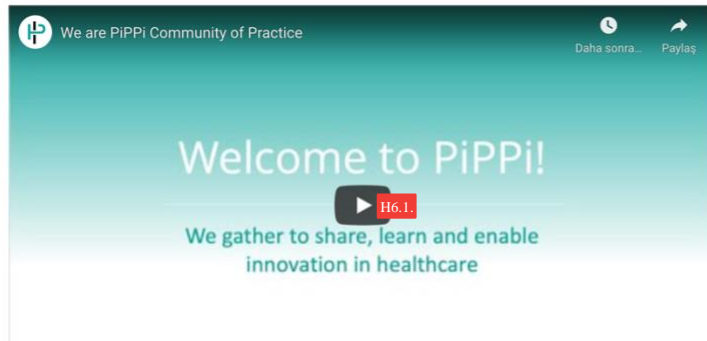
Looking at the elements reported in Fig XXX

- H1. **To change the sliders,**
  - 1. Click on the arrows to move forward or backward.
- H2. **To read the details of a news shown on the page,**
  - 1. Click on the specific news.
- H3. **To read the details of an upcoming event on the page,**
  - 1. Click on the specific event.
- H4. **To search for anything on PiPPi Web using keywords,**
  - 1. Type the keywords and press search.

## A European arena for joint innovation in healthcare

### PiPPi – Platform for Innovation of Procurement and Procurement of Innovation

Do you see challenges in your daily healthcare environment that would benefit from innovative digital health and care services? We do. Therefore, we have created a community of practice where we can work together. We share and collaborate around common unmet healthcare needs, and prepare for execution of the most innovative solutions through the most relevant procurement of innovation. This collaboration gives you a good foundation to push development, contributing with your expertise and experience. This community of practice was initiated by seven major European university hospital, a research institute and a public agency with the goal to enable including and open collaboration. We welcome all stakeholders in healthcare – patients, healthcare providers, industry and research representatives, payers and policy makers. [Read more H5.1.](#)



#### Recent Posts

- » Why healthcare providers need a community like this
- » Welcome to a new arena for joint innovation in healthcare – pre-launch of our collaborative platform
- » Webinar | Pre-launch of the platform for the PiPPi Community of Practice
- » Webinar 'Lasting effects of the Covid-19-crisis within innovation procurement in healthcare'
- » Horizon 2020 project, PiPPi, advances innovation procurement in health care through participation in expert workshop and international collaboration

#### Recent Comments

### H5. To view the full version of the PiPPi description,

1. Click on *Read More*.

### H6. To watch the PiPPi promotional video,

1. Click on the arrow at the top of the video.

#### Join the PiPPi Platform

Are you interested in joining our community of practice? We welcome everybody with an interest in identifying unmet needs, challenges and opportunities in healthcare, with a focus on preparing for innovation of digital health and care services. [Read more H7.1.](#)



"For any true transformational change of healthcare, patients must be listened to fully as equal stakeholders." Jenny Camaradou is one of the patient representatives contributing to the creation of the PiPPi Community of Practice.

[Read more H8.1.](#)



"As a university hospital, our role is to be a driver of innovation. Together with other relevant stakeholders we can pave the way for development of new solutions to meet current and future needs of our patients."

David Konrad has experience of joint innovation and procurement in his role as Managing Director of Perioperative Medicine and Intensive Care at Karolinska University Hospital, Sweden. He presents his view on the benefits and obstacles in a video from the pre-launch of the PiPPi Community of Practice.

[See video](#)

### H7. To read all the details of Join the PiPPi Platform,

1. Click on *Read More*.

### H8. To read full interviews with CoP members,

1. Click on *Read More*.



Platform for  
Innovation of Procurement and  
Procurement of Innovation



European  
Commission

Horizon 2020  
European Union funding  
for Research & Innovation

## 2.1.2. About

The screenshot shows the 'About' page of the PiPPi Platform. The navigation menu at the top includes 'Home', 'About', 'Community of Practice', 'Resources', 'Sign up', 'Glossary', and 'Share & Innovate'. The 'About' dropdown menu is open, showing 'Mission statement', 'PiPPi values', 'PiPPi code of conduct', and 'HoPInN(s)'. Red callout boxes A1.1 through A5.2 are placed over the menu items and the corresponding content on the page. The main content area features a header 'A collaborative platform for joint innovation in healthcare', a paragraph describing the platform's mission, and a 'Join the PiPPi Community of Practice' button. A 'Recent Posts' sidebar is visible on the right.

The about page describes what is the PiPPi CoP, their mission statement, values, principles and relation to the HoPInN(s) project.

- A1. **To learn more about PiPPi:**
  1. Click on *About* in the menu at the top of the page.
- A2. **To read the PiPPi Mission Statement,** follow these steps:
  1. Hover the cursor over the *About* tab in the Menu without clicking.
  2. Hover the cursor over *Mission Statement*, click on it.
- A3. **To read the PiPPi Values,** follow these steps:
  1. Hover the cursor over the *About* tab in the Menu without clicking.
  2. Hover the cursor over *PiPPi Values*, click on it.
- A4. **To learn about the PiPPi Code of Conduct,** follow these steps:
  1. Hover the cursor over the *About* tab in the Menu without clicking.
  2. Hover the cursor over *Code of Conduct*, click on it.
- A5. **To learn about the HoPInN(s) Project,** follow these steps:
  1. Hover the cursor over the *About* tab in the Menu without clicking.
  2. Hover the cursor over *HoPInN(s)*, click on it.

## 2.1.3. Community of Practice

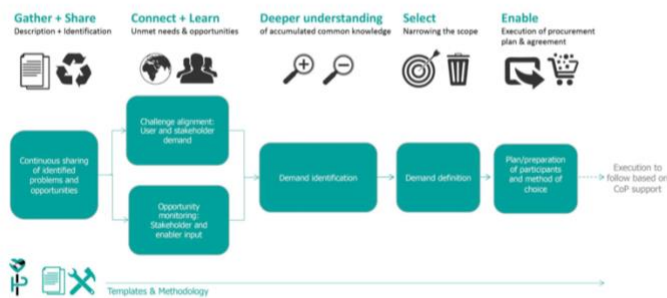
The screenshot shows the PIPPI Platform website. At the top, there is a navigation bar with 'Home', 'About', 'Community of Practice', 'Resources', 'Sign up', 'Glossary', and 'Share & Innovate'. A search bar is located on the right. The main content area is titled 'Community of Practice' and includes a photo of a group of people in a meeting. Below the photo, there is a heading 'We gather to share, learn and enable innovation in healthcare' and a paragraph describing the community's mission. To the right, there are sections for 'Recent Posts' and 'Recent Comments'.

**C1.** To learn about the process of the PiPPi Community of Practice, we would encourage you to register and be a member and participant in the Community (please see 2.2.1 for instructions on how to register). As a member of the Community, you will be able to view and interact with Challenges and Ideas and to raise your Challenges and Ideas, and be a fully active participant in the PiPPi world.

1. Click on *CoP* in the menu at the top of the page.

The main process for the PiPPi Community of Practice

Activities step by step



Take a look at the Unmet Need Journey **C2.2.**

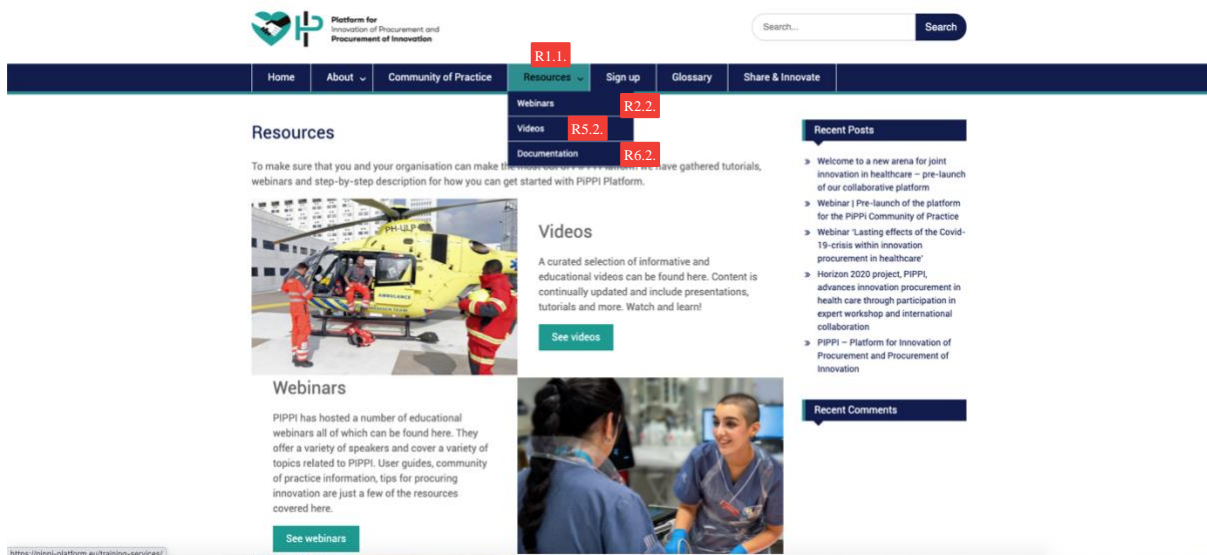
**C2.** To learn about the The PiPPi Unmet Need Journey, follow these steps:

1. Click on *CoP* in the menu at the top of the page.
2. Scroll down to the bottom of the page and click on *Take a look at the Unmet Need Journey* button.

**C3. To learn about the activities and outcomes involved in each step of the Unmet Need Journey, follow these steps:**

1. Click on *CoP* in the menu at the top of the page.
2. Scroll down to the bottom of the page and click on *Take a look at the Unmet Need Journey* button.
3. Scroll down to the bottom of the page and click on *Let's take a tour through the unmet journey* button.
4. After reading step one, click on *Go to step 2 of the PiPPi Unmet Need Journey* button to learn about step 2 at the bottom of the page and repeat this until you get to step 6 of the unmet journey.

#### 2.1.4. Resources



PiPPi is a very active Community that delivers and contributes to a wide range of events. Details of which can be found in the Resources section, with information on upcoming Webinars, recordings of past Webinars and videos from members of the Community, and wider afield, presenting and discussing the ideas and benefits of PiPPi.

**R1. To learn about resources and varieties available:**

1. Click on *Resources* in the menu at the top of the page.

**R2. To learn about webinars:**

1. Hover the cursor over the *Resources* tab in the Menu without clicking.
2. Hover the cursor over *Webinars*, click on it.

Or

1. Click on *Resources* in the menu at the top of the page.
2. Click on the *See webinars* button on the Resources page.

**R3. To watch previous webinars,**

1. Hover the cursor over the *Resources* tab in the Menu without clicking.
2. Hover the cursor over *Webinars*, click on it.
3. Click on the video you want to watch.

**R4. To register for upcoming webinars,**

1. Hover the cursor over the *Resources* tab in the Menu without clicking.
2. Hover the cursor over *Webinars*, click on it.
3. Click on the *Upcoming Webinars* button.
4. Click on the *Register* button of the webinar you are interested in.

**R5. To watch videos of PiPPi from which you can learn about PiPPi, get to know CoP members through testimonials:**

1. Hover the cursor over the *Resources* tab in the Menu without clicking.
2. Hover the cursor over *Videos*, click on it.

Or

1. Click on *Resources* in the menu at the top of the page.
2. Click on the *See Videos* button on the Resources page.

**R6. To look into the documents related to the PiPPi CoP,**

1. Hover the cursor over the *Resources* tab in the Menu without clicking.
2. Hover the cursor over *Documents*, click on it.

Or

1. Click on *Resources* in the menu at the top of the page.
2. Click on the *See Documents* button on the Resources page.

## 2.1.5. Sign up



Platform for  
Innovation of Procurement and  
Procurement of Innovation

Search...

Home About Community of Practice Resources **Sign up** Glossary Share & Innovate

**SU1.1.**

Sign up

We invite you to be part of this collaboration – for the sake of patients, healthcare providers, industry and our society.  
The PIPi Community of Practice

Sign up

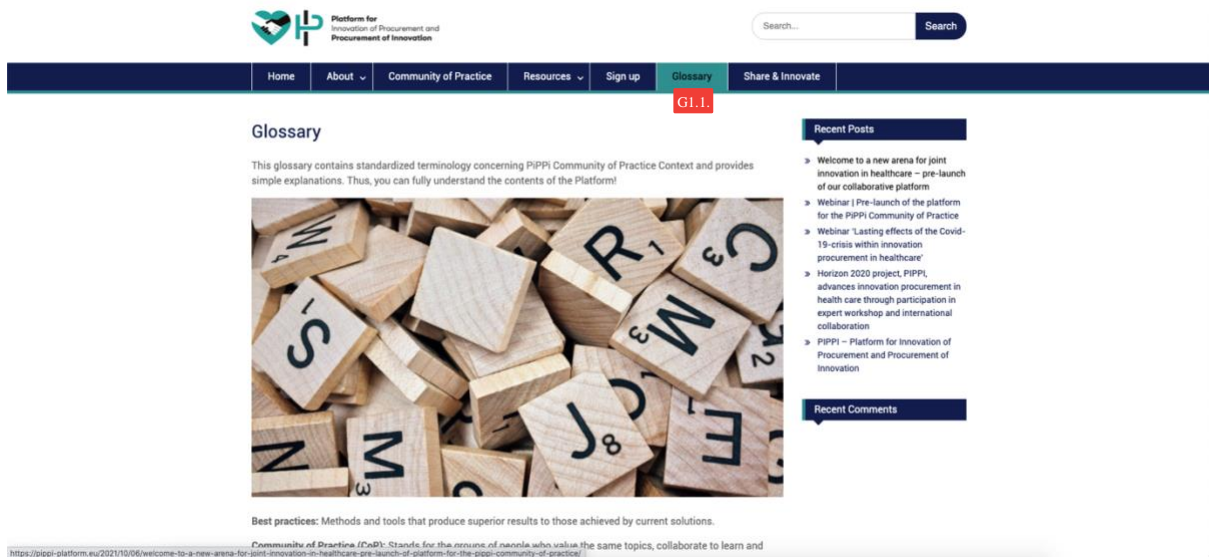
Welcome to address your healthcare challenges with us

The PIPi Community of Practice invites all relevant stakeholders of healthcare to participate – organisations as well as individuals, including patients and patient associations, healthcare providers, industry experts, suppliers and developers, academia and researchers, payers and policymakers. By bringing a wide range of experts together, we can join forces to improve healthcare by innovation.

**SU1.** To learn about why and how to register easily to PiPPi CoP, as well as the available Stakeholder Categories:

1. Click on *Sign Up* in the menu at the top of the page.

## 2.1.6. Glossary




**Platform for Innovation of Procurement and Procurement of Innovation**

Search...

Home About Community of Practice Resources Sign up **Glossary** Share & Innovate

### Glossary

This glossary contains standardized terminology concerning PIPPI Community of Practice Context and provides simple explanations. Thus, you can fully understand the contents of the Platform!



**Best practices:** Methods and tools that produce superior results to those achieved by current solutions.

**Community of Practice (CoP):** Stands for the group of people who value the same topics, collaborate to learn and

<https://pippi-platform.eu/2021/10/06/welcome-to-a-new-arena-for-joint-innovation-in-healthcare-pre-launch-of-platform-for-the-pippi-community-of-practice/>

**Recent Posts**

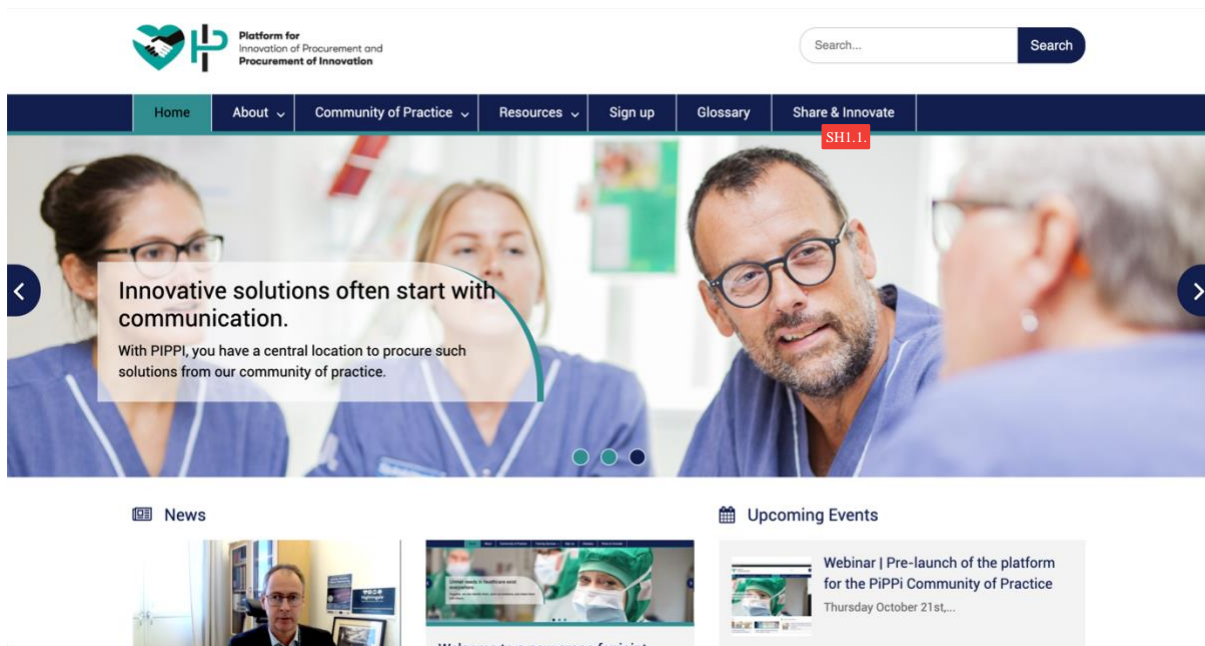
- » Welcome to a new arena for joint innovation in healthcare – pre-launch of our collaborative platform
- » Webinar | Pre-launch of the platform for the PIPPI Community of Practice
- » Webinar 'Lasting effects of the Covid-19-crisis within innovation procurement in healthcare'
- » Horizon 2020 project, PIPPI, advances innovation procurement in health care through participation in expert workshop and international collaboration
- » PIPPI – Platform for Innovation of Procurement and Procurement of Innovation

**Recent Comments**

- G1.** To learn about the unfamiliar terms used in the PIPPI CoP contents:
1. Click on *Glossary* in the menu at the top of the page.



