

## **Agenda MgSafe kick off meeting 6.-7. November 2018 in Hamburg**

Venue: The MADISON Hotel Hamburg

### Tuesday 06.11.2018

12:30 – 12:35 TOP 1: Welcome

12:35 – 13:15 TOP 2: Introduction of the network partners: role of the partner in the network

13:15 – 14:30 TOP 3: General organisational issues:

- Financial Issues
- Management
- Supervisory Board
- Advisory Board
- Dissemination Board

15:00 – 16:30 TOP 4: Scientific issues:

- Materials: who needs what when, Exchange of materials
- General procedures (surgery, cell culture, surfaces, etc.)

16:30 – 18:00 TOP 5: Outreach activities:

- Dissemination
- Web Page Design
- Logo
- MgSafe general slides

### Wednesday 07.11.2018

9:00 – 10:15 TOP 6: Data Management Plan

10:15 – 10:45 TOP 7: Meetings and training events

- Next Meeting: On Board Event: date; Workshop: Introduction to the network; Team building
- Organisation of Workshops
- First Training events

11:15 – 12:50 TOP 8: Recruitment

- Status Recruitment,
- Questions for speed interviews,
- Questions for interviews,
- On site visit
- Exchange of students

12:50 – 13:00 AOB