




PortForward

7th Project Management Meeting

Date: November 10-11, 2021

Venue: MARTE / Università Parthenope
Villa Doria d'Angri, Via Franc. Petrarca 80, 80123 Naples

DRAFT Agenda

Day 1

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|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| Wednesday Nov 10, 2021 | Project Management + Use Cases | |
| 09.00 – 09.15 a.m. | Arrival | |
| 09.15 a.m. | Welcome + Opening of Project Management Meeting | MARTE + IFF |
| 09.30 a.m. | Project Management <ul style="list-style-type: none"> • Project Timeline • Risk Management • Next Meetings | IFF |
| 10.15 a.m. | Planning of Deliverables (1/2) <ul style="list-style-type: none"> • Responsibilities • Structure • Required Inputs • Time Planning | all |
| 11.00 a.m. | Health Break | |
| 11.15 a.m. | Planning of Deliverables (2/2) <ul style="list-style-type: none"> • Responsibilities • Structure • Required Inputs • Time Planning | all |



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| 12.00 a.m. | Use Cases – Status Review <ul style="list-style-type: none"> • Status of Use Case Development and Implementation • Time Plan • Use of Cloud Platform + Dashboard ➔ UC1 – UC3 | all |
| 01.00 p.m. | Business Lunch | |
| 02.00 p.m. | Use Cases – Status Review <ul style="list-style-type: none"> • Status of Use Case Development and Implementation • Time Plan • Use of Cloud Platform + Dashboard ➔ UC4 – UC7 | all |
| 03.30 p.m. | Health Break | |
| 03.45 p.m. | Use Cases – Status Review <ul style="list-style-type: none"> • Status of Use Case Development and Implementation • Time Plan • Use of Cloud Platform + Dashboard ➔ UC8 – UC10 | all |
| 04.45 p.m. | Summary / Feedback | all |
| 05.00 p.m. | End of Day 1 | |
| 08.30 p.m. | Joint Dinner At Fresco Trattoria Pizzeria address Via Partenope 8 | |



Day 2

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| Thursday Nov 11, 2021 | | Exploitation, Dissemination, Demonstration |
| 09.00 a.m. | Recap and perspectives for the day | IFF |
| 09.15 a.m. | Exploitation Strategies (1/2) <ul style="list-style-type: none"> • Potentials for future Collaboration and Funding • Individual Strategies for single Services | all |
| 10.30 a.m. | Health break | |
| 10.45 a.m. | Exploitation Strategies (1/2) <ul style="list-style-type: none"> • Exploitation of overall PortForward Platform <ul style="list-style-type: none"> ○ Required Efforts to enable Exploitation of Platform ○ Willingness of Partners to participate | all |
| 12.30 p.m. | Business Lunch | |
| 01.30 p.m. | Dissemination <ul style="list-style-type: none"> • Status • Upcoming Events • Planning of further Formats and Events | CORE |
| 02.30 p.m. | Demonstration <ul style="list-style-type: none"> • Expectations of PO concerning final Demonstration • Impressions from Sister Projects • Discussion of potential Formats • Decision on prioritised Option + Back-Up Option | IFF + all |
| 03.30 p.m. | Health Break | |
| 03.45 p.m. | Discussion of open Issues + AOB | all |
| 04.30 p.m. | Closing of Meeting | MARTE + IFF |
| 05.00 p.m. | End of Day 2 | |