## 2.1.7. Share & Innovate



**SI1.** To be transferred to **Share & Innovate** part where you can interact, view topics and challenges:

1. Click on *Share & Innovate* in the menu at the top of the page.

## 2.2. Share & Innovate

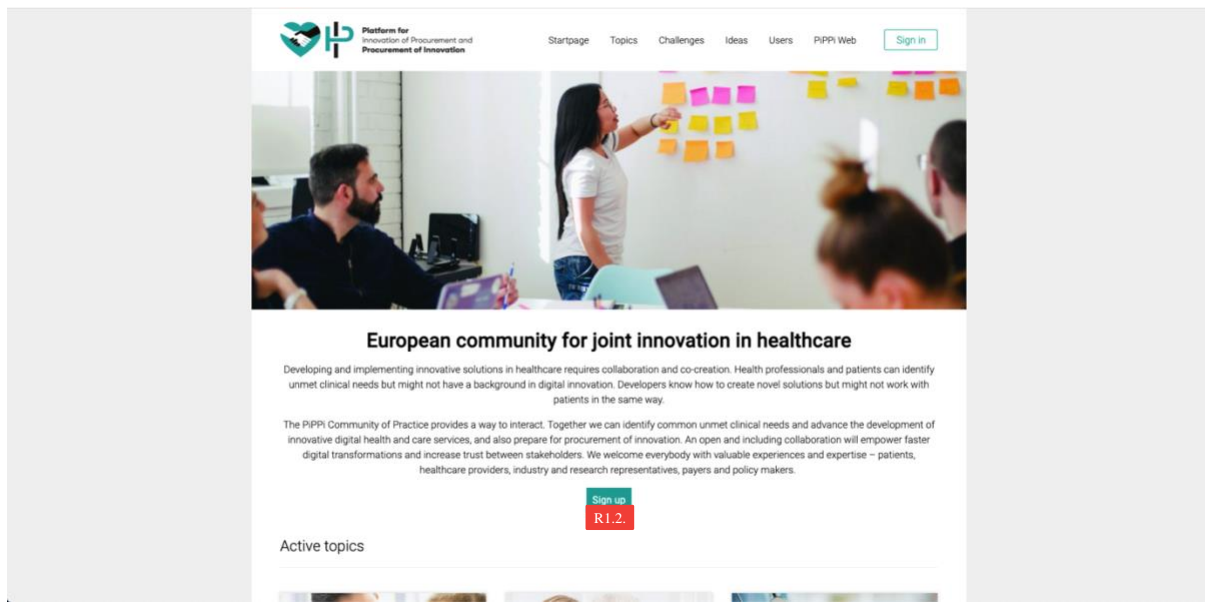
PiPPi Share & Innovate part is reached, from the PiPPi Web, via the *Share & Innovate* button (Direct access to the PiPPi Share & Innovate is via this link: <https://wideideas.online/pippi/>). As mentioned, this part provides the main functions for the Community of Practice (CoP) and the Challenges and Ideas that they are here to present, discuss and develop into projects for the potential future development and procurement of solutions. Registering with the PiPPi CoP allows users to access the existing Challenges and Ideas, publish their own, and generally interact with the Community by posting comments or contacting members directly. From the PiPPi Share & Innovate start page, you can access the Challenges and Ideas that have been posted. This can either be done via Topics which groups the Challenges in categories for easier identification, or directly through the *Challenges* button where you can search for specific Challenges.

Ideas can also be reached via Topics or directly through the Ideas button. Again you can search for specific Ideas.

**SI2.** Besides being transferred from the PiPPi Web menu, another way to begin exploring the PiPPi Share and Innovate:

1. Go to the address, <https://wideideas.online/pippi/> , using any web browser.

### 2.2.1. Registration



#### Sign up



We invite you to be part of this collaboration – for the sake of patients, healthcare providers, industry and our society.

The PiPPi Community of Practice

Sign up  
R1.2.

#### Welcome to address your healthcare challenges with us

The PiPPi Community of Practice invites all relevant stakeholders of healthcare to participate – organisations as well as individuals, including patients and patient associations, healthcare providers, industry experts, suppliers and developers, academia and researchers, payers and policymakers. By bringing a wide range of experts together, we can join forces to improve healthcare by innovation.

PIPPi provides an open innovation environment, a multi-professional community of practice, for all actors who are interested in solving the challenges of healthcare. In short, PiPPi offers an interactive network for trouble shooting across a variety of healthcare related needs.

**R1.** To sign up, follow these steps:

1. Go to *Share and Innovate* Start page or go to the Sign up page from PiPPi Web menu.
2. Click on *Sign up*.

**Sign up registration**

**Register new user**

**I represent:**

Healthcare provider R1.3.

Dermatology

Hospital

**Full name \***

Arno Chaussée

**E-mail \***

hegodl506@jasmne.com

**Phone number**

04.98.98.48.13

**LinkedIn profile**

**Workplace \***

Dermatology Department of the University Hospital of Rennes

**What is your role? \***

Professional

**What is your profession? \***

-- Select an option --

**Country \***

France

**NUT code \***

FR1

**Area description of NUT codes**

**Skills**

Good clinical diagnostic skills

**Specialization**

Immunodermatology

**What I can bring to PiPPi platform**

Share medical records, labs and pathology in accordance with privacy rules.


**Submit** R1.4.

**Recent Posts**

- » Why healthcare providers need a community like this
- » Welcome to a new arena for joint innovation in healthcare – pre-launch of our collaborative platform
- » Webinar | Pre-launch of the platform for the PiPPi Community of Practice
- » Webinar 'Lasting effects of the Covid-19-crisis within innovation procurement in healthcare'
- » Horizon 2020 project, PiPPi, advances innovation procurement in health care through participation in expert workshop and international collaboration

**Recent Comments**

3. Enter requested information of stakeholder category, email, phone number, LinkedIn profile, workplace, role, profession, country, nut code, skills, specialization, what can you bring to the platform.
4. Click on *Submit*.



**PiPPi**

Please provide the following details.

Email Address R1.8.

Send verification code R1.9.

New Password

Confirm New Password

Display Name

Given Name

Surname

Please provide the following details.

E-mail address verified. You can now continue.

hegodil506@jasmne.com

Change e-mail

\*\*\*\*\* R1.12.

\*\*\*\*\*

Arno

Arno

Chaussee

Create R1.14.

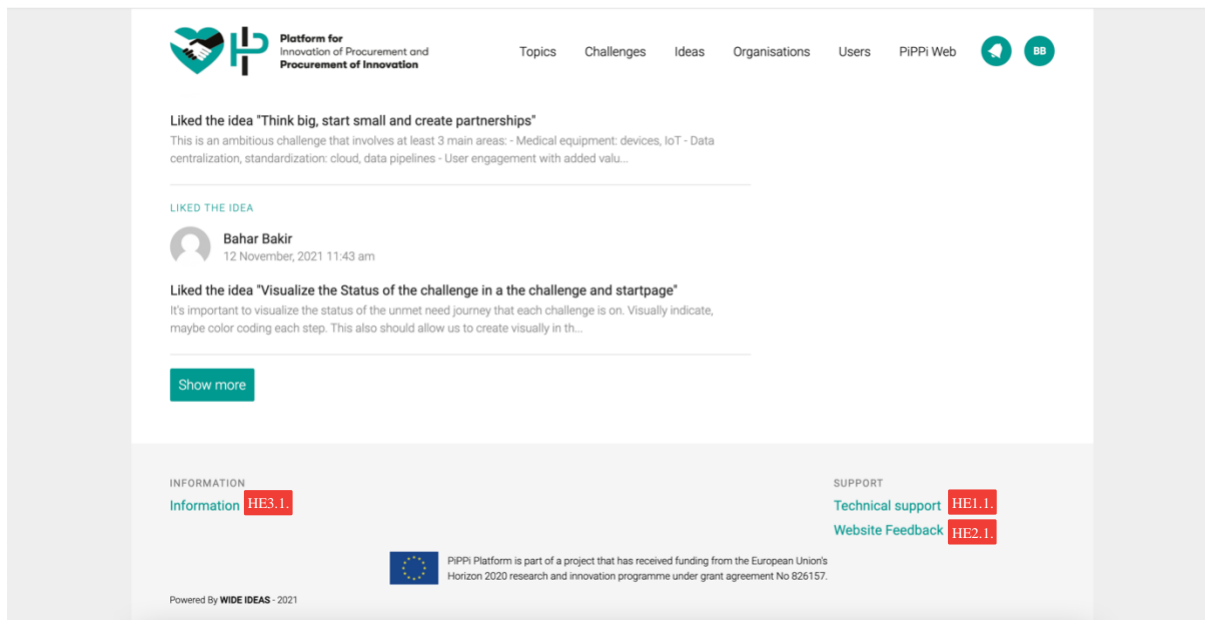
R1.13. I confirm that I have read and accept the [General Terms and Condition and the Privacy Terms](#).

I give my consent for the processing of my personal data for scientific research purposes as explained in the [Privacy Information Notice at Paragraph 4 lett. b\)](#).

5. Administrators will receive your request, review and accept/reject your registration.
6. When your registration request for [PiPPi](#) has been accepted, You will receive an email to complete your registration by verifying your email and add your personal information.
7. Click on the Registration continuation link inside the email.
8. Enter your email address.
9. Click on send verification code.

10. You will receive a verification code to your email.
11. Complete registration to PiPPi Platform by entering the code into the relevant box and click on verify code.
12. Answer the final questions into the relevant boxes.
13. Tick the boxes to confirm that you read and accept the General Terms, Condition, the Privacy Terms, as well as that you give consent for the processing of your personal data for scientific research purposes.
14. Click on *Create*.

### 2.2.2. Getting additional help



#### HE1. To receive technical support, follow these steps:

1. Click *Technical Support* at the bottom of the page.
2. A popup window will open enabling you to contact [technicalsupport@pippi-platform.eu](mailto:technicalsupport@pippi-platform.eu) .

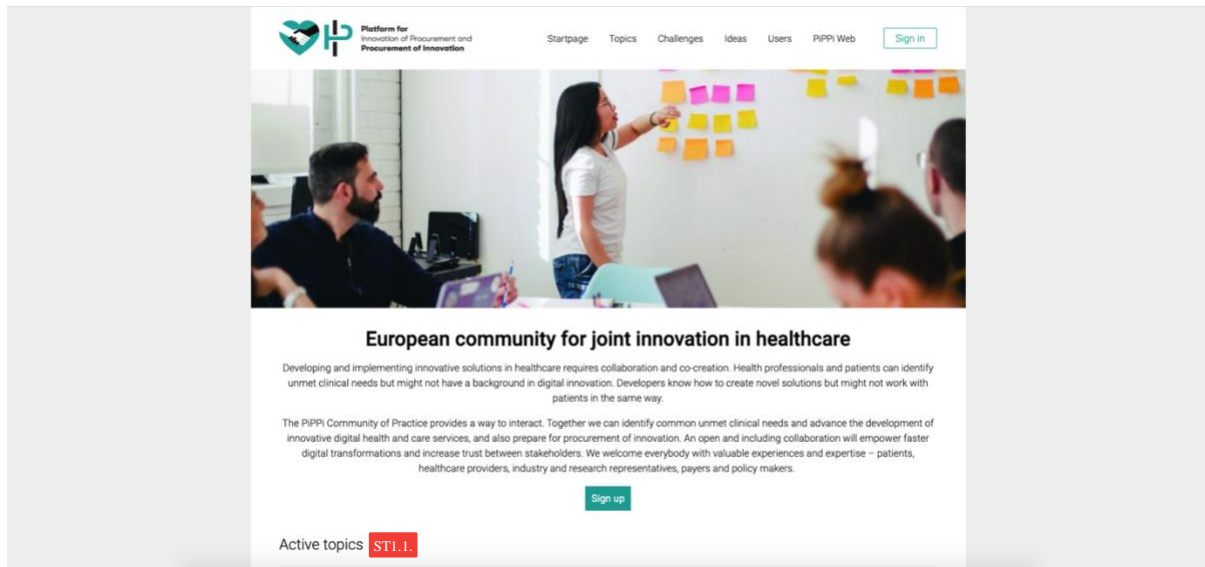
#### HE2. To report your feedback about the website, follow these steps:

1. Click *Website Feedback* at the bottom of the page.
2. A popup window will open enabling you to contact [info@pippi-platform.eu](mailto:info@pippi-platform.eu) .

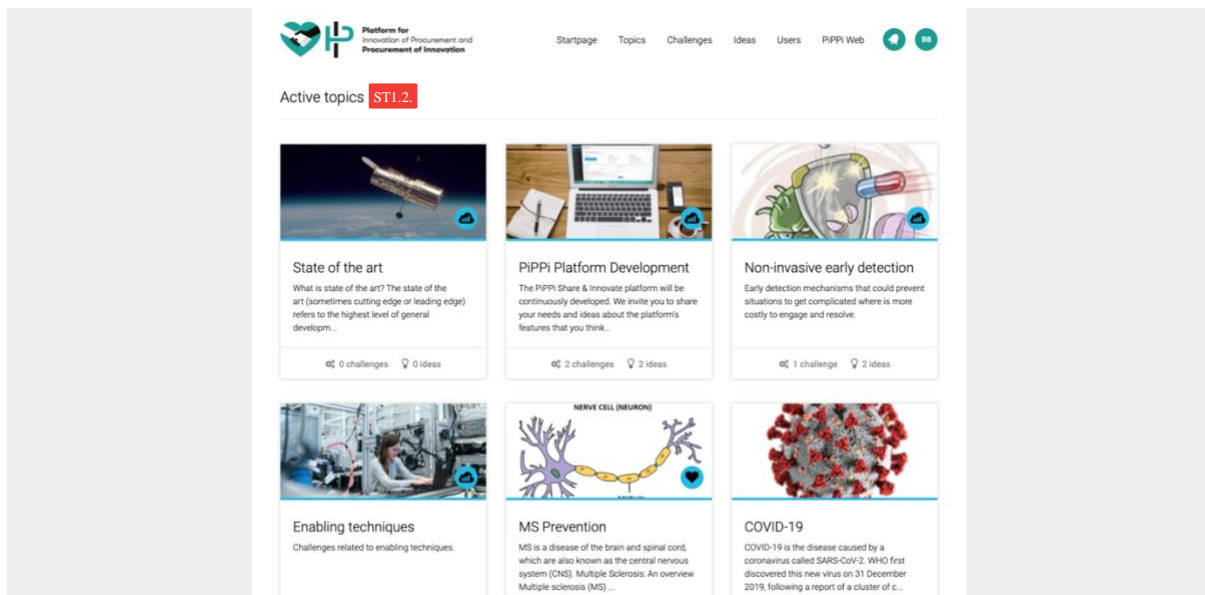
#### HE3. To learn more about the PiPPi Platform,

