

AGENDA OF THE COURSE

<i>Preparatory activities</i>	
<i>One month before the course</i>	Preparation of the preparatory exercise – Shaping a ‘research idea’ to a ‘research proposal’
Preparatory Exercise: Shaping a ‘research idea’ to a ‘research proposal’ - namely outline the research idea and ‘map’ it to a Topic/Objective of an FP7 workprogramme addressing the research challenges/orientation of the Topic/Objective.	

Day 1 – Monday, 17 September 2012	
10:00 – 11:30	<ul style="list-style-type: none"> ✓ Overview of the course ✓ FP7 funding opportunities (workprogrammes relevant to the trainees’ ideas) ✓ What is research proposal? ✓ Proposal submission and evaluation procedure
11:30 – 12:00	<i>Coffee break</i>
12:00 – 13:30	<ul style="list-style-type: none"> ✓ Presentation of each team’s preparatory exercise ✓ Open discussion on ‘mapping’ the ideas to the (targeted) FP7 Theme (workprogramme) ✓ How to prepare the proposal abstract?
<i>Rest of the day</i>	<i>Preparation of Assignment 1</i>
Assignment 1: “Proposal abstract” – prepare an overview of the proposal idea/concept, expected outcomes, relevance to the Call, potential partners (type of organisations, expertise needed, roles, etc) and work breakdown.	

Day 2 – Tuesday, 18 September 2012	
10:00 – 11:30	Presentation of the assignment 1 and open discussion/comments from the trainers.
11:30 – 12:00	<i>Coffee break</i>
12:00 – 13:30	<ul style="list-style-type: none"> ✓ Presentation of the proposal sections: <ul style="list-style-type: none"> • 1.1 “Aim and objectives” • 1.2 “Progress beyond state-of-the-art” ✓ Tips on how to prepare these sections.
<i>Rest of the day</i>	<i>Preparation of Assignment 2</i>
Assignment 2: “Concept, objectives and progress beyond the state-of-the-art”	
<i>Evaluation criteria addressed: 1. S/T QUALITY - “Scientific and/or technological excellence (relevant to the topics addressed by the call)”:</i>	
<ul style="list-style-type: none"> 1.1 Soundness of concept, and quality of objectives 1.2 Progress beyond the state-of-the-art 	

Day 3 – Wednesday, 19 September 2012	
10:00 – 11:30	Presentation of the assignment 2 and open discussion/comments from the trainers.
11:30 – 12:00	<i>Coffee break</i>
12:00 – 13:30	<ul style="list-style-type: none"> ✓ Presentation of the proposal section 1.3: <ul style="list-style-type: none"> • “Scientific and Technological methodology and associated work plan” (e.g. tasks to be carried out, expected outcome of each task) ✓ Tips of how to prepare this section.

<i>Rest of the day</i>	<i>Preparation of Assignment 3</i>
Assignment 3: "Methodology and work plan"	
<i>Evaluation criterion addressed: 1. S/T QUALITY - "Scientific and/or technological excellence (relevant to the topics addressed by the call)":</i>	
<i>1.3 Quality and effectiveness of the S/T methodology and associated work plan</i>	

Day 4 – Thursday, 20 September 2012	
10:00 – 11:30	Presentation of the assignment 3 and open discussion/comments from the trainers.
11:30 – 12:00	Coffee break
12:00 - 13:30	<ul style="list-style-type: none"> ✓ Presentation of the proposal section 2.2 "Individual participants" ✓ Tips of how to prepare this section.
<i>Rest of the day</i>	<i>Preparation of Assignment 4</i>
Assignment 4: "Project consortium"	
<i>Evaluation criterion(a) addressed:</i>	
<i>2. IMPLEMENTATION - "Quality and efficiency of the implementation and the management":</i>	
<i>2.2 Quality and relevant experience of the individual participants</i>	

Day 5 – Friday, 21 September 2012	
10:00 – 11:30	Presentation of the assignment 4 and open discussion/comments from the trainers.
11:30 – 12:00	Coffee break
12:00 - 13:30	<ul style="list-style-type: none"> ✓ What happens next? ✓ Networking tips ✓ Intellectual Property Rights ✓ Overall assessment of the course and further support needs
13:30	<i>End of the course</i>

