

FP6 Project Management Best Practice Up Date

Cambridge 20 July 2006

- 09.00 – 09.30** **Registration and coffee**
- 09.30 – 09.40** **Welcome and Introductions**
- 09.40 – 10.10** **Commission Expectations** Overview of the Commission requirements on FP6 Project Management
John Stringer
- 10.10 - 10.50** **Structuring the Project** An in-depth review of how FP6 projects can be organised to ensure that they produce optimal results. The adaptation of existing management structures to take account of the lessons learned from the implementation of FP6 projects to date.
Simon Walker
- 10.50 – 11.10** **Coffee Break**
- 11.10 – 11.50** **Managing Problems and Risks** The common problems and issues that may arise in the management of FP6 projects, such as non-performing partners, cultural awareness, conflict resolution, team building & personnel matters. Case study examples will illustrate best practice in dealing with these problems.
John Stringer
- 11.50 – 12.30** **Intellectual Property Rights and Knowledge Management** Common difficulties and their resolution in access rights, publication and dissemination, confidentiality agreements and protection.
Simon Walker
- 12.30 – 13.30** **Lunch**
- 13.30 - 14.00** **Interactive session and discussion**
- 14.00 – 14.40** **The Consortium Agreement and Operating Procedures** The key elements of the Consortium Agreement and how this can be strengthened by internal management procedures.
John Stringer
- 14.40 – 15.00** **Coffee Break**
- 15.00 - 15.45** **Dealing with the Commission** This will cover the main EU reporting and review requirements as well as giving guidance on developing a long-term, successful relationship with the Commission. The management of amendments or changes required by the Commission following the annual review.
Simon Walker
- 15.45 – 16.20** **Practical Tips** Mini presentations giving practical advice on developing a dissemination and communication strategy, working with SMEs, sources of information and guidance on project management, use of consultants
Simon Walker & John Stringer
- 16.20- 16.30** **Concluding remarks and close of the seminar**

ONE-DAY WORKSHOP

Cambridge, UK
20 July 2006

Walker Associates, Cambridge, in collaboration with Berkley Associates, Brussels, is holding a one day workshop on Best Practice in FP6 Project Management.

The current focus for the R&D community in Europe is the forthcoming FP7 programme. However with thousands of FP6 projects currently running and a number of FP6 projects from the last FP6 calls still to be launched, the successful management of FP6 projects is still a very current issue.

Targeted at FP6 project managers and administrators, this workshop takes advantage of the significant experience which has now been established in the management of FP6 projects. Drawing on case studies and practical examples, the workshop will identify best practice in the management of FP6 projects and the lessons learned in the implementation of FP6 projects.

The briefing will be led by Simon Walker an experienced R&D funding professional and John Stringer, a UK Barrister. Both presenters have extensive experience in providing practical advice and training courses on FP6. In addition they are both involved as reviewers for FP6 projects.

Venue: Madingley Hall, Cambridge. Full details will be sent after your registration.

Fees: GBP290 (including materials, sit down lunch and refreshments, excluding VAT which has to be charged for all delegates). **Numbers are strictly limited, so you are encouraged to book early**

Registration: Please complete the form attached.

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