



## CONSORTIUM F2F-2 AGENDA

22<sup>ND</sup> & 23<sup>RD</sup> MAY 2018, PISA

**Venue:** Department of Computer Science, University of Pisa, Largo B. Pontecorvo, 3, 56127 Pisa

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### Goals:

- To conduct in-depth discussions on the project pilots;
- To conduct in-depth discussions on the platform and toolboxes;
- To communicate contributions and expectations from each partner;
- To convey the Ethics frameworks in effect;
- To increase project dissemination activities;
- To discuss management activities and critical milestones;
- To agree on action plan for next 8 months per working group and for whole project.

## HIGHLEVEL OVERVIEW

TUESDAY 22<sup>ND</sup> MAY 2018

FULL DAY 09:00 – 18:00

Partners Workshop (WP1), Ethics Committee, M6&8 Deliverables, Liaison Activities (WP6), Dissemination Activities (WP7)

EVENING 18:00 – 21:30

Dinner

WEDNESDAY 23<sup>RD</sup> MAY 2018

$\frac{3}{4}$  DAY 09:00 – 16:00

WP2-4 (System and Toolboxes) Discussions, Project Management

THURSDAY 25<sup>TH</sup> MAY 2018<sup>1</sup>

FULL DAY: 09:00 – 17:00

WP5 Workshop (FRHF)

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<sup>1</sup> Unless your presence has been requested by the WP5 leaders, Day 3 is optional

**CONSORTIUM F2F-2 MEETING (DAY 1)**

TUESDAY 22<sup>ND</sup> MAY 2018

**FULL DAY SESSION**

	<b>09:00 – 09:30</b>	Welcome and Partners (SIS+PAP) Introduction	Ibad Kureshi (ILS)
	<b>09:30 – 10:00</b>	Project Overview and Status	Yannis Theodoridis (UPRC), Ibad Kureshi (ILS)
<b>WP1 Workshop [Angelos Liapis (KT)]</b>	<b>10:00 – 10:30</b>	BMDI Toolbox (overview)	Marios Logothetis (INTRA)
	<b>10:30 – 11:00</b>	BDP Toolbox (overview)	Christos Doulkeridis (UPRC)
	<b>11:00 – 11:15</b>	Coffee Break	
	<b>11:15 – 11:45</b>	BDA Toolbox (overview)	Mirco Nanni (CNR)
	<b>11:45 – 12:15</b>	CER Toolbox (overview)	Nikos(NCSR)/Nicolas(UPMC)
	<b>12:15 – 12:45</b>	VA Toolbox (overview)	Gennady Andrienko (FRHF)
	<b>12:45 – 13:30</b>	Lunch Break	
	<b>13:30 – 14:00</b>	Pilot 3: Fleet Management (recap)	George Kaptis (ZEL)
	<b>14:00 – 14:30</b>	Pilot 1: Insurance Sector (recap)	Fabio Menichetti (SIS)
	<b>14:30 – 15:00</b>	Pilot 2: Healthcare Service (recap)	Ian Smith (PAP)
	<b>15:00 – 15:15</b>	Coffee Break	
	<b>15:15 – 16:45</b>	Structured Brainstorming Activity	Theodora + Ioanna (KT)
	<b>16:45 – 17:15</b>	Short Presentations based on Brainstorming	All
		<b>17:15 – 17:30</b>	Liaison Activities (H2020 Lighthouse)
	<b>17:30 – 18:00</b>	WP7 Dissemination Activities	Luk Knapen (UHASSELT)

**DINNER**

**19:30 – 21:30** Dinner

## CONSORTIUM F2F-2 MEETING (DAY 2)

WEDNESDAY 23<sup>RD</sup> MAY 2018

### MORNING SESSION

<b>09:00 – 10:00</b>	BDMI Toolbox – (WP2)	Marios Logothetis (INTRA)
<b>10:00 – 11:00</b>	BDP Toolbox – (WP3)	Christos Doulkeridis (UPRC)
<b>11:00 – 11:15</b>	Coffee Break	
<b>11:15 – 12:30</b>	BDA Toolbox – (WP4)	Micro Nanni (CNR)
	CER Toolbox – (WP4)	Nikos(NCSR)/Nicolas(UPMC)
<b>12:30 – 13:30</b>	Light Lunch	
<b>13:30 – 14:30</b>	VA Toolbox – (WP5)	Gennady Andrienko (FRHF)
<b>14:30 – 14:45</b>	Ethics Committee Introduction + Processes	Vagelis Papakonstantinou Richa Kumar
<b>14:45 – 15:15</b>	M6/M8 Deliverable Discussions	Ibad Kureshi (ILS)
<b>15:15 – 15:30</b>	Project Management	Ibad Kureshi (ILS)
<b>15:30 – 16:00</b>	6 Month Plan + Closing	Yannis Theodoridis (UPRC)
	<b>END OF MEETING</b>	