1. Click on the *Information* at the bottom left of the page.

## 2.2.3. Start page



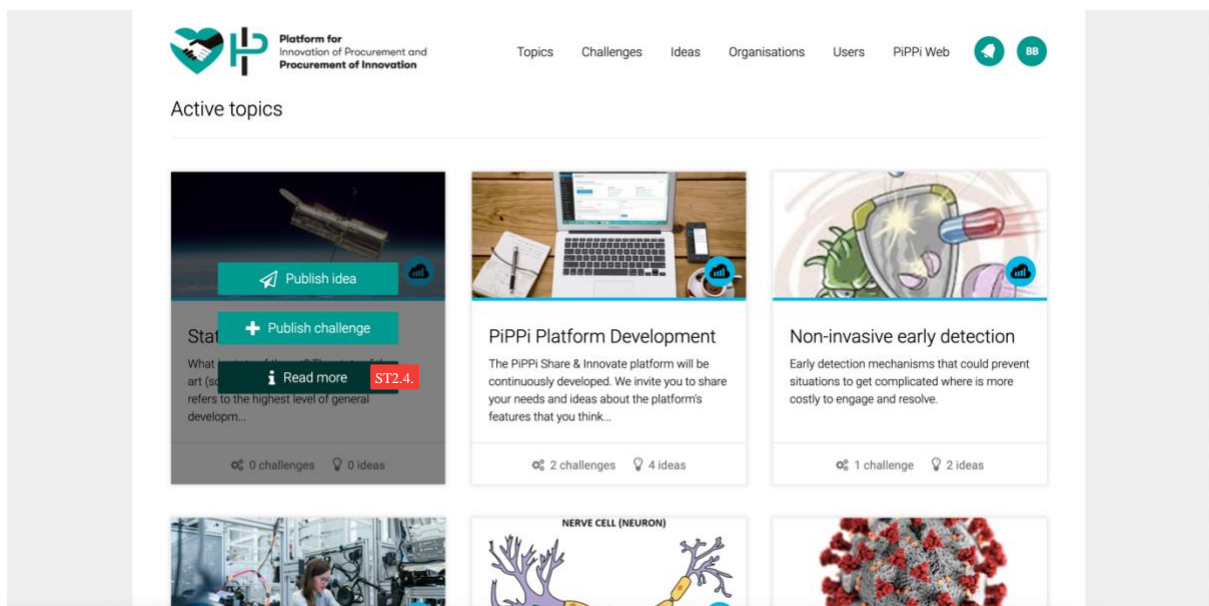
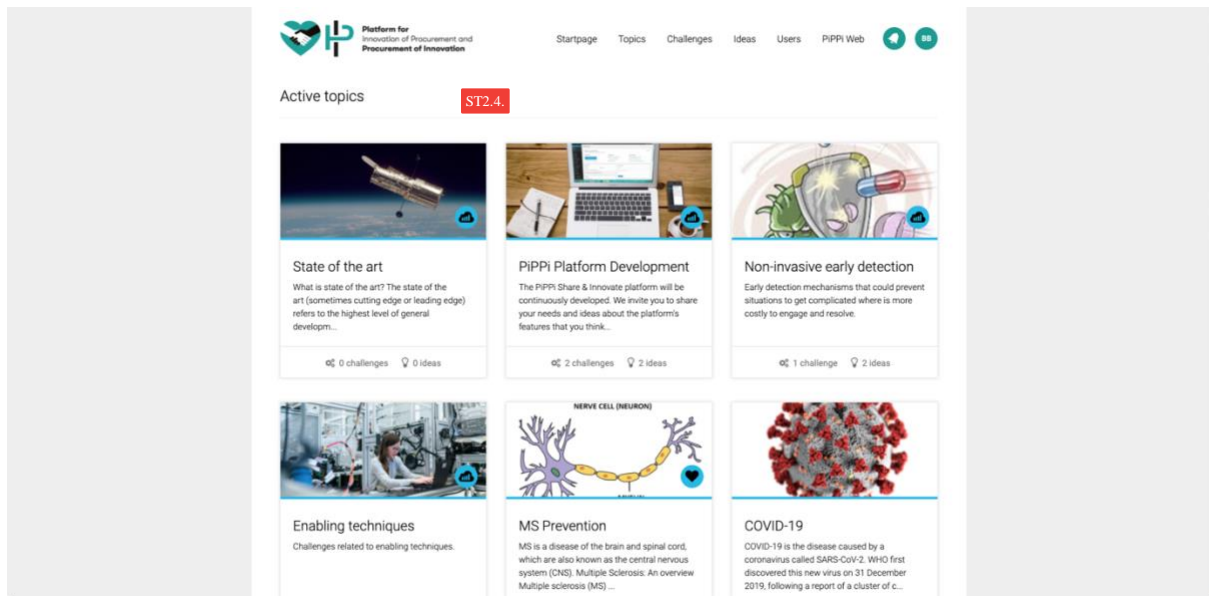
The screenshot shows the top section of the PIPPI website. At the top left is the PIPPI logo and the text "Platform for Innovation of Procurement and Procurement of Innovation". To the right is a navigation menu with links for "Startpage", "Topics", "Challenges", "Ideas", "Users", and "PIPI Web", along with a "Sign in" button. Below the navigation is a large image of a woman pointing at a whiteboard with sticky notes in a meeting. Underneath the image is the heading "European community for joint innovation in healthcare" followed by a paragraph of text and a "Sign up" button. At the bottom left of this section, it says "Active topics ST1.1."



This screenshot shows the "Active topics" section of the PIPPI website. It features a grid of six topic cards. Each card has a representative image, a title, a short description, and a small icon indicating the number of challenges and ideas. The topics are: "State of the art", "PIPI Platform Development", "Non-invasive early detection", "Enabling techniques", "MS Prevention", and "COVID-19".

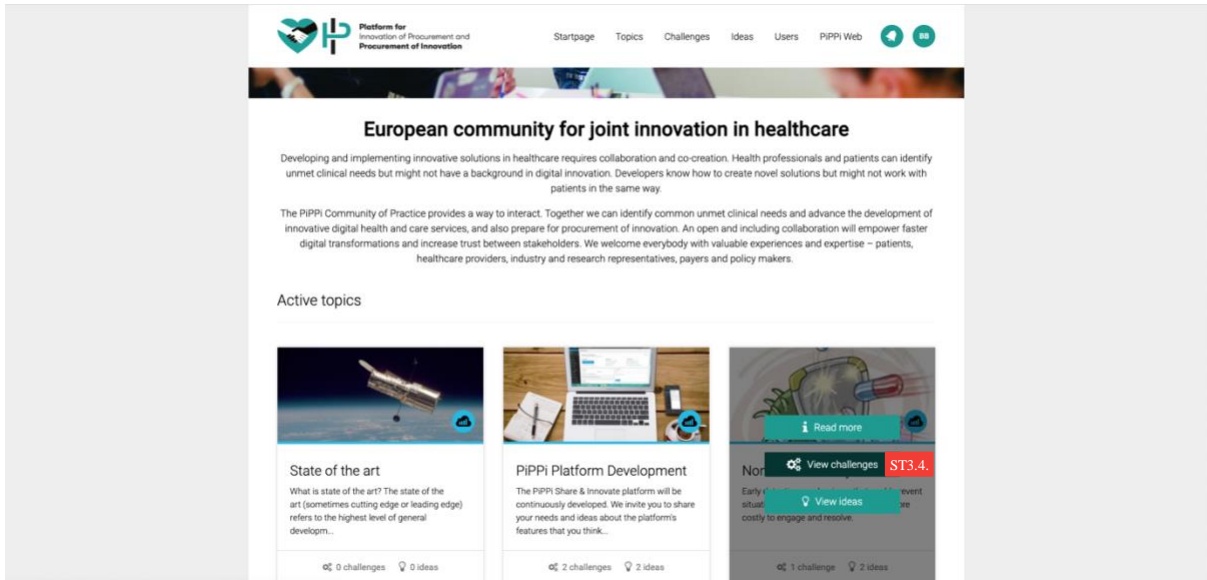
**ST1.** To see the active topics, follow these steps:

1. Scroll down the page.
2. See the active topics.



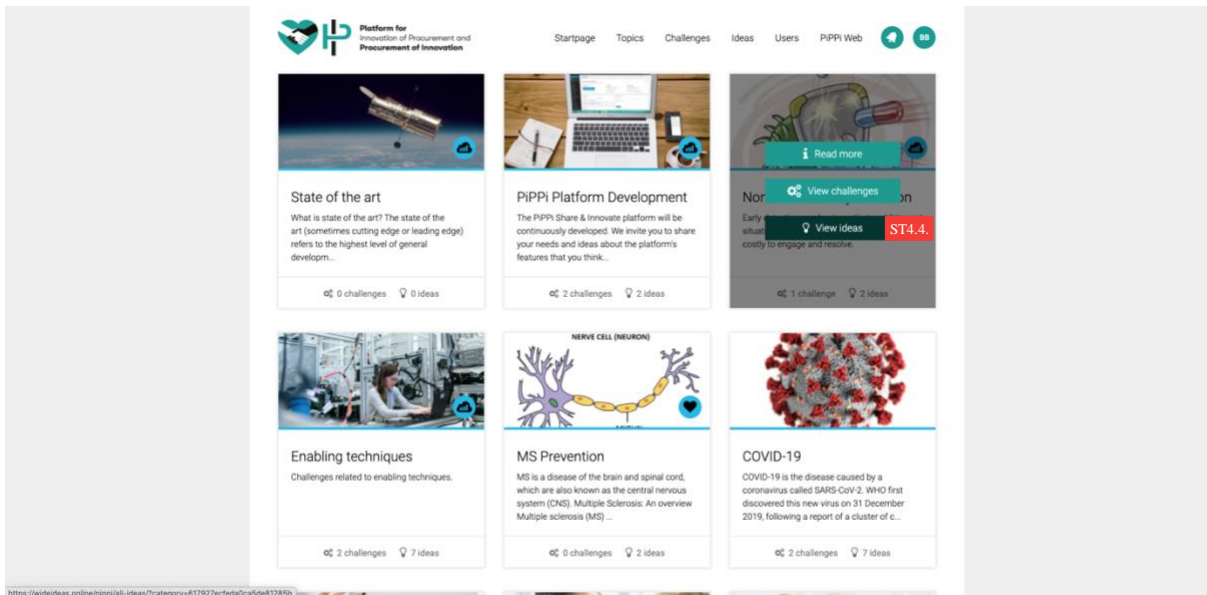
**ST2. To learn about a specific topic, follow these steps:**

1. Scroll down the page.
2. See the Active Topics and read their title, descriptions, and if any, published Challenges and Ideas inside the specific topic.
3. Hover over a selected Topic.
4. Click on *Read more* of a selected Topic.



**ST3. View the challenges of a topic, follow these steps:**

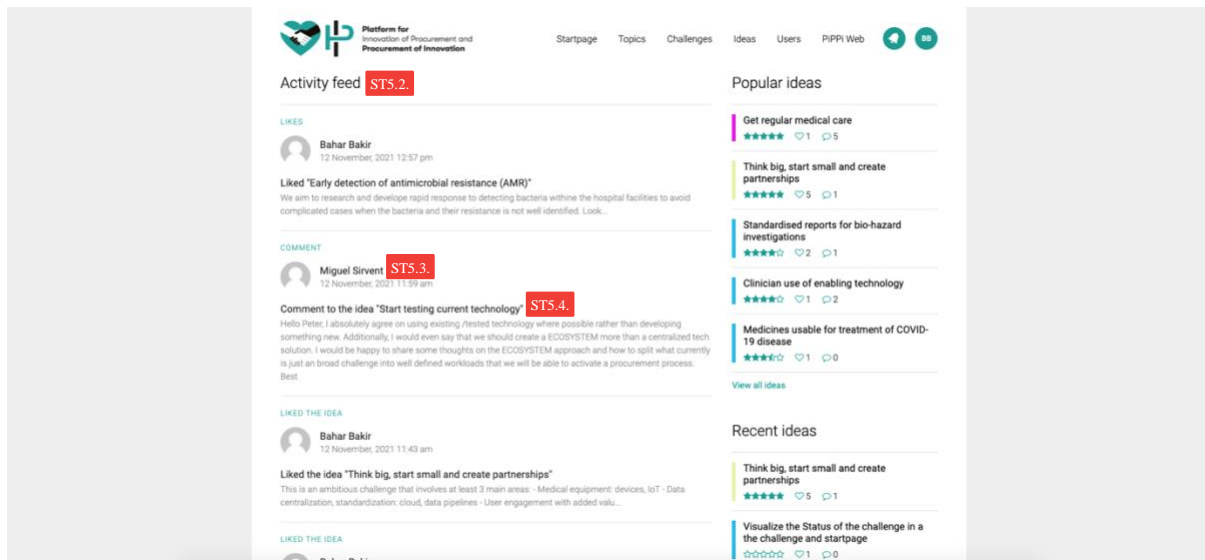
1. Scroll down the page.
2. See the Active Topics.
3. Hover over a selected Topic.
4. Click on the *Challenges* you can access.



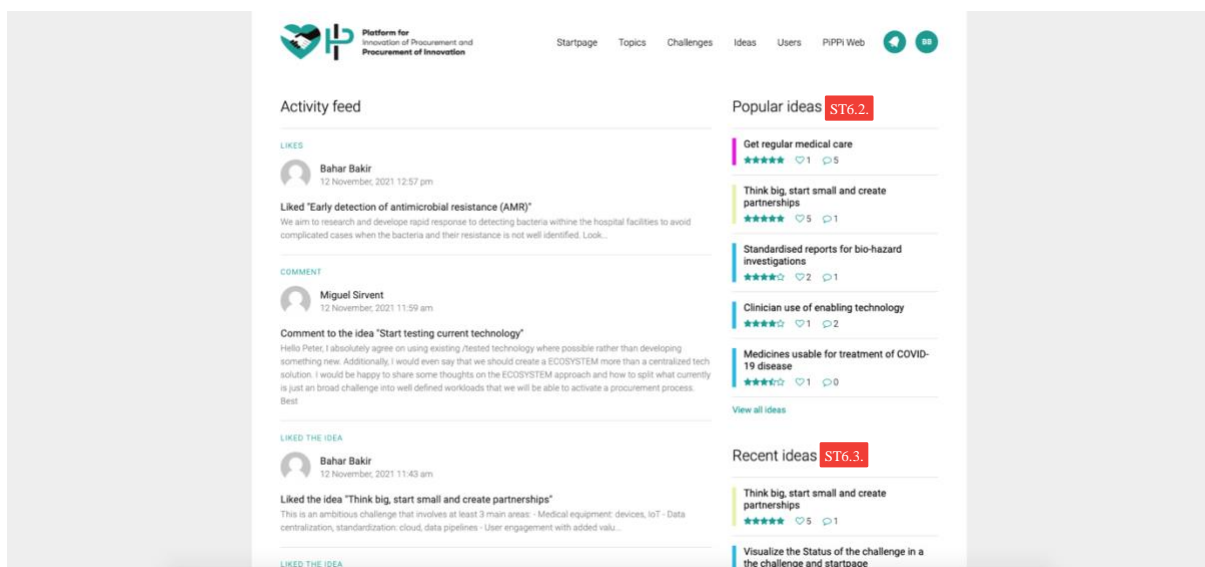
**ST4. View the ideas of a topic, follow these steps:**

