





Meeting Objectives:

Meeting participants: All GADGET project partners **Meeting responsible:** Rene Wenzel & Lisa Mahajan;

Objectives: The meeting should provide an overview of the project progress so far and of next steps in the project. First results of the ongoing work packages are presented.

Expected Results: Following the meeting it is hoped and expected that:

- partners will have a clear idea of the next steps;
- partners may provide feedback and suggestions to the project results so far and to the next steps;
- all doubts and pending issues (technical and administrative) may be resolved;
- a rapport and working atmosphere between partners can be deepened.





DAY ONE

DATE 07/05/2013			Venue: FH JOANNEUM	
From	То	Duration		
08.30		30'	Pick-up at the Hotel	
9:15	9:30	15'	Welcome Remarks (FHJ, UA)	
9:30	10:00	30'	Presentation of FUNDEUN & IDASA (15mins each)	
10:00	11:30	75'	WP1: First results, pending issues and next steps (FHJ)	
11:30	11.45	30'	COFFEE BREAK	
11:45	13:00	75'	WP2: Introduction and Work plan (UA)	
13:00	14:00	60'	LUNCH BREAK	
14:00	15:30	90	WP6: Dissemination: Dissemination plan, First results and future workplan (newsletters, Gadget Cafes, Facebook)	
15:30	16:30	60'	WP4: Gadget Portal (UA)	
16:30	17:00	30'	Wrap up & QA	
17:30			City Tour	
19:30			Pick up for Dinner	

Video conference via skype with Michelle Grindle on the 7th of May





DAY TWO

DATE 08/05/2013			Venue: FH JOANNEUM
From	То	Duration	
9:00	9:15	15'	Introduction of Austrian QB members (FHJ)
9:15	10:15	60'	WP5: QA (FHJ)
10:15	10:45	30'	GADGET cafe sharing (RUN + FHJ)
10:45	11:30	45'	GADGET website extranet (UA)
11:30	12:00	30'	Coffee break
12:00	13:00	60'	WP7: PM and financial reporting (UA)
13:00	14:00	60'	Discussion (All)
14:00	15:00	60'	LUNCH BREAK
15:00	16:30	90'	Closing and Wrap-up (FHJ & UA)







List of participants:

<u>INSTITUTION</u>	<u>Name</u>
AppleGreen Homes	Alan Wallance
FH Joanneum Gesellschaft mbH (FHJ)	Rene Wenzel, Lisa Mhajan
FUNDEUN	Rafael Lafont
FUNDEUN	Raquel Díaz
IDASA	Gabriel Uribe
Glasgow Caledonian University	Victoria Leyton
Glasgow Caledonian University	Bruce Wood
Gründer- und Servicezentrum Fürstenfeld Ems KG	Jaqueline Egger
Rosendahl GesmbH	Michael Wagner
Scottish Chambers of Commerce (SCC)	Amy Dalrymple
University of Alicante	Spike Tang

