

# **BESTPRAC WG1/WG2/WG3 Meeting**

## **Preliminary Programme**

**March 11-12, 2019**

**Tallinn University of Technology, Tallinn, Estonia**

### **Monday, March 11, 2019**

- 09:00 **ISEG/SG/COMG joint meeting**  
Participation is restricted to members of Core Group and ISEG/SG/COMG
- 10:00 **Welcome speech from host institution**
- 10:15 **Welcome address & brief overview of what has been done so far in BESTPRAC** (BESTPRAC Vice-Chair, WG1, WG2 and WG3 leaders)
- 10:30 **Beyond BESTPRAC 2.0 - summary from SG/ ISEG/COMG**  
Presentation and discussion (Chair of ISEG, SG, COMG)
- 11:00 Coffee break
- 11:30 **WG1/WG2/WG3 parallel sessions**
- WG1.1 Reinforcing cooperation in R&I along the Quadruple Helix**  
World café discussion on better engagement with government, business & civil sectors – discussion current challenges, experiences and good practices
- WG2.1. Updating the Financial Guide**  
Open issues – if any  
Discussion about content and structure of the Guide
- WG3.1 Technology transfer: focus on spin-off**  
*Presented by Albená Vutsova*
- 12:30 Lunch

- 13:30 **WG1/WG2/WG3 parallel sessions**  
**WG1.2 Preparing for 2021-2027 in R&I**  
Updates of Horizon Europe: missions, requirements, etc.  
Widening: new approach, new requirements, new challenges ahead  
In-depth presentation on Erasmus + from 2021
- WG2.2 Updating the Financial Guide**  
Continuing the discussion about content and structure of the Guide  
Adoption of the Financial Guide
- WG3.2: GDPR: Experiences of universities since the entering into effect of the Regulation; how are universities tackling the practical issues** (continuation to Belgrade meeting) + preparing FAQ document on GDPR  
*Presented by Niina Mikkonen, Martina Jug, Kristin Harðardóttir, Andreas Schmalz and Vladimir Mikic*
- 15:45 Coffee break
- 16:15 **Plenary session: The new Participant Portal (Funding&Tenders) - what's new for research administrators (speaker tbc)**
- 17:30 End of programme

## Tuesday, March 12, 2019

- 09:00 **WG1/WG2/WG3 parallel sessions**  
**WG1.3: [insert your job here] as a centre of the universe: soft skill development**  
Interactive reflection and self-development how to alter your behaviour to get your job done. Focusing on tasks to complete in a better way and share best practices within the groups.
- WG2.3: Cross WGs topics**  
Crosschecking of financial FAQs on BESTPRAC website  
WG2 suggestions about additional cross WGs topics/deliverables
- WG3.3: Impact in H2020 and proposal from: how can a research administrator with legal background provide help? Practical guidance, tips & tricks**  
*Presented by Sarah Dello and Ger Hanley*

10:30 Coffee break

11:00 **Plenary session: The Art of Writing (speaker tbc)**

12:00 Lunch

13:00 **WG1/WG2/WG3 parallel sessions**

**WG1.4 PM Methodology Guide of the European Commission and BESTPRAC Research Support Staff Framework**

Roles, skills, methods, tools, techniques to better manage our projects

Presentation on the RSS

Workshop to ease its integration into everyday work

**WG 2.4. Cross WGs topics**

Coordinator`s Survival Kit – subgroups will discuss about the form, content and main goal and objectives of the entire document. The leader of each subgroup will present conclusion of the subgroup. WG2 will summarize the opinions and agree upon position and task distribution within the group. The main goal will be to take the position of the WG2 with respect to others WGs in the BESTPRAC.

**WG2.4.1. Topics for the next WG2 meeting**

**WG3.4 Synergies between H2020 and other European funded projects**

Presented by Miriam Ryan, Natasa Jakominic Marot and Cătălin Marius Radu

14:30 Coffee break

15:00 **Pick and choose parallel sessions**

**Coordinator`s Survival Kit as one of the cross WGs deliverables**

WG2 will propose the form, content and main goal and objectives of this document. Each WG should delegate at least one representative for a discussion about writing the Survival Kit as one of the deliverables.

16:30 **Summing-up session of all working groups & Closing of meeting**

17:00 End of programme