

TripCom

Kick-Off Meeting

Dear TripCom project members we would like to invite you to the official Triple Space Communication kick-off meeting in Vienna.

Date: 24th and 25th April 2006
Location: Vienna University of Technology
Time: 10:00

Tentative Meeting Schedule

Monday 24th, 10:00 – 18:00

- 10:00 - 10:15 Welcome and introduction
- 10:15 - 10:45 Vision and project goals
- 10:45 - 11:15 The first steps and EC expectations

- 11:15 – 11:30 Short break

- 11:30 - 13:00 Partner presentations (10min each)

- 13:00 - 13:45 Break including a small buffet

- 13:45 - 15:30 WP presentations, per WP (10min each)
 - WP leaders present briefly objectives and deliverables
 - Name the WP management team (one person per WP participant)

- 15:30 - 16:00 Organisation and Communication channels
 - Presentation of the Web site
 - Mailing lists
 - Explanation of internal deliverable review process

- 16:00 - 16:30 Coffee Break

- 16:30 – 17:30 Vision Talk, Frank Leymann (30 min):
"Space-Based Computing and Semantics:
A Web Service Purist's Point of View"
+ Discussion (30 min)

- 17:30 - 18:00 Board establishment
 - General Assembly (GA)
 - one rep per partner to be named as voting representative
 - GA confirms project coordinator
 - GA confirms scientific coordinator
 - GA confirms administrative coordinator
 - Project Management Board (PMB)
 - Presentation of the PMB role and duties
 - Besides coordinators, GA designates 2 additional members

- Technical Management Board (TMB)
 - Presentation of the TMB roles and duties
 - Scientific Coordinator & WP leaders
- Exploitation board:
 - Presentation of the EB roles and duties
 - Admin. Coord. & one representative per partner
- Advisory board:
 - Presentation of the AB roles and duties

19:00 Social Dinner

Tuesday 25th, 9:30 – 16:00

- 9:30 - 10:30 Define next steps:
- Presentation initial architecture
 - Discussion of initial work plan in detail
 - Requirements for detailed work plan for WP leaders
 - Agree on GA meetings (date/location)
- 10:30 -12:00 WP coordination:
- Initial WP meetings
(to be held in parallel, detailed distribution to be announced)
 - Identification of initial tasks distribution
(according to requirements from above and agree on dates for WP meetings/telconf, board meetings...)
- 12:00 - 13:00 Lunch
- 13:00 - 14:00 WP leaders present their results in plenary
- 14:00 - 15:00 Initial TMB and EB meetings
- 15:00 - 16:00 Closing discussion
(also this one hour is a buffer in case previous points take longer)

Location

Vienna University of Technology
 Kontaktraum / Neues EI (6th floor)
 Gusshausstrasse 27-29
 A-1040 Wien
 Austria

Accommodation

The following hotels provide special rates for the rooms (mention "**TU Wien/TripCom**" at your reservation to get special rates). For their location with respect to the meeting venue at the TU Wien please consult the map at the end of this page.

1) Best Western Hotel Kaiserhof Frankenberggasse 10, 1040 Wien Single: Eur 107,- Double: Eur 139,-	5) Pensionen Pertschy all in 1010 Wien Single: Eur 67,- Double: Eur 102-147,-
2) Hotel Johann Strauss Favoritenstrasse 12, 1040 Wien Single: Eur 88,- Double: Eur 125,-	6) Pension Suzanne Walfischgasse 4, 1010 Wien Single: Eur 77,- Double: Eur 96-117,-
3) Schick Hotel Erzherzog Rainer Wiedner Hauptstraße 27-29, 1040 Wien Single: Eur 92,- Double: Eur 118,-	7) Hotel-Pension Shermin Rilkeplatz 7, 1040 Wien Single: Eur 65,- Double: Eur 90,-
4) Austria Trend Hotel Beim Theresianum Favortienstrasse 52, 1040 Wien Single: Eur 68,- Double: Eur 92,-	

Remark to Hotel Johann Strauss (2):

Almost no vacancies left.

Remark to Austria Trend Hotel (4):

Ask for a room to the backyard. Rooms to the street are quite noisy.

No vacancies reported.

Remark to Hotel-Pension Shermin (7):

No single room vacancies reported. Double as single costs Eur 90.-

Map

<http://www.wien.gv.at/stadtplan/>