1. Scroll down the page.
2. See the active Topics.
3. Hover over a selected Topic.
4. Click on the available *Ideas*.

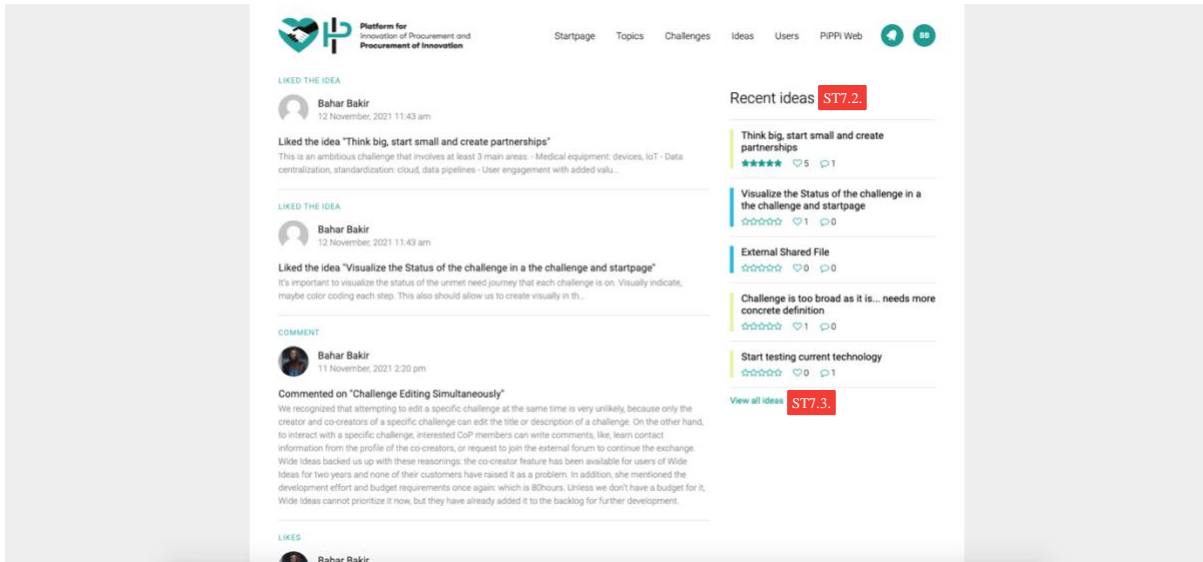




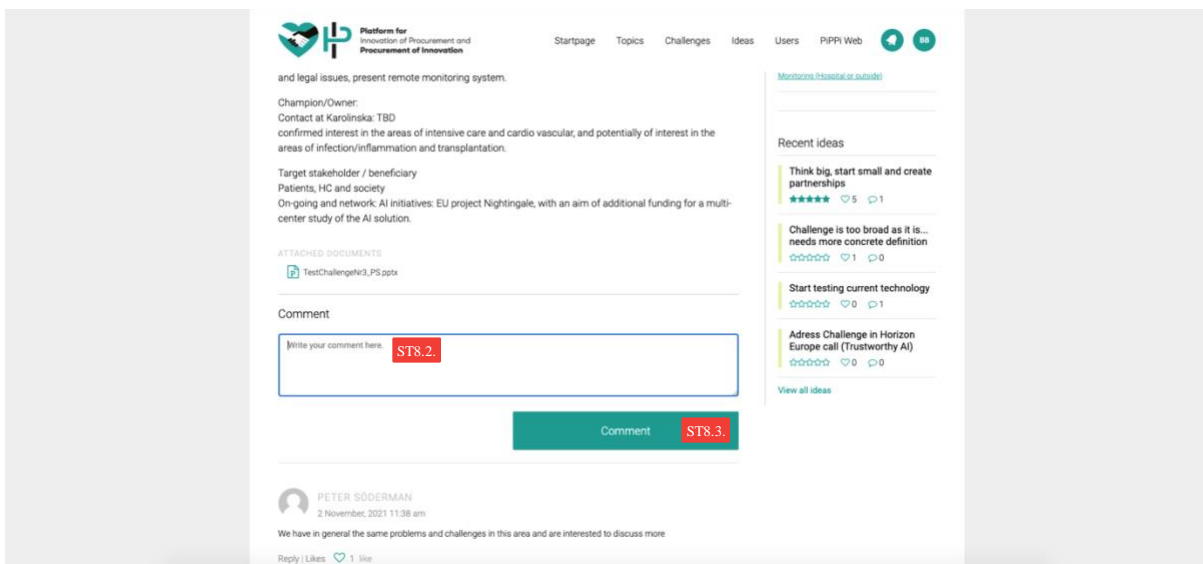
- ST5. To be informed about the latest activities on the Platform,**
1. Scroll to the bottom of the page,
  2. See the Activities.
  3. Optionally, click on the member who carried out the activity and check out the specific users' profile.
  4. Optionally, click on the title of the Activity and learn more



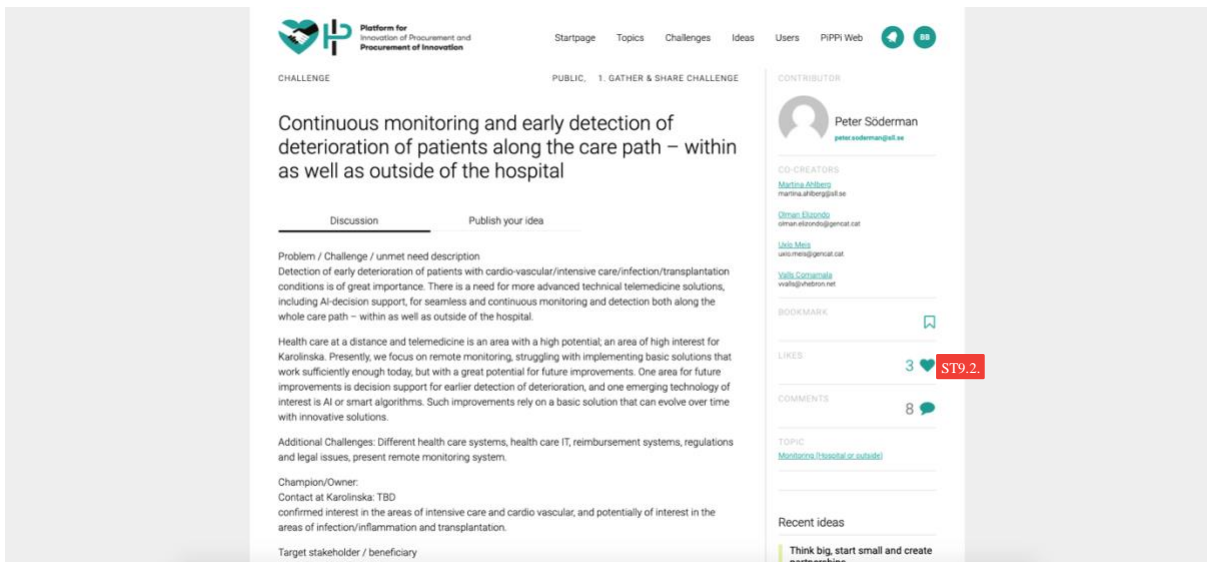
- ST6. To be informed about the popular ideas posted on the Platform,**
1. Scroll to the bottom of the page,
  2. On the right side see the Popular Ideas.
  3. Optionally click on *View all ideas*.



- ST7.** To be informed about the recent ideas posted on the Platform,
1. Scroll to the bottom of the page,
  2. On the right side see the Recent Ideas
  3. Optionally click on *View all Ideas*

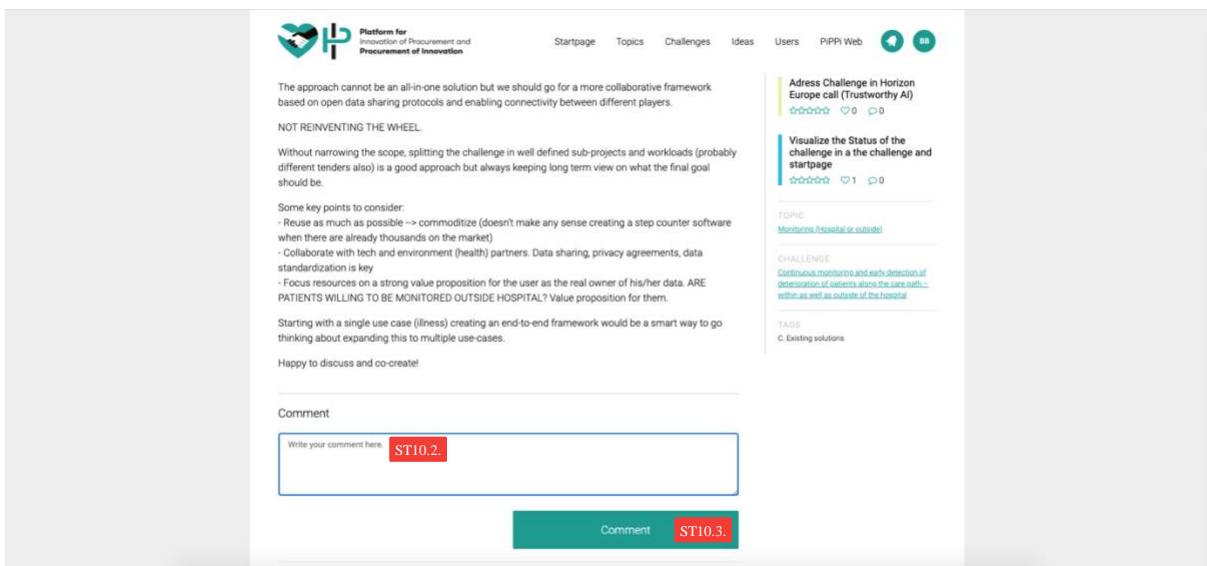


- ST8.** To comment on a challenge, follow these steps:
1. Click on the selected Challenge.
  2. Write the message you want to post in the comment box.
  3. Click on the *Comment* button.



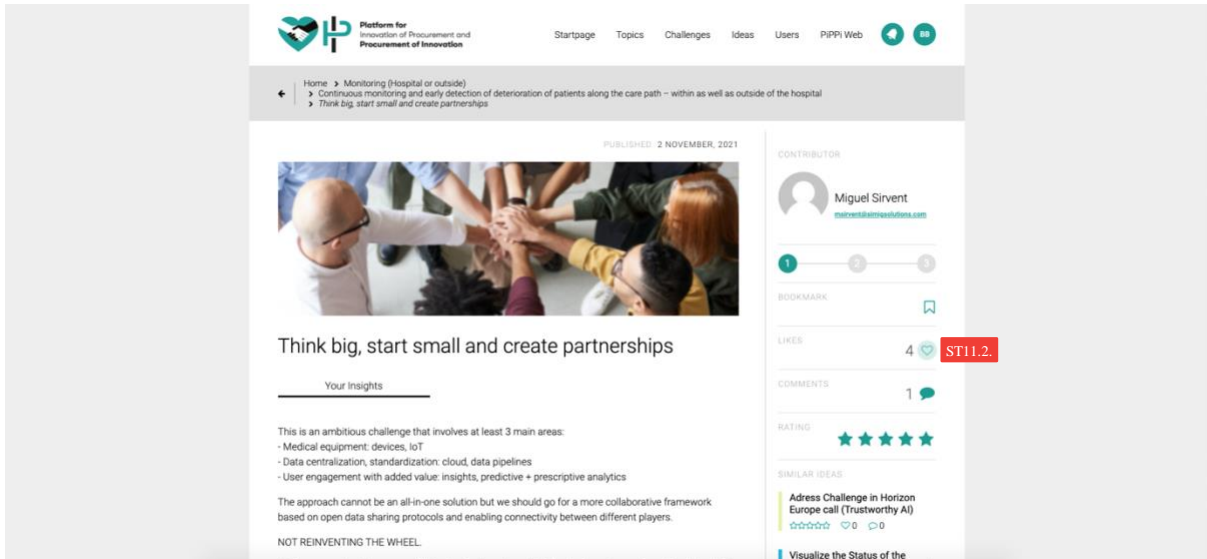
**ST9. To like a challenge, follow these steps:**

1. Click on the selected Challenge.
2. Click on the *heart icon* on the right of the page.



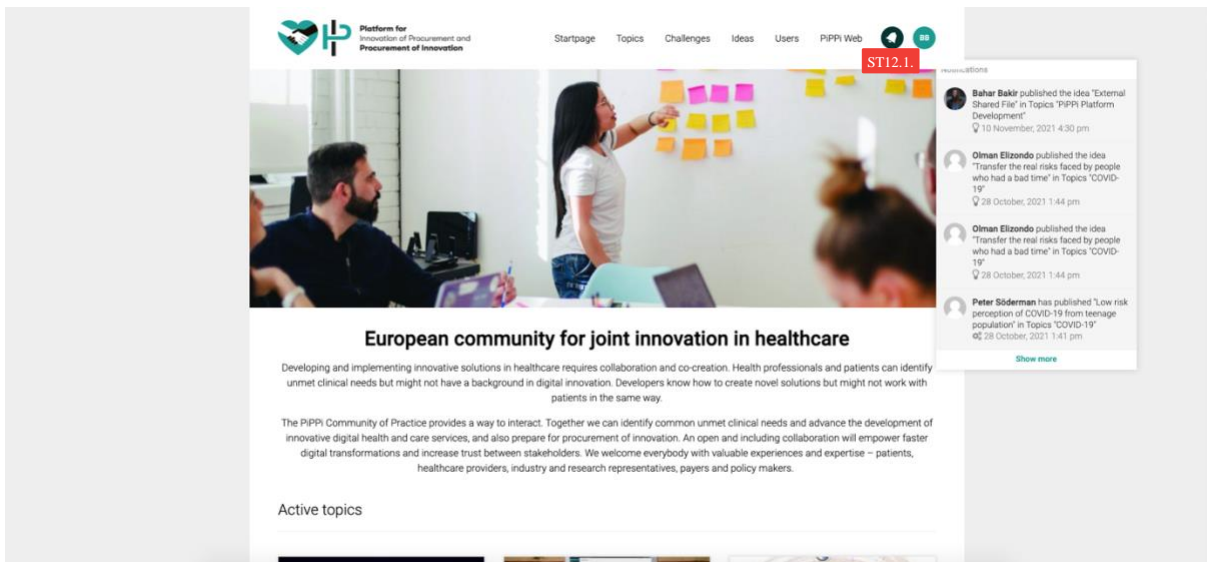
**ST10. To comment on idea, follow these steps:**

1. Click on the selected Idea.
2. Write the message you want to post in the comment box.
3. Click on the *Comment* button.



**ST11. To like an idea, follow these steps:**

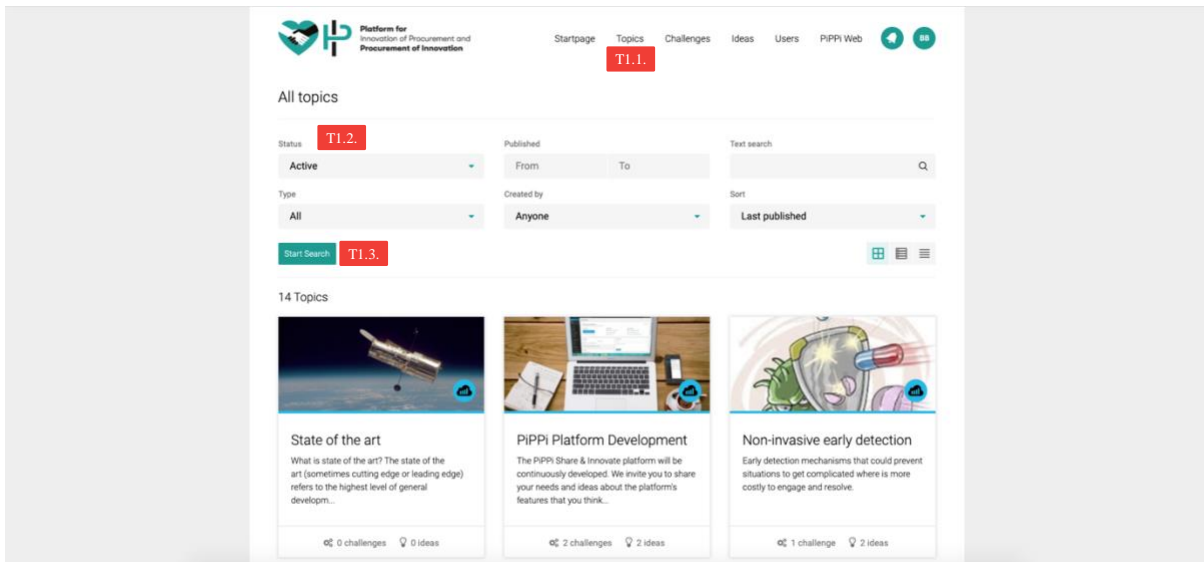
1. Click on the selected Idea.
2. Click on the *heart icon* on the right of the page.



**ST12. To see your notifications,**

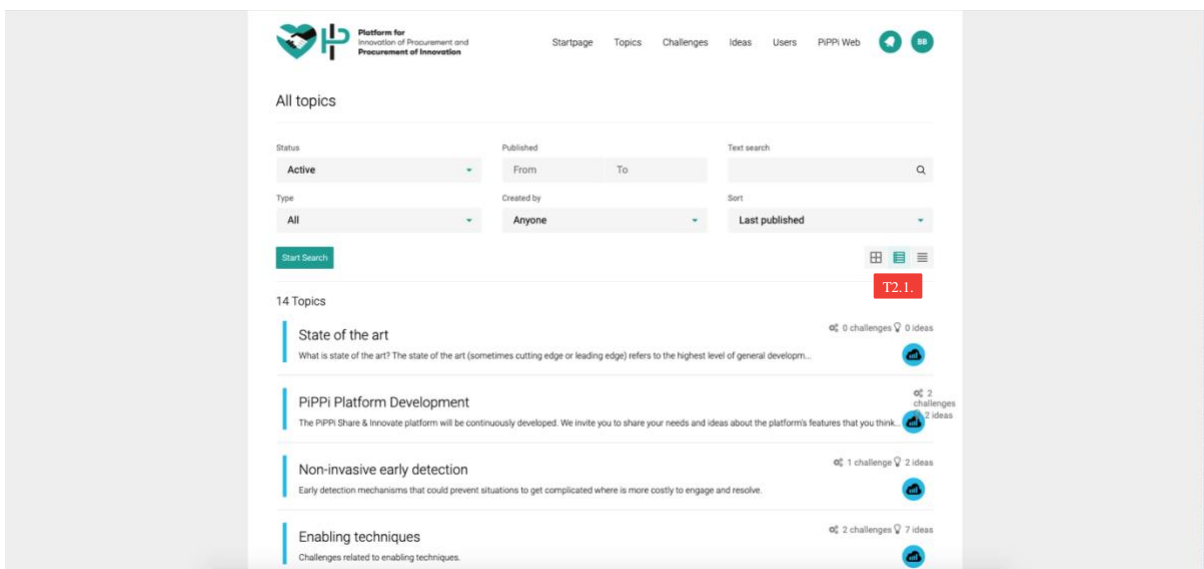
1. Click on the *bell icon* at the top right of the page.

