

# Agenda NanoTOES M27 meeting

**Norway, January 17-19 2013**

**Location:** On 17 January, Rica Hotel Bodø, Sjogata 23, 8006 Bodø

On 18-19 January, Hurtigruten ship, Bodø- Bergen

## Day 1 –Thursday 17<sup>th</sup> January, 2013

- 9:00 – 11:00            **Opening session** Chair Albert Duschl
- 9:00 –9:20             Albert Duschl: Welcome and project progress report  
Status of financial reporting
- 9:20– 9.50             Cecilia Lopez: Update on the website structure and functionalities  
Cecilia will host an open office throughout the meeting – everybody should have a 1 to 1 session with her to get familiar with the web tools
- 9:50 – 10:30           WP Leader updates(WP1-WP4, 10 min each)
- 10:30 – 12:30         **Session 1** Chairs: Syed Abdul Qadir Shah and Linda Stöhr
- 10:30 – 11:10         Matthew Boyles – PLUS
- 11:10 – 11:50         Anna Huk – NILU
- 11:50 – 12:30         Murali Kumarasamy - IEM-HAS
- 12:30 – 14:00         Lunch**
- Presentations are 30 minutes plus 10 minutes discussion. The fellows will talk this time in alphabetical order. Chairs were selected at random.*
- 14:00 – 16:00         **Session 2** Chairs: Jiayuan Zhao and Yang Li
- 14:00 – 14:40         Emilia Izak – Bayer
- 14:40 – 15:20         Yang Li – CNR
- 15:20 – 16:00         Bogumila Reidy - UCD
- 16:00 – 16:20         **Break**
- 16:20 – 18:00         SB-PI meeting, followed by MC meeting
- 20:00                    Dinner**

**Boarding of ship: 18<sup>th</sup> January, 02:00 (maybe possible earlier)**

9:00 – 11:00	<b>Session 3</b> Chairs Anna Huk and MuraliKumarasamy
9:00 – 9:40	Paul Schlinkert - PLUS
9:40 – 10:20	Carolin Schultz –NERC
10:20 – 11:00	Syed Abdul Qadir Shah–Fraunhofer
11:00 – 14:00	<b>Lunch and free time</b>
14:00 – 15:00	<b>Invited talk</b> Chair: Emilia Madarasz Martin Himly, PLUS: How to write and publish a scientific paper
15:00 – 15:20	<b>Coffee break</b>
15:20 – 18:00	<b>Session 4</b> Chairs Paul Schlinkert and Carolin Schulz
15:20–16:00	Linda Stoehr – Grimm
16:00 – 16:40	Ngoc Thi Thanh Tran – ICN
16:40 – 17:20	Mun Li Yam – AvantiCell
17:20 – 18:00	Jiayuan Zhao – IST
18:00 – 18:10	<b>Break</b>
18:10 – 19:40	PI meeting to assess the fellows' talks.
20:00	<b>Dinner</b>

- 9:00 – 11:00            **Feedback session** Chair Claus Svendsen
- PIs will discuss with fellows the fellow's talks and explain their assessment.
- Note that this will be exclusively on the technical aspects of the talks. The scientific discussions have taken place right after the talks.*
- 11:00 – 14:00            **Lunch and free time**
- 14:00 – 16:00            **Communication session** Chair Victor Puentes
- 14:00 – 15:00            Cecilia Lopez: Feedback on the Open Office. Frequently asked questions, pitfalls, new ideas
- 15:00 – 16:00            Albert Duschl: "Dissemination" – the perspective of the European Commission and the perspective of the fellows
- 16:00 – 16:30            **Coffee break**
- 16:30 – 18:30            **Outlook session** Chair Maria Dusinska
- Open discussion about the publications strategies presented by fellows: What can be learned, what can be improved?
- Preparing for the next meeting at Wallingford, any open business.
- 18:30                      End of meeting program, followed by Dinner**

The ship will arrive at Bergen on the next day.

*Please note: Since this will be an unusual location and we have complicated logistics, we need to be particularly flexible concerning our time schedule. We have, however, enough time to cover all the issues on the agenda.*

*We have booked two coffee breaks per day. For the morning session we will not break but have coffee as we go along. In the afternoon we will have a coffee break with cake.*

The talks of the fellows have to be rated by all PIs. Please assess all talks by the following criteria with grades from 1 (fully agree) to 5 (fully disagree). All PI will rate all talks.

- 1) The talk engaged the interest of its audience
- 2) The scientific background was well explained
- 3) The scientific data were well explained and interpreted
- 4) The outlook regarding future experiments and publication plans was well explained
- 5) The slides were well designed and readable
- 6) The speaker talked neither too slow nor too fast, and with appropriate loudness
- 7) The speaker gave the impression to be comfortable with the situation
- 8) The speaker kept within time
- 9) The English was well understandable
- 10) The Question & Answer section was well handled
- 11) Summary question: I would without hesitation recommend the speaker for giving a presentation at a major international event

Note to fellows: If you are not doing well in criterion number 1, you can pretty much forget about the rest. The key issue for every talk is that you should be excited by your subject and need to transmit this excitement to the audience.

<b>Referee:</b>
<b>Fellow:</b>

My grades for each question:

1 = fully agree

2 = mostly agree

3 = neutral

4 = mostly disagree

5 = fully disagree

	<b>Question</b>	My grade
1	The talk engaged the interest of its audience	
2	The scientific background was well explained	
3	The scientific data were well explained and interpreted	
4	The outlook regarding future experiments and publication plans was well explained	
5	The slides were well designed and readable	
6	The slides were well designed and readable	
7	The speaker gave the impression to be comfortable with the situation	
8	The speaker kept within time	
9	The English was well understandable	
10	The Question & Answer section was well handled	
11	Summary question: I would without hesitation recommend the speaker for giving a presentation at a major international event	
	<b>My Overall Grade</b>	

Remarks, in particular suggestions for the fellow: