

**Draft agenda: SMARTSANTANDER Kick-off meeting  
SEPTEMBER 08 – 10<sup>th</sup> 2010**

**Venue: PARANINFO DE LA UC (8<sup>th</sup>)  
& BUILDING FOR RESEARCH ON TELECOM (9<sup>th</sup> - 10<sup>th</sup>)  
Santander, SPAIN**

Version 2, 14<sup>th</sup> July 2010.

**Wednesday September 8<sup>th</sup>**

16:00-17:30: Conference press

18:00 – 19:00: Introductions, reminder of project budget and resources, management and administrative procedures (eg. deliverable reviews) (TID and UC)

19:00-19:30: Plenary presentation by TID, UC and CTI on management tools, BSCW server, Wiki, and web-site

21:00: Social event hosted by UC

**Thursday September 9<sup>th</sup>**

09:30 – 13:30: Presentations by WP leaders (WP leaders, 30 minutes each including questions). Coffee break around 11:15

13:30-14:30: Lunch

14:30–15:00: Plenary session to organise WP1, 2, 3, 4 and 5 working groups and allocate corresponding rooms (TID/UC)

15:00–18:00: Workpackage planning for WPs 1, 2, 3, 4 and 5 for first 12 months.

**Friday September 10<sup>th</sup>**

09:30 – 11:30: Presentations from WP1, 2, 3, 4, and 5 on detailed plans (25 mins each)

11:30 – 13:30: Plenary session to align / agree WP plans / co-ordination / deliverables for first 12 months. Agree next steps / actions / next meeting place and date.

13:30-14:30: Lunch

Finish meeting around 15:00.