ENRICH PROJECT
Florence meeting agenda (22-23.9. 2008)

Venue: University of Florence
Note: Obligatory only for the technical partners!

Monday 22nd of September 2008

11:00 Welcome of attendees by MICF, BNCF and CCP, welcome drinks and coffee

11:15 – 17:00 (Lunch break at around 13.00, coffee break at around 15.30)

Status of ENRICH
- Short presentation of work done, results achieved and tasks of the following 3-6 months **by CCP**
- Outline presentation of technical works done and planning of the following 3 months **by AIP**

WP sessions chaired by WP leaders
For each Work Package:
  - Presentation of objectives, each partner's work and achievements **by the WP leader**
  - Deviations from the workplan, remediation actions
  - Round table on what was done by each partner and what problems encountered
  - **Deliverables planned for next 6 months**, their current status
  - Decision making

11.15 – 11.45 Status of ENRICH – CCP

11.45 – 12.05 Technical overview of ENRICH – AIP

12.05 – 13.00 WP2 and WP5 – AIP
Main topics:
- Definition of standards - D2.2 results
- Starting integration of data
- Pilot phase
- D5.1 – Definition of the basic conditions for sharing large data sets (M10)

13:00 – 14:00 – Lunch

14:00 – 15:00 WP3 - OUCS
Main topics:
- D3.2 – Documentation and training materials (M10)

15:00 – 15:30 WP4 – MICF, PSNC
Main topics:
- D4.1 – Definition of requirements for the creation of personalized virtual digital libraries (M12)
- Decision on final approach for 4.2, 4.3, 4.5 tasks

15:30 – 15:50 WP6 – SYS
Main topics:
- Vicodi work, style sheets
- Two translation interfaces (multilingual access) due in December
- D6.1 – Personalised translation Interface delivery report (M12)

15:50 – 16:10 Coffee Break

16:10 – 16:40 WP7 – IMI
Main topics:
- Using Methodology of Testing and Validating (D7.1) to get the Reliable Evaluation Report

16.40 – 17.30 WP8 – BNE
Main topics:
- Dissemination plan and strategy (BNE), plans for the near future
- Work done so far
- Contribution needed from the partners
- Webpage – providing actual content
- Workshops – goals, agenda, schedule?
- ENRICH Conference – starting discussion about its concept, date, venue, main topics, invited speakers…

Note: In case WP2 and WP3 would need more detailed discussion, WP8 will be postponed to the second day.

Tuesday, 23rd of September, 2008

9.00 – 12.00
9.00: Arrival of the partners, welcome coffee

Project management and reporting
Prepare partners for the submission of financial, administrative and technical reports in M10 and M12
Continue WP sessions chaired by WP leaders

9:00 – 10:15 Project Management, WP1 (CCP, NKP)
Main topics:
- Progress report, Financial reports of M10
- What to submit, what to take care of
- Spending of resources – *notes from partners*
- Reallocations of MM
- Amendments in time schedule, relations and dependencies between tasks
- Next meeting M13 – After submission of annual reports – all participants December 2008 (Paris)

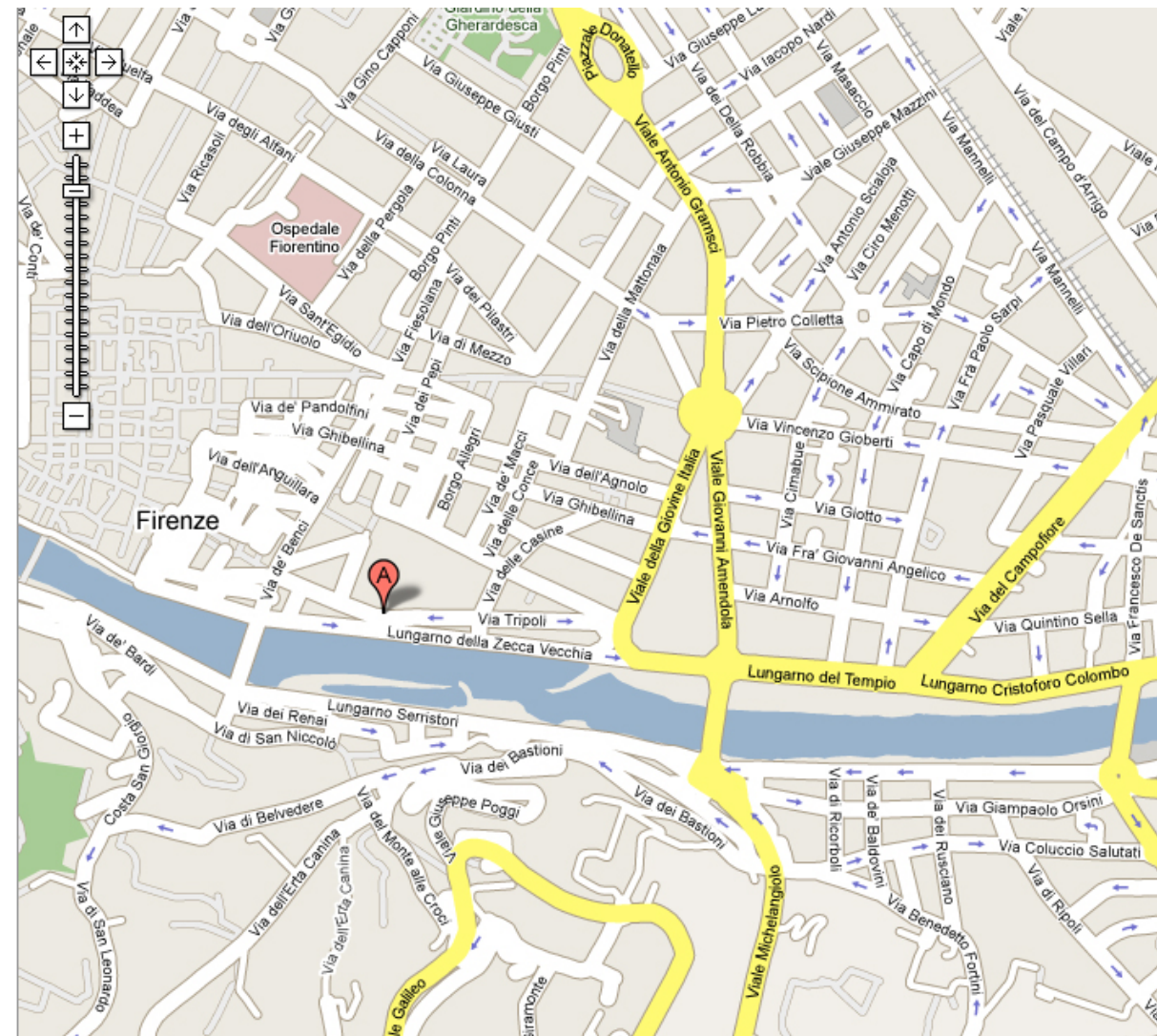**10.15 – 10.30 Coffee break**

10.30 – 11.30 Remaining issues
Main topics:
- Summarising the decisions taken, tasks of the next 3 months
- Questions, problems of partners
- Issues raised during the meeting
- Communication channels

ENRICH meeting 22-23 September, 2008 Florence, Italy
Venue

Biblioteca Nazionale Centrale
Piazza dei Cavalleggeri, 1
Florence

For hotels nearby you can check: http://www.firenze.net/

From Florence airport to the city center you can take a bus (ticket €4.50)
http://www.ataf.net/Template/DetailLinee.aspx?LN=en-US&idC=180&Linea=Volainbus&idC_L=710