

MINDBOT KICK OFF MEETING

27th and 28th January 2020

I.R.C.C.S. Eugenio Medea dell'Associazione La Nostra Famiglia
Via Don Luigi Monza, 20
Bosisio Parini (LC)

Room “Sala Ospiti – padiglione 7 – Floor 0”

MEETING AGENDA

1st day

- 9:00 **Pick up from Quality Hotel San Martino**
- 09:30 – 10:00 Registration and collection of signed pages of Consortium Agreement
- 10:00 – 10:30 **Welcome and agenda** (D. Rivolta – Site Director & M.T. