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### Technical Assistance for Turkey in Horizon 2020 Phase-II

EuropeAid/139098/IH/SER/TR

<b>Turkey in Horizon 2020 Phase II</b>			
<b>3<sup>rd</sup> Information Multipliers Training (Workshop) – Project Management in Horizon 2020</b>			
<b>Agenda</b>			
Date	21-22 Jan 2020	Time	09:00-17:00
Venue	Limak Ambassadors Hotel		
Address	Gaziosmanpaşa Mahallesi, Boğaz Sk. No:19, 06700 Çankaya/Ankara		
<b>Content</b>			
<b>Day 1: 21<sup>st</sup> Jan 2020</b>			
09:00-09:30	Registration - Networking		
09:30 – 09:45	Welcome Message by TUBITAK		
09:45-10:00	Introduction to the training by Team Leader, Aleksander Bakowski		
<b>Preliminary Session - The revised Information Multiplier platform: How can IMS benefit? chaired by Grigoris Chatzikostas (Training Coordinator)</b>			
10:00 – 10:30	The new IMS Platform – Concrete services and value for IMS – New content	Odysseas Spyroglou, IPR and Legal Expert, All	
<b>Session 1 – General Principles and methodological framework of H2020 chaired by Grigoris Chatzikostas (Training Coordinator)</b>			
10:30 - 11:15	<ul style="list-style-type: none"><li>Project Management definitions and methodological framework</li><li>Relevance for H2020 in various stages of the project lifecycle, from ideation to closure.</li></ul>	Odysseas Spyroglou, IPR and Legal Expert	
11:15 - 11:30	Coffee Break - Networking		
<b>Session 2 - Project Management in H2020 before the project starts, (Chaired by Grigoris Chatzikostas - Training Coordinator)</b>			
11:30 - 12:30	Management of H2020 proposal development: Proposal writing as a project	Grigoris Chatzikostas (Training Coordinator)	
	Contract Management, including NDAs	Odysseas Spyroglou, IPR and Legal Expert	
13:00 - 14:00	Lunch - Networking		
14:00 - 15:45	Group-work on defining a workplan (inc. critical path, milestones, deliverables etc) – different cases according to groups	All, expert support	

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15:45 - 16:00	Coffee break - Networking	
16:00 - 17:00	Presentation to whole class of elaborated Workplan by participants	Representatives from groups, Expert Evaluation
<b>Day 2: 22<sup>nd</sup> Jan 2020</b>		
09:00-09:30	Welcome – Networking	
<b>Session 3 - Project Management in Horizon 2020 during project implementation, chaired by Grigoris Chatzikostas</b>		
09:30 – 10:15	Management of H2020 projects from Kick off meeting to closure	Grigoris Chatzikostas (Training Coordinator)
10:15 – 11:00	Financial Management of H2020 projects	Odysseas Spyroglou, IPR and Legal Expert
11:00 - 11:15	Coffee break - Networking	
11:15 - 12:15	Group-work on defining a post project exploitation plan – different cases according to groups	Hands-on Practice, All participants – Work in Groups, supported by Experts
12:15 - 13:00	Presentation to whole class of each elaborated Project Monitoring plan strategy	Representatives from groups, Expert Evaluation
13:00 - 14:00	Lunch	
<b>Session 4 - The Turkish specificities in managing H2020 projects, chaired by Grigoris Chatzikostas (Training Coordinator)</b>		
14:00 - 14:45	Specificities of H2020 administrative and financial management according to the Turkish legal and operational framework	G. Firat Gedikli, NCP for Legal and Financial matters
14:45 - 15:00	<ul style="list-style-type: none"><li>Sharing experience of NGO</li></ul>	Zeynep SOFUOĞLU
15:00 - 15:15	<ul style="list-style-type: none"><li>Sharing experience of TTO</li></ul>	Ebru BAŞAK AKÖZ
15:15 – 15:30	<ul style="list-style-type: none"><li>Sharing experience of Company</li></ul>	Emrah KINAV (tbc)
15:30 - 15:45	Coffee Break - Networking	
<b>Session 5 - Recapitulation of previous IMS trainings and plans for the future, chaired by Grigoris Chatzikostas (Training Coordinator)</b>		
15:45 - 16:45	<ul style="list-style-type: none"><li>Previous IMS trainings</li><li>Plans for the future</li></ul>	Grigoris Chatzikostas, Aleksander Bakowski, All participants
16:45 - 17:00	<ul style="list-style-type: none"><li>Self-Assessment and Training Evaluation</li></ul>	Grigoris Chatzikostas, All participants

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