## 2.2.4. Topics



### T1.To search for topics, follow these steps:

1. Click on *Topics* in the menu at the top of the page.
2. Apply preferred filters of: status (all, draft, active, completed), date of when the Challenge was published, text search, type, created by (admin, anyone, me), sort as newest or oldest.
3. Click on *Start Search* button.

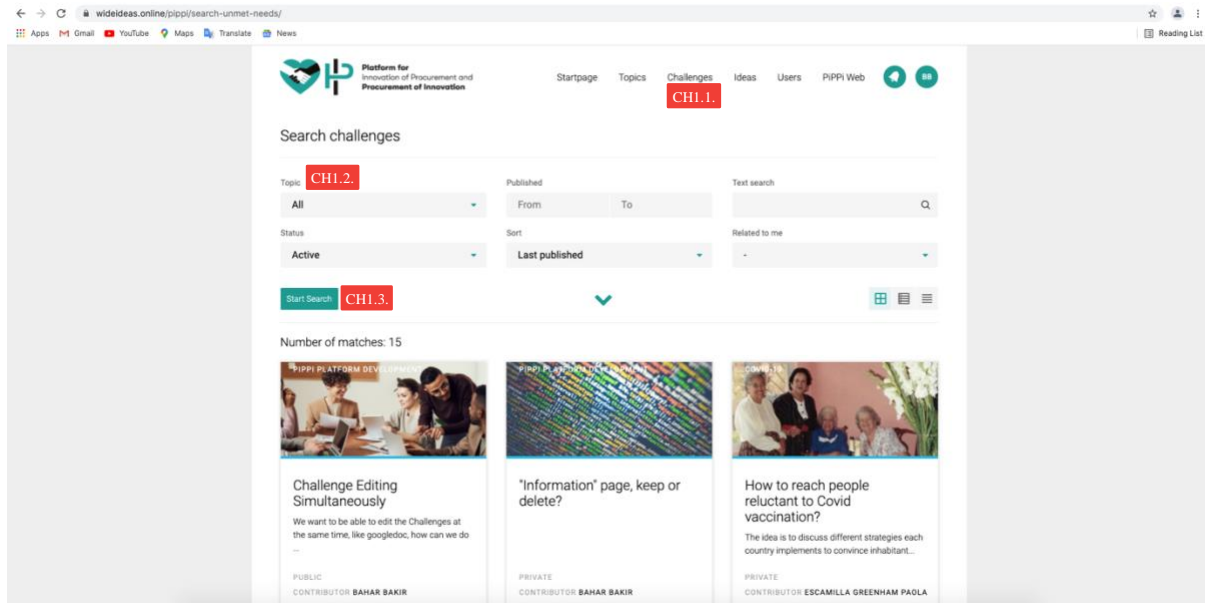


### T2.To change representations of topics:

1. Click on one of the 3 boxes on the right. From left to right: in the first option, the topics are shown with the image title and description, in

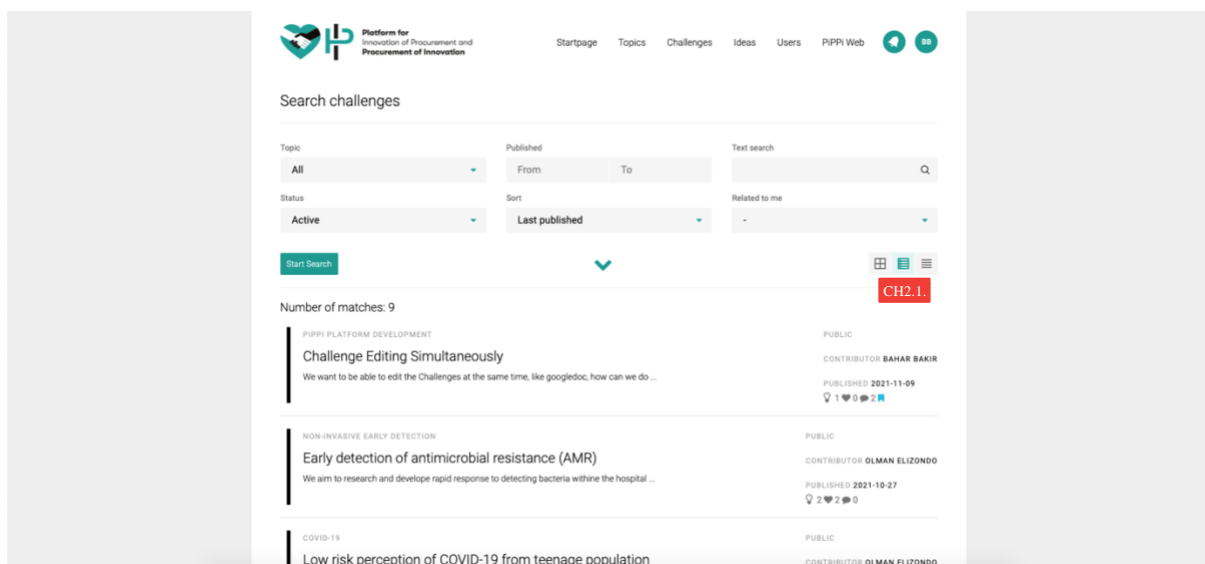
the second option they are shown with the title and its descriptions, in the third option they are shown with only the titles.

## 2.2.5. Challenges



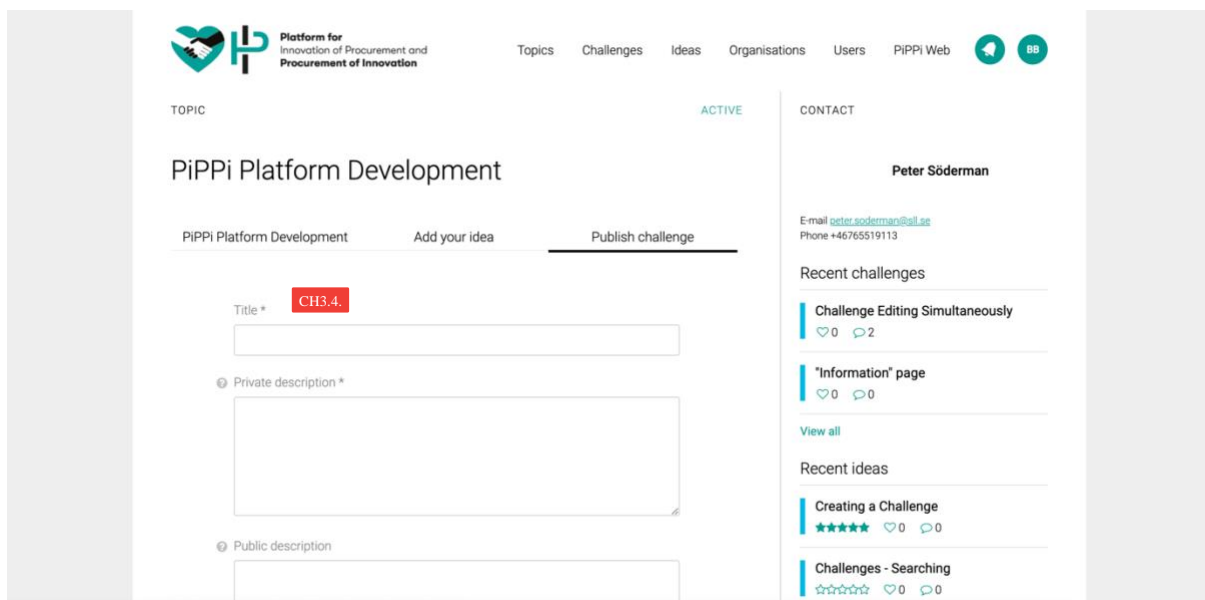
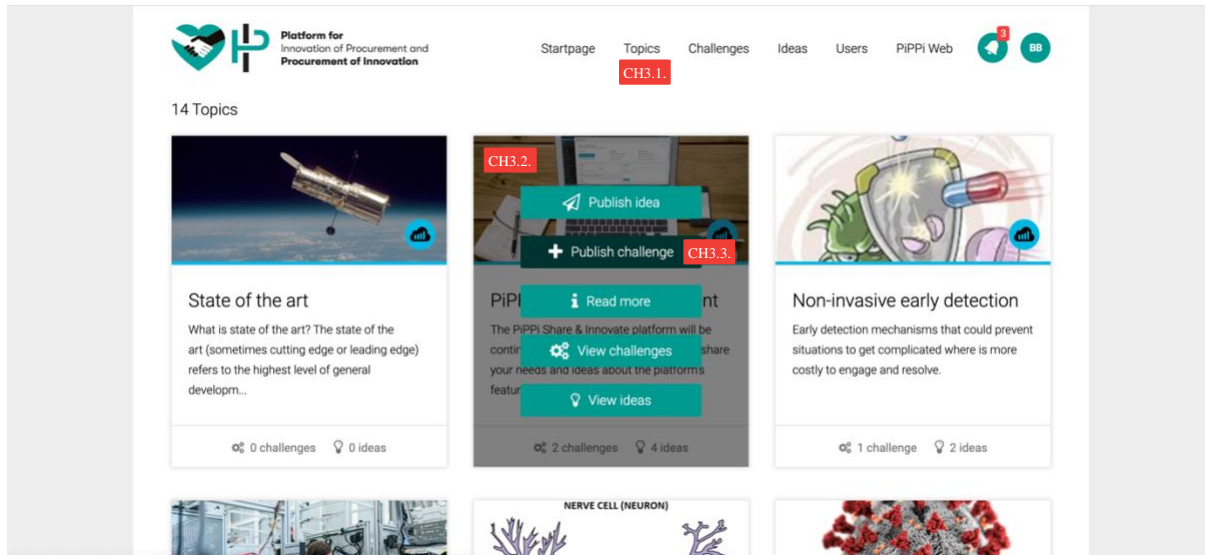
### CH1. To search for challenges, follow these steps:

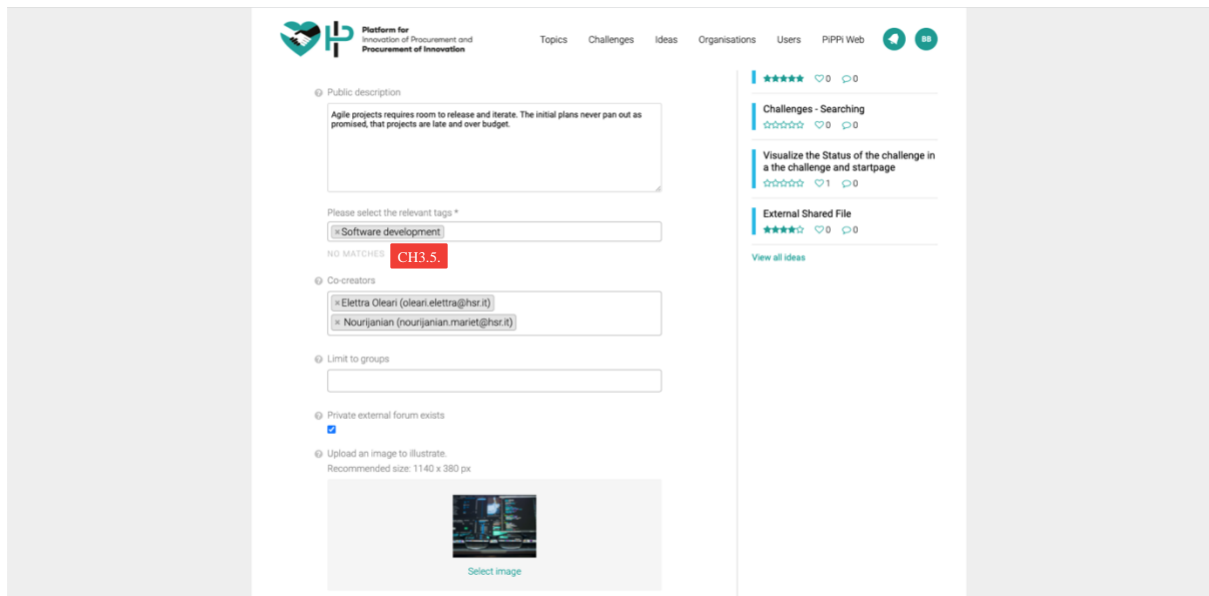
1. Click on *Challenges* in the menu at the top of the page.
2. Apply preferred filters of: status of Topic, date of when the Challenge was published, text search, type, created by (admin, anyone, me), sort as newest or oldest.
3. Click on *Start Search* button.



## CH2. To change representations of challenges:

1. Click on one of the 3 boxes on the right. From left to right: in the first option, the challenges are shown with the image title and description, in the second option they are shown with the title and its descriptions, in the third option they are shown with only the titles.





### CH3. To publish challenge, follow these steps:

1. Click on *Topics* in the menu at the top of the page.
2. Hover over the topic that covers the subject of the challenge you want to publish.
3. Click on *Publish a Challenge*.
4. Fill in requested information (Title, Private and/or Public description, relevant tags, Co-creators, limit to a group, private external forum, upload an image, attach documents, select visibility (Draft, Private, Public) and the status of the challenge).
5. According to the relevant tags, the system will show you similar challenges, if there are any in the system. Optionally, you can click on these challenges and view the definitions of those challenges.
6. Save the challenge.



The screenshot shows the 'Platform for Innovation of Procurement and Procurement of Innovation' interface. At the top, there is a navigation menu with 'Topics', 'Challenges', 'Ideas', 'Organisations', 'Users', and 'PiPPI Web'. The main content area displays a challenge titled 'How to reach people reluctant to Covid vaccination?' with an 'Edit' button and a red 'CH4.5' label. Below the title, there are tabs for 'Private discussion', 'Public discussion', and 'Publish your idea'. The challenge text discusses strategies to convince inhabitants against vaccination and mentions a third vaccine in France. On the right side, there is a 'CONTRIBUTOR' section with a profile for 'Escamilla Greenh...' and a 'CO-CREATORS' section with 'Olman Elizondo'. There are also sections for 'BOOKMARK', 'LIKES' (1), and 'COMMENTS' (0). At the bottom, there is a 'TOPIC' section with 'COVID-19' and 'AVAILABLE TAGS' including 'Covid Vaccination'.

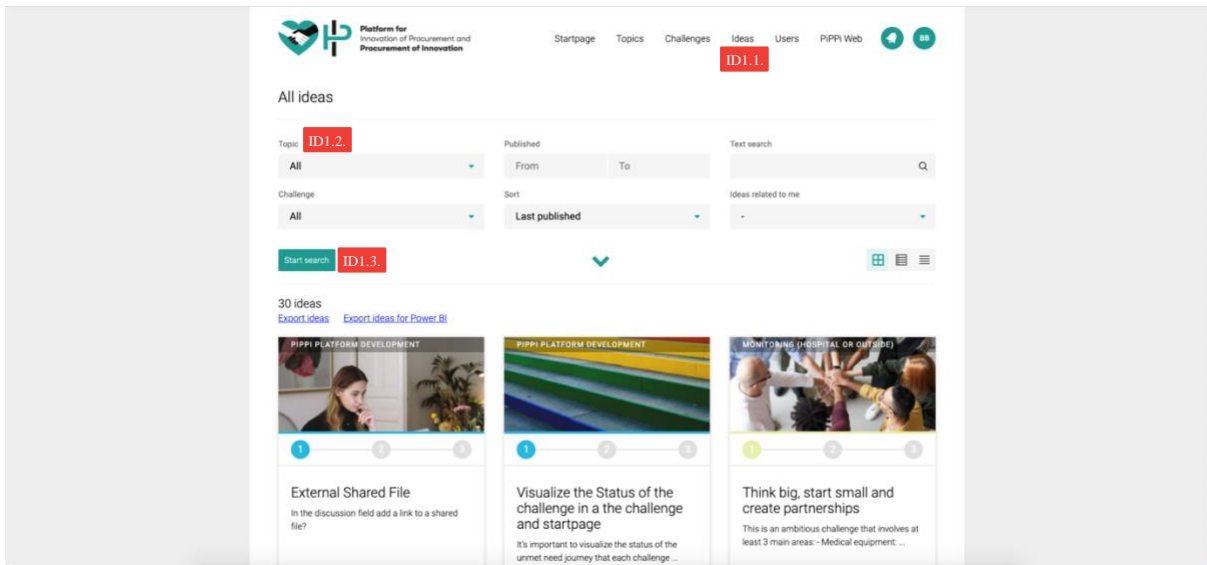
The screenshot shows the 'Edit Challenge' form in the Platform for Innovation of Procurement and Procurement of Innovation interface. The form includes a 'Select image' button, an 'Attach document' section with a 'Choose a document or image' button, and a 'Visibility' section with three radio button options: 'Draft - Only visible for you as the owner', 'Private - Only visible for owner and co-creators', and 'Public - Visible for all users who have access'. The 'Status' dropdown menu is set to '1. Gather & Share Challenge'. At the bottom, there are 'Delete' and 'Save' buttons, with a red 'CH4.7' label next to the 'Save' button.

