

SMARTWORK 2nd Plenary Meeting

Wednesday 27th & Thursday 28th of November, 2019

Location: Roessingh Research and Development, Roessinghsbleekweg 33b, NL-7522 AH Enschede

Agenda

1st Day - Wednesday 27th of November, 2019

Duration	Topic	Presenter/Moderator
9:30-9:45	Welcome - Agenda Overview	RRD, BYTE
9:45-10:15	SMARTWORK Project Management – WP1 Overview <ul style="list-style-type: none"> ▪ Goals of the meeting. ▪ Deliverables status. ▪ Short summary of the achievements so far and current status. ▪ Management Reporting update. ▪ Workplan overview. ▪ Other issues. 	BYTE
10:15-10:30	WP10 – Ethics requirements <ul style="list-style-type: none"> ▪ Presentation of task requirements, updates and issues ▪ Actions for D10.1, D10.2 and D10.3. 	BYTE
10:30-11:00	SMARTWORK Technical Outcomes – Services Overview <ul style="list-style-type: none"> ▪ Summary of current state of SmartWork technological achievements and outcomes, 1st Technical Meeting outcomes, etc. ▪ Meeting technical objectives and aims. ▪ Mapping of services, names, functionalities, etc. ▪ Technical issues, blocking points, elements for further discussion, etc. 	UPAT
11:00-11:15	Coffee Break	
11:15-11:45	T2.4 – System specifications and architecture <ul style="list-style-type: none"> ▪ Presentation of task outcomes, updates and issues. ▪ Updates from the recent 1st Technical Meeting, impact of work on other technical WPs, related ethical issues, etc. ▪ Current status of T2.4 deliverables and action plan. 	BYTE
11:45-13:00	T2.5 – Elaboration of the intervention strategies <ul style="list-style-type: none"> ▪ Presentation of task outcomes, updates and issues. ▪ Main findings and major points of discussion regarding the initial version of interventions, how these affect the technical work, etc. ▪ Working session on (a) how the interactions are derived, (b) what are the different types of interventions and the different ways of responding, and (c) how the intervention response and outcome would affect the technical progress and behaviour of the system. ▪ Current status of D2.6 deliverable and action plan. 	CAT



13:00-14:00	Lunch Break	
14:00-15:30	Wireframes Walkthrough <ul style="list-style-type: none"> ▪ Presentation of all wireframes related to the different services and tools in an integrated workflow. ▪ Discussion, comments and suggestions regarding the wireframes. ▪ Early piloting evaluation based on the wireframes, action plan, etc. 	RTF-i
15:30-15:45	Coffee Break	
15:45-16:45	WP9: Dissemination & Exploitation <ul style="list-style-type: none"> ▪ Presentation of WP status update, current outcomes, updates and issues. ▪ Current status of deliverable <u>Year 1 Exploitation Report & Business models (D9.3)</u> and action plan. ▪ Current status of deliverable <u>Communication and Dissemination Plan for Year 2 (D9.5)</u> and action plan. ▪ Dissemination outcomes of Year 1 and updated dissemination plan of SmartWork for Year 2. ▪ Action plan / Deadlines / Milestones. ▪ Partners activities. 	ECHalliance
16:45-17:15	T9.3 – Standardization & Concertation activities & Mini-workshop on Standardization and Concertation Activities <ul style="list-style-type: none"> ▪ Using <u>Constellation Analysis Methodology</u> to identify potential links, projects and partners to be included in the planning of these activities. ▪ Presentation of task requirements, current status, updates and issues. ▪ Current status of <u>D9.4 deliverable</u> and action plan. 	CDC
17:15-17:30	Meeting conclusion – Day One <ul style="list-style-type: none"> ▪ Summary of task list and deadlines ▪ Main points for second day 	BYTE
20:00...	Social Event	

2nd Day - Thursday 28th of November, 2019

Duration	Topic	Presenter/Moderator
09:00-09:45	WP3: Unobtrusive Sensing and Low-Level Processing <ul style="list-style-type: none"> ▪ Detailed presentation of latest updates on sensors, related modules, etc., i.e. outcomes of <u>D3.1 deliverable</u>. ▪ Technical decisions related to the sensor network and how the pilots and trials are affected. ▪ Action plan for the following period regarding the <u>1st version of the Unobtrusive Sensor Network (D3.2)</u>, deliverable status, etc. 	SPARKS
09:45-10:30	WP4: Data-driven modelling and AI tools for decision support	UPAT



	<ul style="list-style-type: none"> ▪ Detailed presentation of latest updates on AI, models, interventions, related modules, etc. ▪ Current status, bottlenecks, progress issues related to this WP. ▪ Action plan for the following period regarding the upcoming deliverables, status, etc. 	
10:30-11:00	Data Models, Profiles, Databases and Interventions <ul style="list-style-type: none"> ▪ Dedicated session on the data models, databases, profiles and how these are affected by the integration with WP3, WP5, and WP6. ▪ Discussion on the technical implications of interventions towards WP4, modelling, etc. 	UPAT
11:00-11:15	Coffee Break	
11:15-12:00	WP5: Ubiquitous Workplace and Accessible Personalized Interaction Interfaces <ul style="list-style-type: none"> ▪ Detailed presentation of latest updates on GP11, related modules, etc. ▪ Current status, bottlenecks, progress issues related to this WP. ▪ Action plan for the following period regarding the upcoming deliverables, status, etc. 	RtF-I
12:00-12:45	WP6: Work Flexibility Tools and on-Demand Training <ul style="list-style-type: none"> ▪ Detailed presentation of latest updates on proposed work management and training modules, etc. ▪ Update on solutions for these tools, utilization of the tools from the pilot sites, etc. ▪ Current status, bottlenecks, progress issues related to this WP. ▪ Action plan for the following period regarding the upcoming deliverables, status, etc. 	BYTE
12:45-13:15	Open Discussion on Field Trials <ul style="list-style-type: none"> ▪ Initial discussion on: Inclusion, evaluation framework, organization, technical developments, risks ▪ Issues for consideration raised following the outcomes of the requirements phase. ▪ Restrictions, constraints and requirements for the technical development. 	CDC, CAT (supported by BYTE, UPAT)
13:15-13:30	Meeting conclusion – Day Two (Technical) <ul style="list-style-type: none"> ▪ Technical conclusions and decisions ▪ Overview of plans for next 6 months ▪ Summary of task list and deadlines ▪ Next meeting planning ▪ AOB 	BYTE
13:30-14:30	Lunch Break	
14:30-17:00	Mini-Technical Meeting <ul style="list-style-type: none"> ▪ Dedicated technical meeting discussing the outcomes of the plenary meeting. ▪ How development work is affected in all technical WPs. ▪ Discussing progress and action plan based on the above for the upcoming development, integration and piloting 	ALL technical partners

End of Meeting

