

Agenda of PLASMON kick-off meeting

Date: 14-15 February (Monday-Tuesday) 2011

Location: meeting room at ELTE Peregrinus Guesthouse (1056 Budapest, V. Szerb utca 3.).

Monday

Morning:

- 10:00-10:05 Welcome - János Lichtenberger
- 10:05-11:30 Short introduction of ourselves and our science area - one representative from each institutions, ~10 min/speaker, part I
- 11:30-11:50 Coffee break
- 11:50-12:30 Short introduction of ourselves and our science area - one representative from each institutions, ~10 min/speaker, part II
- 12:30-13:00 Creation of management bodies - everyone
- 13:30-14:30 Lunch break

Afternoon:

- 14:30-15:10 Guidelines on FP7 rules - Paola Chiarini, PO, REA
- 15:10-15:50 Administrative and financial management issues - Gábor Rónaszéki, local management
- 15:50-16:10 Coffee break
- 16:10-17:30 WP objectives - WP Leaders (only WP1-4)

Tuesday

- 9:30-10:40 Detailed workplans for the first 12 months - WP Leaders
- 10:40-11:10 Schedule of equipment purchase, technical and financial aspects - everyone
- 11:10-11:30 Personnel management plan, who and who long will be involved into PLASMON - everyone
- 11:30-11:50 Coffee break
- 11:50-12:20 Publication/dissemination plan for the first 12 months - everyone
- 12:40-13:10 Project web page, data and information exchange and policy - everyone
- 13:10-13:30 Other issues (e.g. ISSI proposal) - everyone
- 13:30-14:30 Lunch break

Afternoon:

- 14:30-16:30 Splinters of WPs, discussion of WP specific issues
- 16:30 Closing of the meeting