**CH4. To Edit a Challenge, follow these steps:**

1. Click on *challenges* in the menu at the top of the page.
2. Hover over a challenge for which you are the creator or co-creator.
3. Click on *Read more*.
4. Hover on your right-hand side.
5. Click on *Edit* button.
6. Modify the components as you see fit.

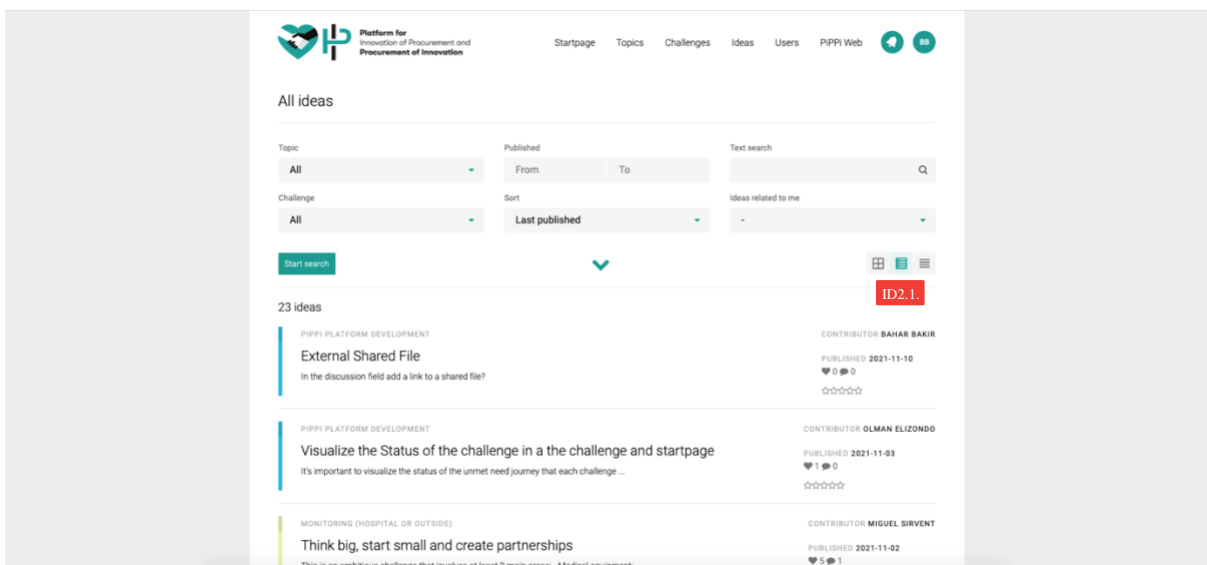
## 7. Save the modification.

### 2.2.6. Ideas



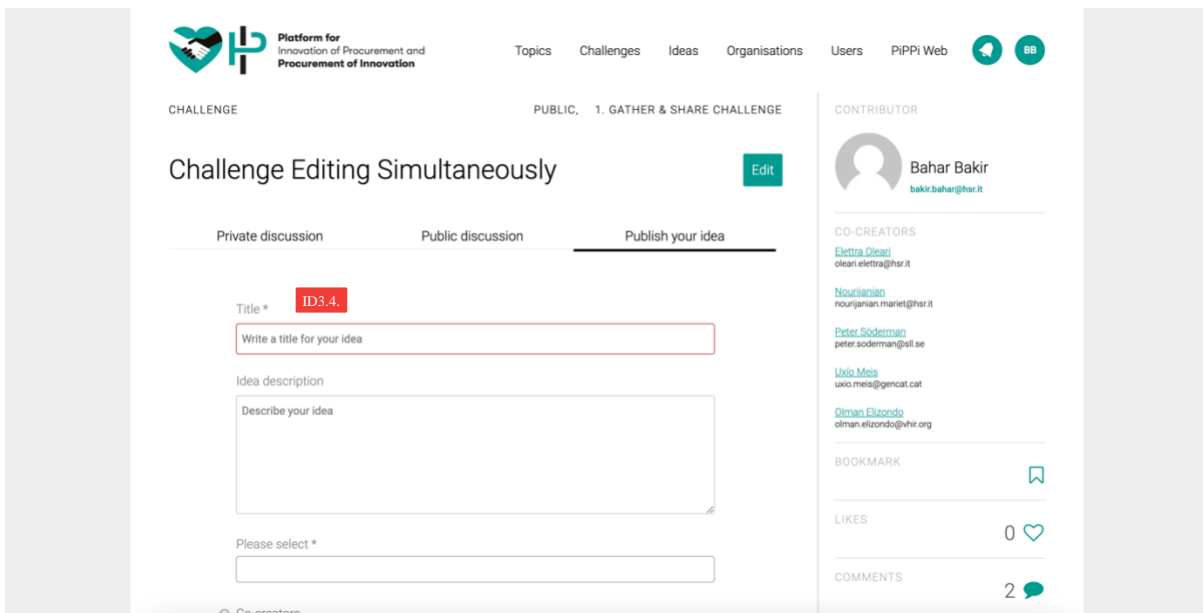
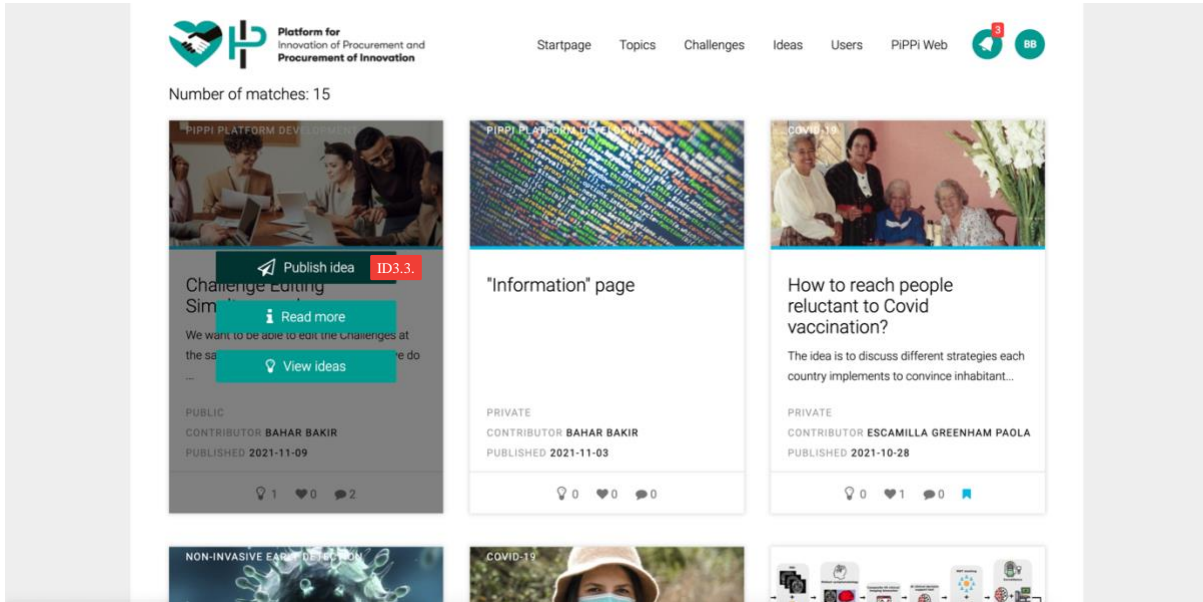
#### ID1. To search for ideas, follow these steps:

1. Click on *Ideas* in the menu at the top of the page.
2. Apply preferred filters of: status of Topic, date of when the Idea was published, related Challenge, sort as newest or oldest, Ideas related to you.
3. Click on *Start Search* button.



#### ID2. To change representations of ideas:

1. Click on one of the 3 boxes on the right. From left to right: in the first option, the ideas are shown with the image title and description, in the second option they are shown with the title and its descriptions, in the third option they are shown with only the titles.



**ID3. To publish an idea to a challenge, follow these steps:**

1. Click on *Challenges* in the menu at the top of the page.
2. Hover over the selected challenge.
3. Click on *Publish Idea*.
4. Fill in requested information of title, idea description, status among insights/ongoing research or development/ existing solution, optionally upload an image and attach documents.
5. Save the Idea as a draft or submit it.

## 2.2.7. Users

NAME	PROFESSION	WORKPLACE	COUNTRY	NUT CODE	GROUPS
Victoria Valls	Administration		Spain		Healthcare Provider
Uxío Meis					
Tomas Borgegard					
Tomas Borgegard	Administration	Karolinska University Hospital	Sweden		Healthcare Provider
Testing Carolina			Angola		Payers
Terje Kaetep		Enterprise Estonia	Estonia	EEO	Enablers
Tanja Stamm					
Søren Kieberg		Sellback	Denmark	DK0	Industry
Susanna Bengs		Johnson & Johnson AB	Sweden	SE2	Industry
Stefan Vlachos	Head of Health Works	AstraZeneca	Sweden	SE2	Industry
Sara De Silvestri			Italy		Research and Innovation Community
Rossana Alessandrello					
Preston long					
Philipp Tepper		ICLEI - Local Governments for Sustainability, Sustainable Economy and Procurement	Germany	DE1	Research and Innovation Community
Peter Söderman		Citizen	Sweden		Citizens and

### U1. To search for users, follow these steps:

1. Click on *Users* in the menu at the top of the page.
2. Apply preferred filters of: text search, group/division, sort.
3. Click on *Start Search* button.

### U2. To view information of a specific user,

1. Click on a specific user's name.

## 2.2.8. PiPPi Web

**European community for joint innovation in healthcare**

Developing and implementing innovative solutions in healthcare requires collaboration and co-creation. Health professionals and patients can identify unmet clinical needs but might not have a background in digital innovation. Developers know how to create novel solutions but might not work with patients in the same way.

The PiPPi Community of Practice provides a way to interact. Together we can identify common unmet clinical needs and advance the development of innovative digital health and care services, and also prepare for procurement of innovation. An open and including collaboration will empower faster digital transformations and increase trust between stakeholders. We welcome everybody with valuable experiences and expertise – patients, healthcare providers, industry and research representatives, payers and policy makers.

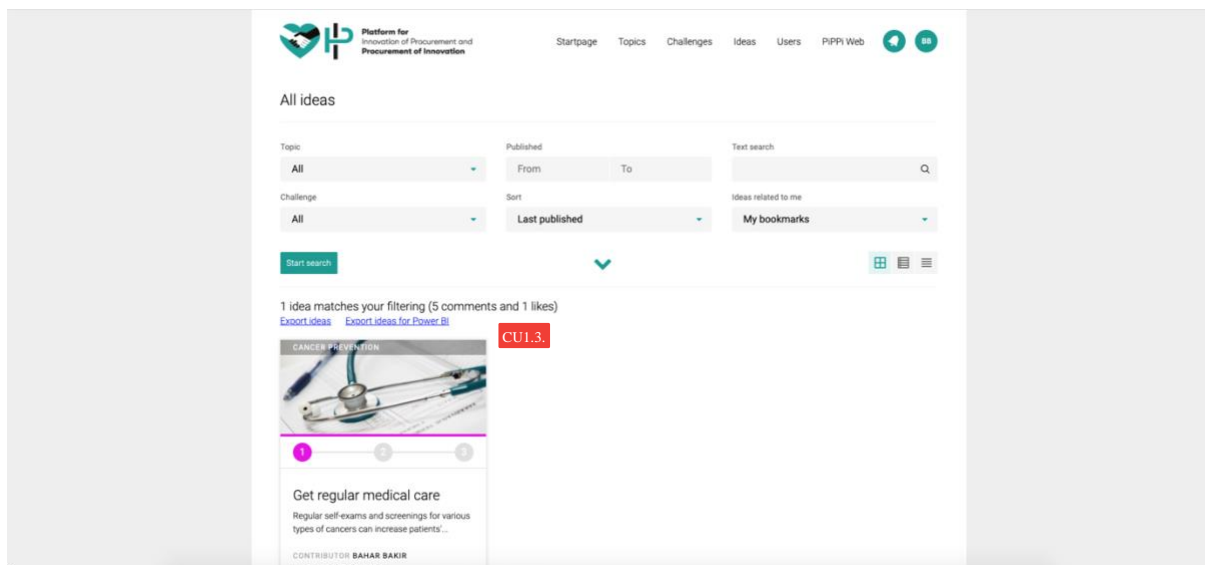
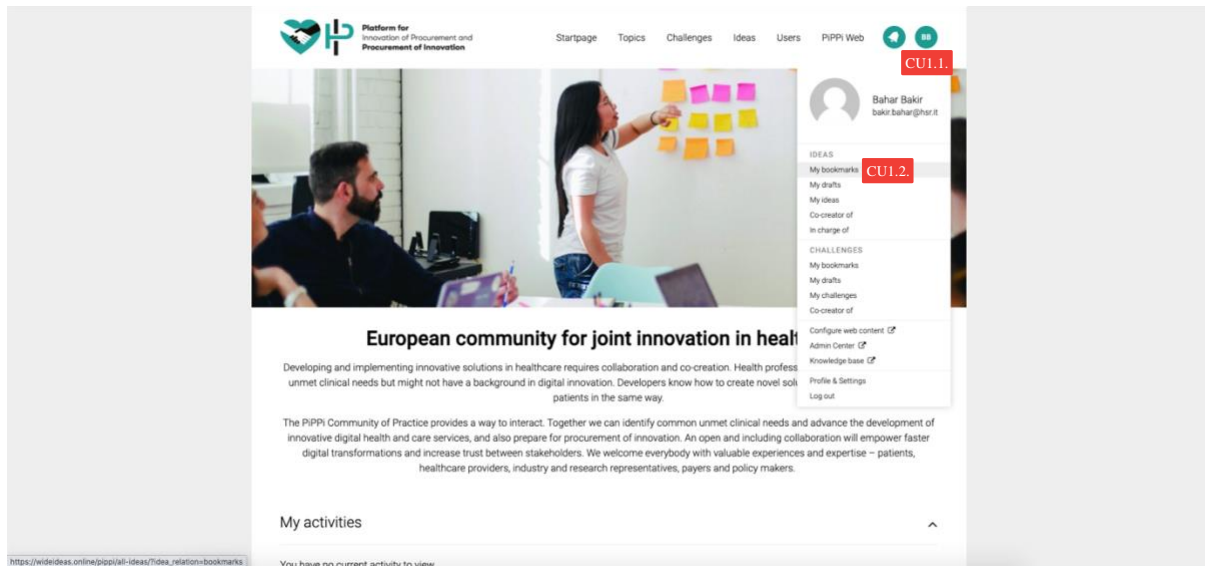
My activities

You have no current activity to view.

