

1. General Meeting Agenda

Date: 13-14.2.2020

Location: Bartenbach GmbH, Rinner Straße 14, 6071 Aldrans

Objectives:	<ol style="list-style-type: none"> 1. Welcome 2. Training Activities 3. Deliverable preparation 4. Trial planning 5. Management, administrative and financial aspects
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Day 1 – Thursday 13 February 2020		
Starting Time	Topic	Presented / moderated by
9:00	Welcome	Bartenbach
9:15	Agenda, objectives of the meeting	CNR
9:30	Analysis and discussion of comments of reviewers of second review	CNR/All partners
10:00	Training on mini mental state examination and other user questionnaire to use in the trials	FSL/All Partners
11:00	Coffee break	
11:30	Training on rule editor	CNR/All partners
12:15	Training on kwido application and use of tablet	Ideable/ All partners
13:00	Lunch	
14:00	Training on Great luminaire and other Lights How do we want to use personalizable lights?	Bartenbach/ All partners
14:45	Training on monitoring applications visualizing data from sensors and rules created and triggered	CNR/All partners
15:30	Coffee break	

16:00	Trials in Austria	Bartenbach
16:30	Trials in Bucharest	ANA
17:00	Trials in Roma	FSL
17:30	Trials in Bolzano	Apollis
18.00	End of meeting	

19:30 Social Dinner Kulturgasthaus Bierstindl
Klostergasse 6, 6020 Innsbruck
<https://www.bierstindl.eu/>

Day 2 –Friday 14 February 2020		
Starting Time	Topic	Presented / moderated by
9:00	Use of Alexa in the Trials	CNR / All Partners
9:30	Criteria to consider for Field Trial Effectiveness and Performance Evaluation	ANA / All partners
10.00	Dissemination plans	Apollis / All partners
10:30	Coffee Break	
10:45	Updates in the exploitation plan	Ideable /All partners
11:30	Management (Deliverables and Trials planning ...)	All partners
11:45	Conclusions, future plans, To-Do`s	All partners
12:00	End of meeting	