**Aims**

The aim of this workshop is to plan the programme of ESR activities for the COST Action and to identify the activities and tools to support this action. The following objectives are:

1. Identify the activities and tools that need to be developed to support a graduate network, develop capacity and attract graduates to the COST Action.

2. Make a plan on how to achieve these objectives over the life of the COST Action and how to utilise the COST Action to support these activities.

3. Start work on developing the e-workspace and other 2.0 tools to support the ESR network and other COST Action activities.

4. Identify topics that are suitable for the COST Action.

5. Identify how the COST summer school should be planned to attract graduate students.

6. Disseminate the findings of the workshop and engage more graduate students.
Agenda

Day 1 Monday 17th November

Welcome and introductions

- Presentation on the ELSI 2.0 E-Workspace
- ‘Post-it’ brainstorm:
  - What do ESR’s need?
    - Confidence building
    - Continuity
    - Time commitment
    - Social
    - ‘How to’
    - Based on equality/not hierarchial
    - Needs to be flexibility (most parts are optionable)
    - For early stage career, professors etc will be involved as well
    - Recognition of the activities done and level of engagement
  - Identifying the activities and tools needed to make this happen
  - Understanding of the platform and its ‘needs’
  - Working in groups according to the outcome of the POST-IT session:
    - interaction/profile
    - development
    - projects/collaborations/workspace
    - consultation/accreditation
- Wrap up- steps for the next day
- Planning the aims for the workshop: To create a fun, innovative, interactive, interdisciplinary, integrated, community, that is sustainable, responsive, mutual, supportive, productive, engaged, enabling and valued.
- Daily progress report
- Group Leisure Time
Day 2 Tuesday 18th November

- Organise into small working groups to develop the activities and tools identified on Day 1
- Groups we have worked in:
  - Interaction/profile
  - Development
  - Projects/collaboration/workspaces
  - Mentoring/Consultation/accreditation

For each group we have identified the main features that we would like to include in the platform/interactive etc.

- Daily progress report
- Group Leisure Time
Day 3 Wednesday 19th November

- Presentation to the Global Health collaborators
- Global Health Network collaborators presentation and advice
  - Exchange of ideas
  - What ‘can be done’ and what ‘cannot be done’
- Continue planning for implementation - which was presented to the whole group
- Creating BITRIX 24 pilot
- Write up of the priorities/needs which are available to all on BITRIX 24
- Decisions made about the layout of BITRIX 24:
  - First page is a home page streaming live issues/comments/feature pages, according to topics/people of interest becomes more personal in time
  - Tabs on first page: My profile, My career, Projects/workspaces, Ask an expert
- Creating profiles in BITRIX 24 and checking on how it works and how it could be used for the aims of the platform.
- Explore how the ELSI 2.0 e-workspace and BITRIX 24 and other platforms/technologies could be used to promote ESR activities
- Daily progress report
- Group Leisure Time /Team building
Day 4 Thursday 20th November

- Finalise of what needs to be done and how it can be done-‘wrap up’ of goals and tasks
- Re-join and develop strategy plan that incorporates individual activities for final 2 years of COST Action
- Setting short and long term aims and project development of the ELSI 2.0 platform
- Organising groups/folders/subfolders for the BITRIX 24:
  - Conferences
  - Discussion
  - Fun and social
  - Library of materials
  - Organisation and administration (monitoring)
  - Ask an expert
  - Open collaborations
  - E-learning
  - ‘How to’?
  - Career
  - Outcome of the groups is written in a report available in the BITRIX 24 Community/Group
- Writing the final draft report for the COST ACTION IS1303 CHIP ME
- Organising the VIDEO scenario for presenting ELSI 2.0
- Writing the INVITATION Email
- Daily progress report
- Group Leisure Time
Day 5 Friday 21st November

➢ Report of working group progress
➢ Producing VIDEO CLIP for ELSI 2.0 – JOIN US!
➢ Finalise report
➢ Finalise invitation email to the ELSI network
➢ Plans for the future – target setting
➢ Wrap up

For the future

➢ Write up into GANT chart deliverables and budget objectives for the future:
  - set up and build the BITRIX 24 platform as soon as it is available
  - develop the groups according to the plans made earlier this week
  - Start cooperating and communicating /interaction/keep in touch
  - Build and grow the community/ group as many researchers as possible within the ELSI platform
➢ Work together and continue collaboration and communication to translate the outcomes of this week into a journal article that describes the needs of, and available solutions for Early Stage Researchers