### WE1. To be transferred to PiPPi Web:

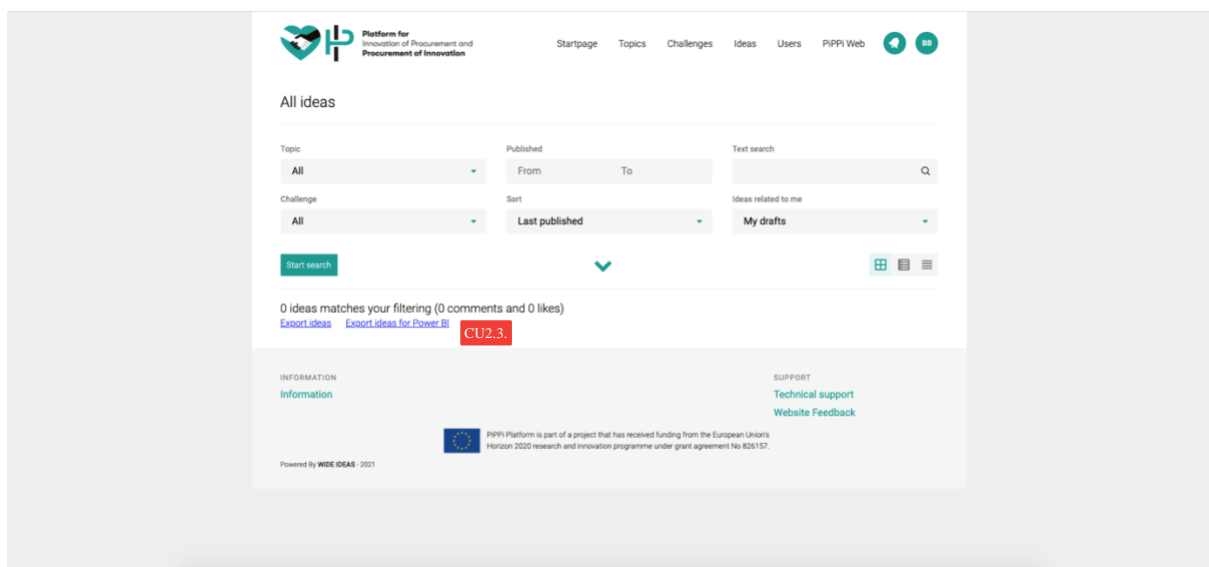
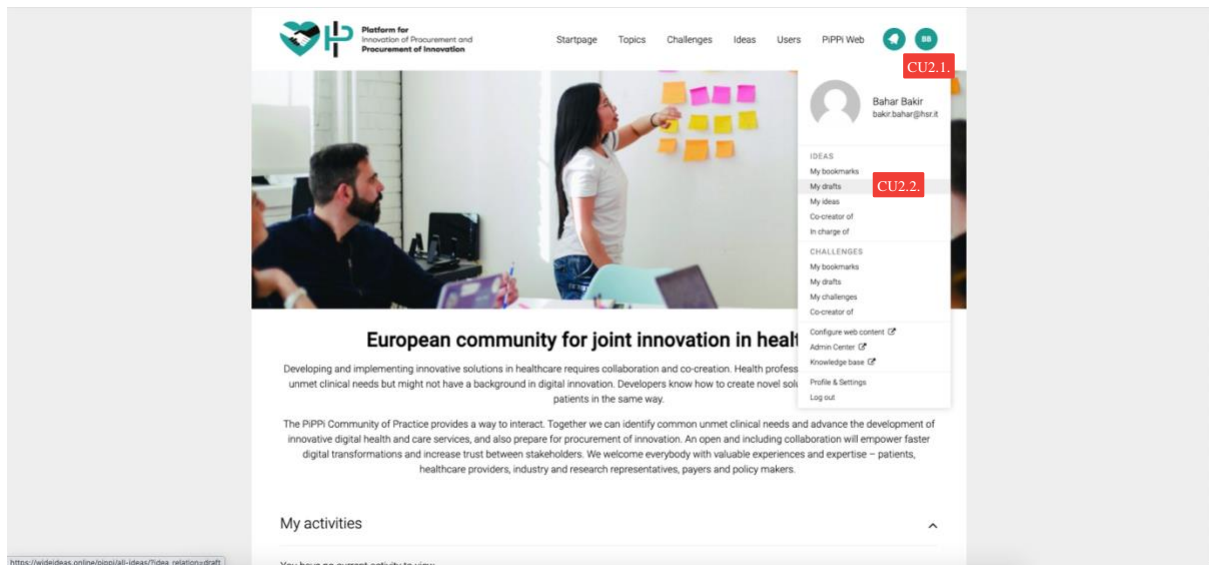
1. Click on *PiPPi Web* in the menu at the top of the page

## 2.2.9. Customized items



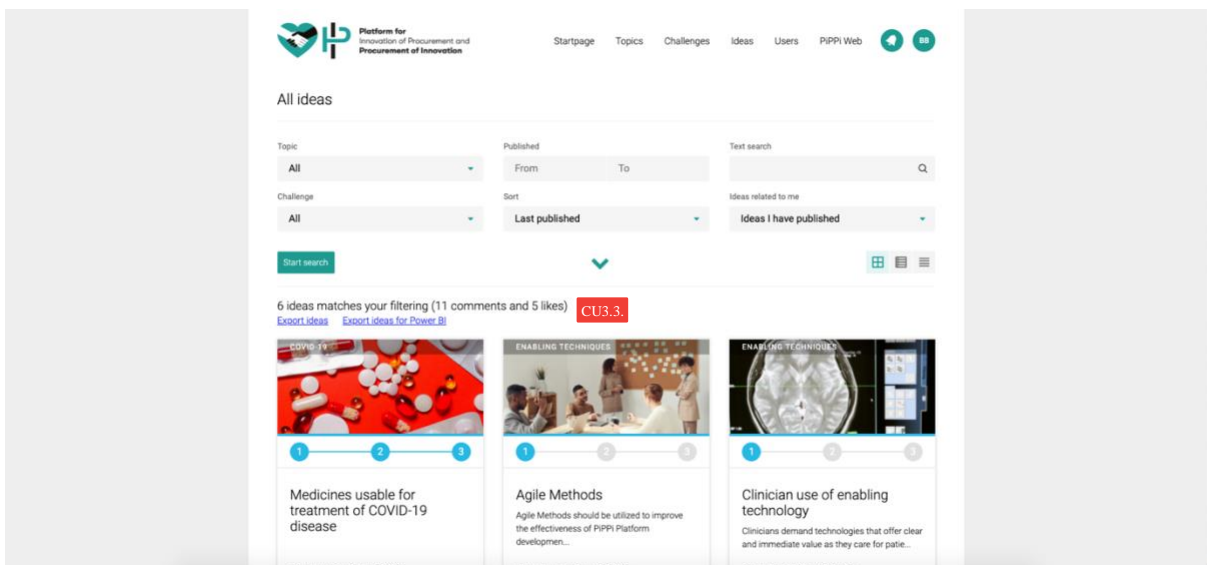
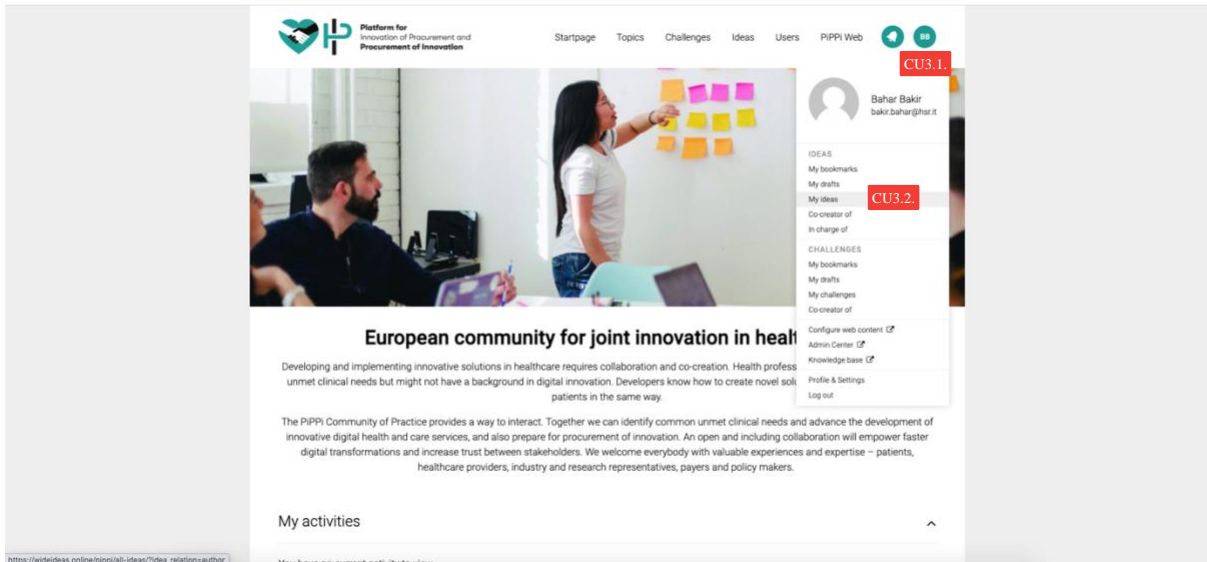
### CU1. To see your bookmarked ideas, follow these steps:

1. Click on *profile icon* on top right corner of page.
2. Click on *My bookmarks* under the Ideas Section.
3. If you have bookmarked ideas, they will be listed for you, if not, a page will appear stating that what you were looking for was not found.



**CU2. To see your draft ideas, follow these steps:**

1. Click on *profile icon* on top right corner of page.
2. Click on *My drafts* under the Ideas Section.
3. If you have draft ideas, they will be listed for you, if not, a page will appear stating that what you were looking for was not found.



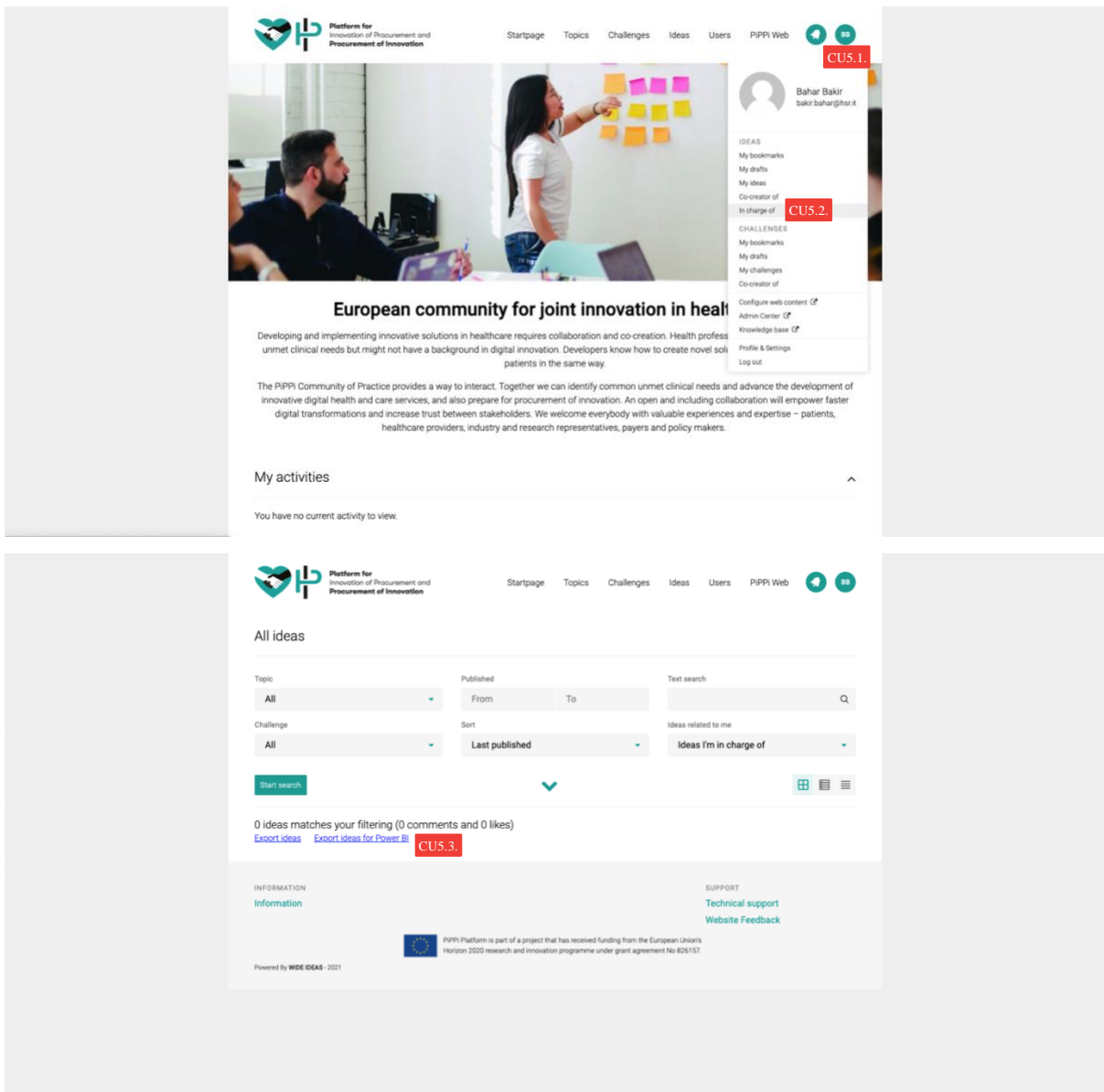
**CU3. To see your ideas, follow these steps:**

1. Click on *profile icon* on top right corner of page.
2. Click on *My ideas* under the Ideas Section.
3. If you have ideas posted by you, they will be listed for you, if not, a page will appear stating that what you were looking for was not found.



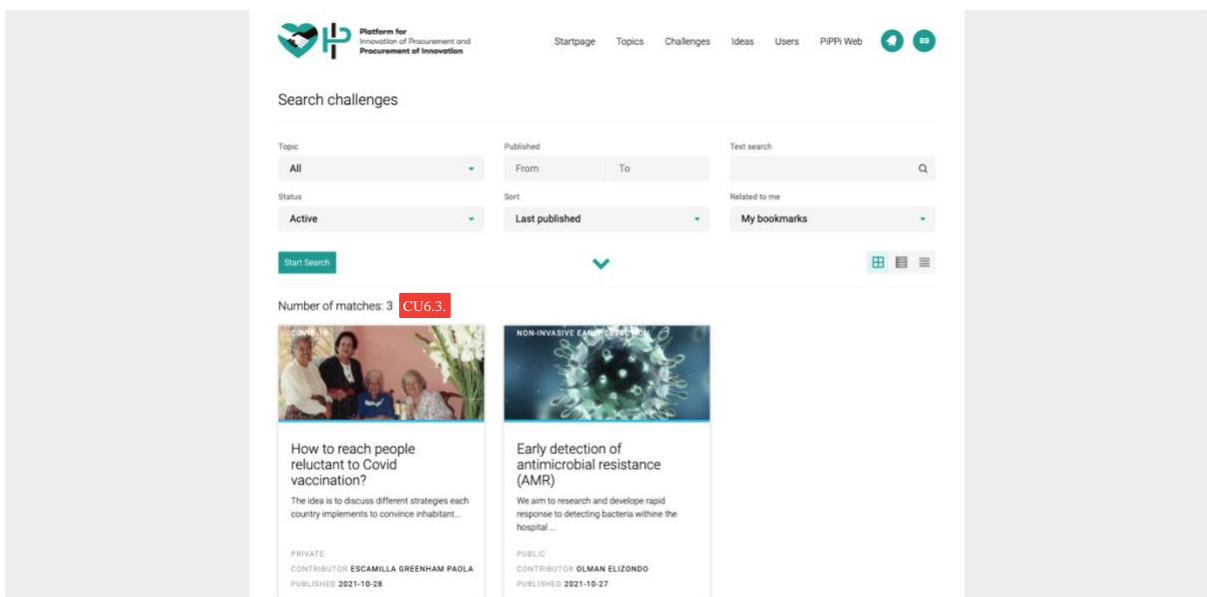
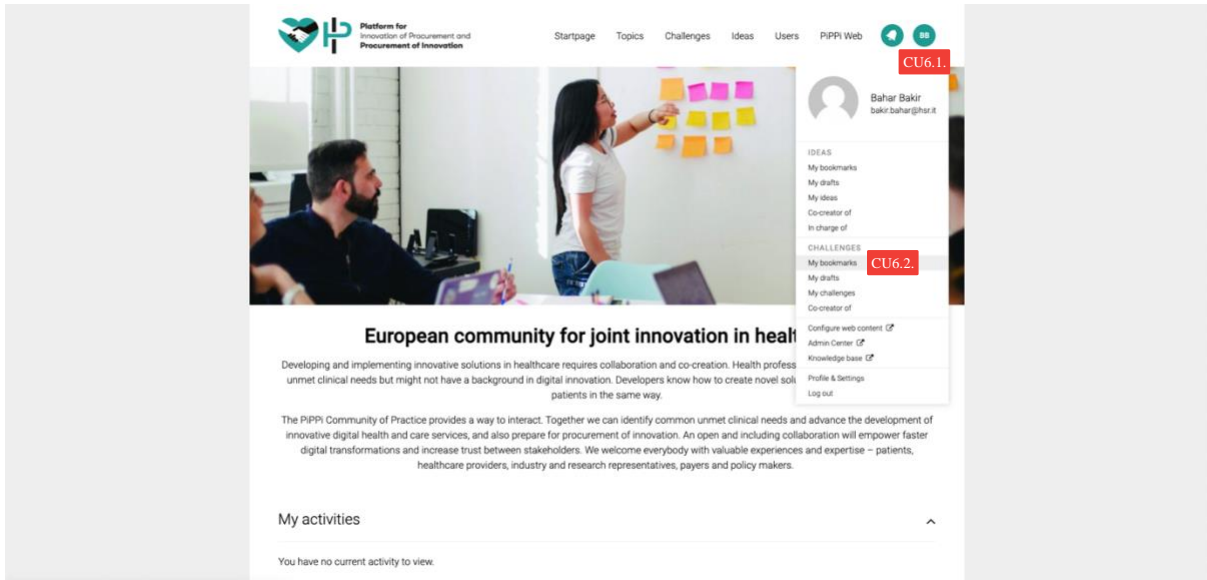
**CU4. To see the ideas that you are the co-creator, follow these steps:**

1. Click on *profile icon* on top right corner of page.
2. Click on *co-creator* of under the ideas section.
3. If you are co-creator of any idea, they will be listed for you, if not, a page will appear stating that what you were looking for was not found.



