



TeamPlay Kick-off Meeting **Inria, Rennes – France** **30 – 31 January 2018**

Tuesday 30 Jan. 2018:

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- 1) 12:00-14:00 Lunch at Inria
- 2) 14:00-14:30 Introduction: TeamPlay
30 min
Overall picture, partners and WPs.
By coordinator.
- 3) 14:30-16:00 Tour de table
Introduction of each partner institution/team + individual people
11x8 min = 88 min (1:28)
- 4) 16:00-16:30 Break
- 5) 16:30-17:40 Presentation of each WP
7x10 min = 70 min (1:10)
WP summary, deliverables.
By WP leaders.
- 6) 17:40-18:00: Deliverable schedule, rules and reporting
20 min
Scientific, financial, time sheets, etc.
By coordinator.
- 7) 18:00-18:30 Meeting schedule.
30 min
EU meetings. TeamPlay meetings. WP-specific meetings.
Decide dates, organizing partner, tentative place or remote tool (at least for 2018).
- 8) 19:30: Dinner
Crêperie Saint-Cornely (traditional crêpes and galettes from Brittany)

Wednesday 31 Jan. 2018:

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- 9) 9:00-9:45 Overview of deliverables for the first 18 months.



22 deliverables x 2 min = 44 min

Form, contents, organization.

By deliverable leaders

10) 9:45-10:15 Infrastructure / Quick and early deliverables

30 min

D7.1 D7.2 Mailing lists (Inria)

D7.3 Internal Software Repository/Tools (Inria)

Logo (SDU)

D6.1 Press release (SDU)

D6.2 D6.3 Public / Internal Web sites (SDU)

11) 10:15-11:00 Initial work on larger deliverables for the first 6 months (T0+1 to T0+6):

45 min

D5.1 Report on early requirements analysis results (TAS-E)

D6.4 Data management plan (SDU)

All, lead by deliverable leaders.

11:00-11:30: Break

11:30-12:30 (continued)

Initial work on larger deliverables for the first 6 months (T0+1 to T0+6):

60 min

D5.1 Report on early requirements analysis results (TAS-E)

D6.4 Data management plan (SDU)

All, lead by deliverable leaders.

12:30-12:35: Wrap-up, rules, by coordinator.

5 min.

12:35-13:30: Lunch at Inria