## CONSORTIUM F2F-2 MEETING (DAY 3)

THURSDAY 25<sup>TH</sup> FEBRUARY 2018

### WP5 – WORKSHOP 09:00 – 17:00

Please refer to communications on the WP5 mailing list from Gennady Andrienko (FRHF). All agendas and attendance will be communicated there. *UNLESS YOUR PRESENCE REQUESTED THIS SESSION IS OPTIONAL.*

For the Workshop, representatives of Pilots and Toolboxes are expected. Any end user or other stakeholder is welcome to join.

#### **What should be included in the presentation**

#### **Before the workshop**

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#### WORKSHOP STRUCTURE

The focus will be on:

- What needs to be developed,
- Which are the data analysis methodologies that should be used to provide the added value we wish for,
- What is the input of each toolbox to each one of the pilots
- Which are the parts that should be combined to build the service ,
- Who is responsible for each one of them,
- Do we meet the initial requirements of the project concerning big data etc.

During the brainstorming session

Different pilots and toolboxes will be sited together and a brainstorming session will follow in order to identify what we would like to extract in terms of requirements and next steps.

- A 20-30-minutes description/goal setting per toolbox and pilot will open the discussion,
- Each partner will have 10 minutes individually in designing the next steps,
  - pilot partners define how according to their needs could the toolboxes be exploited,
  - Toolboxes define what could be offered to each pilot.
- Then all partners will express their opinions, per pilot. (20 minutes in total)
- A round-table discussion will follow in order to specify each toolbox involvement per pilot to meet the final goal.
- For each pilot specify in high level
  - Data needs
  - Infrastructure needs
  - design the interview and stakeholders engagement strategy (each partner will declare who is going to bring in, how many interviews is targeting, etc.),

- Then an open presentation of what was discussed and designed will take place involving all pilots

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## WHAT TO INCLUDE IN THE PRESENTATION

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### PILOTS

- The As-is scenario
- The problem/issue. What do we need to improve through Track & Know project?
- The “To-Be” scenario
- The available data sets (define Columns, size)
- Which are the main stakeholders

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### TOOLBOXES

- A high-level description of what the toolbox can provide (pilot friendly description as it was described)
- Which are the services that can be provided
- If it has been already exploited in other services, please provide some examples (screenshots if available) in order to understand the output and the added value.
- In which other sectors the toolboxes have been used
- Which are the minimum data needs in order to provide an appropriate service level

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## BEFORE THE WORKSHOP

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### PILOTS

- What are the available data sets,
- Which are the external data sources that could add value,
- External stakeholders they would like to engage with,
- Define services that could be developed and would add value to your business,
- Provide input to the form if not yet done  
[https://docs.google.com/document/d/1VSXnGDJK9UMXpwgeeuuRYKJRB9\\_0x5a7-UBknUQKaiw/edit#](https://docs.google.com/document/d/1VSXnGDJK9UMXpwgeeuuRYKJRB9_0x5a7-UBknUQKaiw/edit#)

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### TOOLBOXES

- What is the current state of the toolbox,
- What service can be provided,
- What kind of data do we need (structure, volume etc),
- Are there any other cases- sectors that the toolbox has been used,
- Infrastructure needs (are there any),
- A Form to gather all the information will be shared with Toolbox providers,
- What other kind of information and specifications (technical or not) do they need

An extended summary of all the information will be combined and shared with all the pilots and toolboxes providers before the workshop in order to have the time to understand and collect questions and clarifications needs.

#### M6-8 DELIVERABLES

Discussions on D1.1, D1.3, D6.1 (may not be needed due to WP1 workshop), d7.4, D8.3, D9.1 (stemming from Ethics Panel call)

#### PROJECT MANAGEMENT

- Reporting Procedures for:
  - M6 financial reports
  - Gender and Activity reports for EU Continuous Reporting
- Next Meeting Dates and Venue