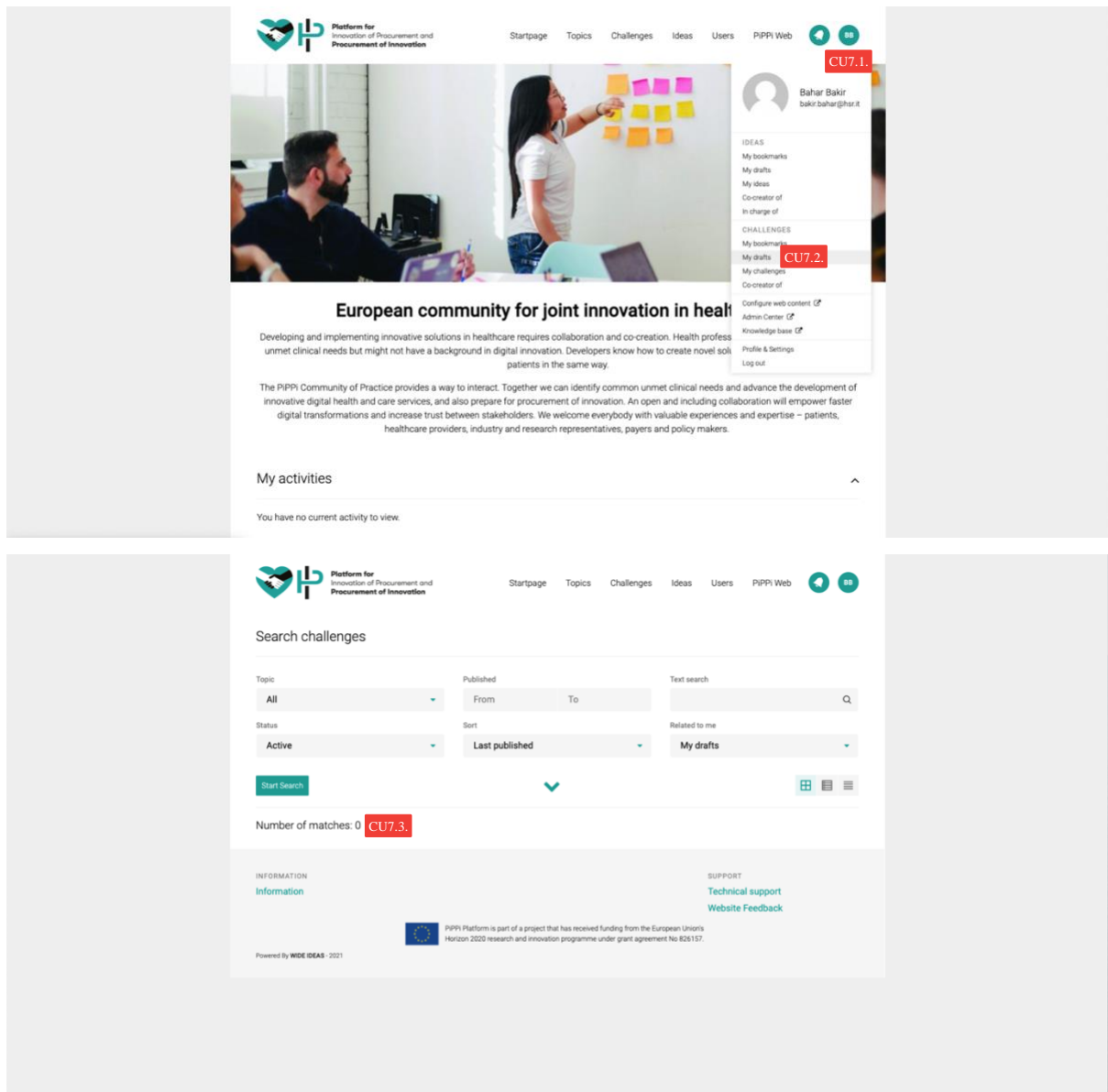
**CU5. To see the ideas that are evaluated by you, follow these steps:**

1. Click on *profile icon* on top right corner of page.
2. Click on *In charge of* under the Ideas Section.
3. If you are have evaluated any idea, they will be listed for you, if not, a page will appear stating that what you were looking for was not found.



**CU6. To see your bookmarked challenges, follow these steps:**

1. Click on *profile icon* on top right corner of page.
2. Click on *My bookmarks* under the Challenges Section.
3. If you have bookmarked challenges, they will be listed for you, if not, a page will appear stating that what you were looking for was not found.



**CU7. To see your draft challenges, follow these steps:**

1. Click on *profile icon* on top right corner of page.
2. Click on *My drafts* under the Challenges Section.
3. If you have draft challenges, they will be listed for you, if not, a page will appear stating that what you were looking for was not found.

**Platform for Innovation of Procurement and Procurement of Innovation**

Startpage Topics Challenges Ideas Users PIPPI Web

**CU8.1**

Bahar Bakir  
bakir.bahar@pippi.it

IDEAS  
My bookmarks  
My drafts  
My ideas  
Co-creator of  
In charge of

CHALLENGES  
My bookmarks  
My drafts  
My challenges  
Co-creator of

**CU8.2**

Configure web content  
Admin Center  
Knowledge base  
Profile & Settings  
Log out

### European community for joint innovation in health

Developing and implementing innovative solutions in healthcare requires collaboration and co-creation. Health professionals know clinical needs but might not have a background in digital innovation. Developers know how to create novel solutions but might not have a background in clinical needs. Together we can identify common unmet clinical needs and advance the development of innovative digital health and care services, and also prepare for procurement of innovation. An open and including collaboration will empower faster digital transformations and increase trust between stakeholders. We welcome everybody with valuable experiences and expertise – patients, healthcare providers, industry and research representatives, payers and policy makers.

The PIPPI Community of Practice provides a way to interact. Together we can identify common unmet clinical needs and advance the development of innovative digital health and care services, and also prepare for procurement of innovation. An open and including collaboration will empower faster digital transformations and increase trust between stakeholders. We welcome everybody with valuable experiences and expertise – patients, healthcare providers, industry and research representatives, payers and policy makers.

**My activities**

You have no current activity to view.

**Platform for Innovation of Procurement and Procurement of Innovation**

Startpage Topics Challenges Ideas Users PIPPI Web

### Search challenges

Topic: All  
Status: Active  
Published: From To  
Sort: Last published  
Text search:   
Related to me: My challenges

Start Search

Number of matches: 5 **CU8.3**

**Challenge Editing Simultaneously**  
We want to be able to edit the Challenges at the same time, like google doc, how can we do...

PUBLIC  
CONTRIBUTOR: BAHAR BAKIR  
PUBLISHED: 2021-11-09

**"Information" page, keep or delete?**

PRIVATE  
CONTRIBUTOR: BAHAR BAKIR  
PUBLISHED: 2021-11-03

**Unclear or constantly changing requirements**  
The reason behind such uncertainty is the unstable market demands. Testers might have impo...

PUBLIC  
CONTRIBUTOR: BAHAR BAKIR  
PUBLISHED: 2021-10-11

## CU8. To see your challenges, follow these steps:

1. Click on *profile icon* on top right corner of page.
2. Click on *My ideas* under the Challenges Section.
3. If you have challenges posted by you, they will be listed for you, if not, a page will appear stating that what you were looking for was not found.

The top screenshot shows the PIPPI web application interface. The user profile for Bahar Bakir is visible, with a dropdown menu showing options like 'My bookmarks', 'My drafts', 'My ideas', 'Co-creator of', 'In charge of', 'CHALLENGES', 'My bookmarks', 'My drafts', 'My challenges', and 'Co-creator of'. The 'Co-creator of' option is highlighted with a red box labeled 'CU9.2'. Below the profile, there is a section titled 'European community for joint innovation in health' with a description of the PIPPI Community of Practice. The 'My activities' section shows 'You have no current activity to view.'

The bottom screenshot shows the 'Search challenges' page. The search filters are set to 'Topic: All', 'Published: From To', 'Status: Active', 'Sort: Last published', and 'Related to me: Co-creator of'. The search results show 'Number of matches: 2' with a red box labeled 'CU9.3'. The first match is a challenge titled 'Lack of continuous monitoring by the caregiver' by ELETTRA OLEARI, published on 2021-06-23.

**CU9. To see the challenges that you are the co-creator, follow these steps:**

1. Click on *profile icon* on top right corner of page.
2. Click on *co-creator* of under the Challenges Section.
3. If you are co-creator of any challenge, they will be listed for you, if not, a page will appear stating that what you were looking for was not found.

Platform for Innovation of Procurement and Procurement of Innovation

Startpage Topics Challenges Ideas Users PIPPI Web

Bahar Bakir  
bhrbakir@hotmail.com

IDEAS  
My bookmarks  
My drafts  
Co-creator of  
In charge of

CHALLENGES  
My bookmarks  
My drafts  
My challenges  
Co-creator of

Knowledge base of **CU10.2.**  
Profile & Settings  
Log out

### European community for joint innovation in he

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Active topics

<https://wideideas.online/Knowledgebase>

Wide IDEAS

Startpage Tutorials Articles FAQ

### Make the most out of Wide Ideas

To make sure that you and your organisation can make the most out of Wide Ideas we have gathered tutorials, articles and step-by-step description for how you can get started with Wide Ideas, how you can empower your employees and turn ideas into real business value.

You can also find our FAQ and a lot of inspiration and tips.

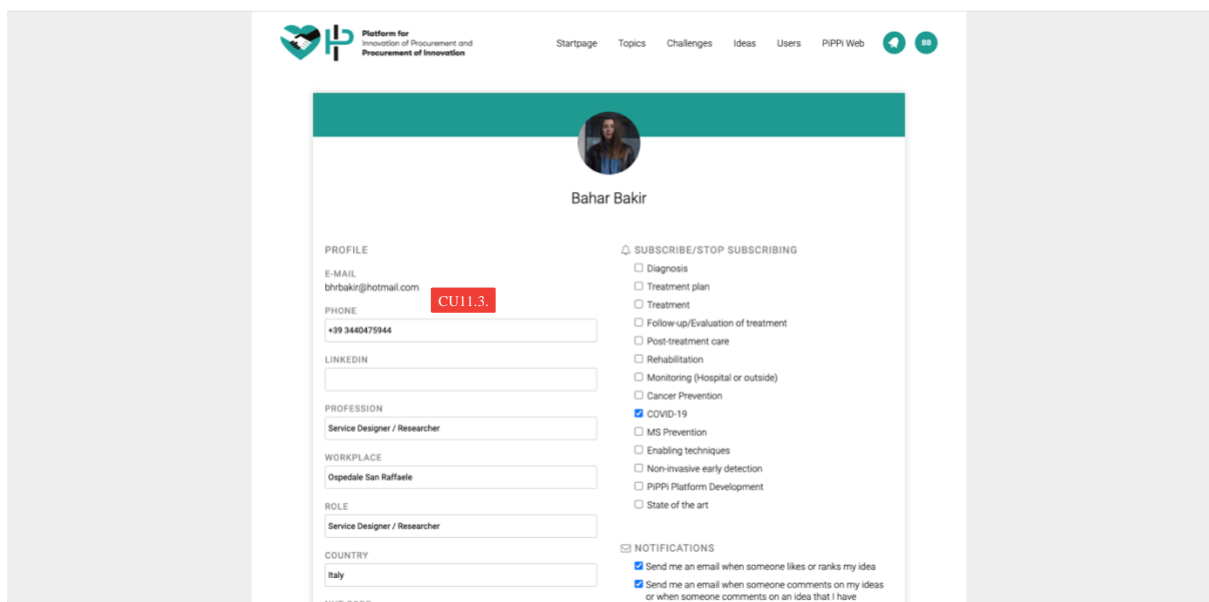
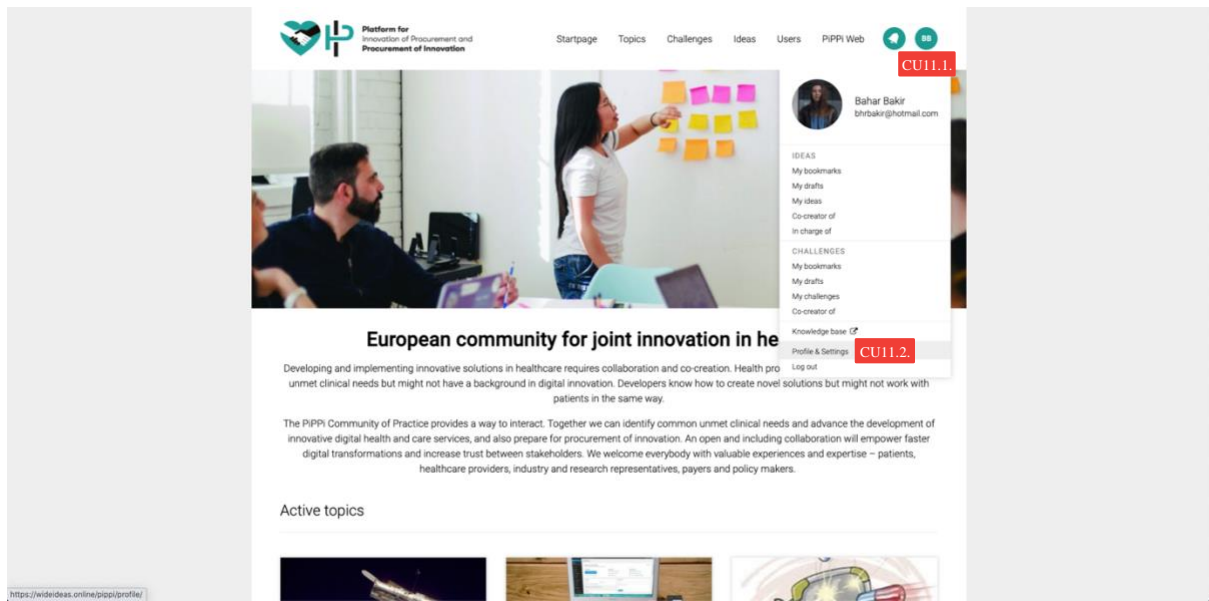
All material is applicable for both Wide Ideas Web app and for Wide Ideas Teams app.

If you have any questions, please contact [support@getwideideas.se](mailto:support@getwideideas.se).

Active articles

**CU10. To learn about the developer company, follow these steps:**

1. Click on *profile icon* on top right corner of page.
2. Click on *Knowledge base*.



**CU11. To change information about your Profile, follow these steps:**

1. Click on *profile icon* on top right corner of page.
2. Click on *Profile & Settings*.
3. Modify any of these items: phone, LinkedIn, workplace, role, country, nut code, skills, specialization, what user can bring to PiPPi Platform, by filling in the relevant box(es).
4. Click on *Save*.



## CU12. To subscribe or unsubscribe information in your Profile,

follow these steps:

1. Click on *profile icon* on top right corner of page.
2. Click on *Profile & Settings*.
3. Check or uncheck topics by clicking the boxes in the subscribe section.
4. Click on *Save*.

Platform for Innovation of Procurement and Procurement of Innovation

Startpage Topics Challenges Ideas Users PIPPI Web

**CU13.1.**

Bahar Bakir  
bhbakir@hotmail.com

**European community for joint innovation in healthcare**

Developing and implementing innovative solutions in healthcare requires collaboration and co-creation. Health professionals often have unmet clinical needs but might not have a background in digital innovation. Developers know how to create novel solutions but might not work with patients in the same way.

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**CU13.2.**

Active topics

<https://wideideas.online/pippi/profile/>

Platform for Innovation of Procurement and Procurement of Innovation

Startpage Topics Challenges Ideas Users PIPPI Web

Service Designer / Researcher

WORKPLACE  
Ospedale San Raffaele

ROLE  
Service Designer / Researcher

COUNTRY  
Italy

NUT CODE  
ITC

SKILLS  
Empathy, Facilitation, Systems Thinking, Storytelling, Synthesis, Future \

SPECIALIZATION

WHAT USER CAN BRING TO PIPPI PLATFORM  
Improve the experiences of Stakeholders and generate better outcomes

GROUPS  
Healthcare Provider

To change your profile picture, go to [Gravatar](#).

VIEW USER'S:  
[Ideas](#)  
[Challenges](#)

MS Prevention  
 Enabling techniques  
 Non-invasive early detection  
 PIPPI Platform Development  
 State of the art

**CU13.3.**

Send me an email when someone likes or ranks my idea

Send me an email when someone comments on my ideas or when someone comments on an idea that I have commented on before

Send me an email when my idea gets a decision

Send me an email when someone tags me in an idea

Send me an email when an idea is published in any of the Topics I'm following

Send me an email when an idea I should review is published

Save

**CU13. To set the notifications you want to receive, follow these steps:**

1. Click on *profile icon* on top right corner of page.
2. Click on *Profile & Settings*.
3. Check or uncheck notifications by clicking the boxes in the notifications section.
4. Click on *Save*.

**CU14. To log out, follow these steps:**

1. Click on profile icon on top right corner of page.
2. Click on logout.

## Conclusions

The present Deliverable 4.3 Instruction/manual on Platform Use and Services is developed as a part of the PiPPi Project with the purpose to assist users in the correct use of Platform features.

The platform is continually being updated as technology and users' needs evolve. Therefore, this manual only reflects the usage of platform features at the time of writing. While the Platform goal of bringing together Stakeholders from the Healthcare industry around shared Challenges continues, Platform features will undoubtedly be improved.

For any additional information or clarification, users are invited to contact [technicalsupport@pippi-platform.eu](mailto:technicalsupport@pippi-platform.eu) or [info@pippi-platform.eu](mailto:info@pippi-platform.eu).