



AGENDA

Meeting 4 – FMD, Italy

Day 1: 20th of February 2020

- 9:30 – 10:00** **Welcome (Annaleda; Seline)**
- 10:00 – 11:00** **Workpackage Presentations (WP1; WP2) (Seline)**
- *Updates*
 - *Deliverables*
 - *Q&A after each presentation*
- 11:00 – 11:30** **Coffee/Tea Break**
- 11:30 – 1:00** **Workpackage Leader Presentations (WP3; WP4; WP5) (WP leaders)**
- *Updates*
 - *Deliverables*
 - *Q&A after each presentation*
 - *MOOC and Toolkits on website*
 - *Interviews versus Focus groups*
 - *Conference presentations and publications*
- 1:00 – 2:00** **Lunch**
- 2:00 – 3:30** **GEM Capstone Conference (Seline)**
- *Updates*
 - *Keynote speakers*
 - *Conference subcommittee (abstract reviewers)*
- 3:30 – 4:00** **Coffee/Tea Break**
- 4:00 – 5:00** **Meeting 5 – Ireland (Seline; DCU)**
- *Proposed dates (in line with Conference; 9th, 10th June)*
 - *Venue*
 - *Decided date*
- 5:00 – 5:30** - *Recap on all decisions made at Day 1 of Meeting 3*
- *Reading of Minutes taken at Day 1 of Meeting 3*
 - *AOB*



AGENDA

Meeting 4 – FMD, Italy

Day 2: 21st of February 2020

- 9:30 – 11:00** **Timeline (Seline)**
- *GEM Gantt Chart*
 - *Remaining project deliverables*
 - *Q&A*
- 11:00 – 11:30** **Coffee/Tea Break**
- 11:30 – 1:00** **Project Website**
- WP 1 and WP2: Going Forward (Seline)**
- 1:00 – 2:00** **Lunch**
- 2:00 – 3:00** **WP3: Going Forward (UM)**
- WP4: Going Forward (KMOP)**
- WP5: Going Forward (Edwin)**
- 3:00 – 3:30** - Recap on all decisions made at Day 2 of Meeting 3
- Reading of Minutes taken at Day 2 of Meeting 3
 - AOB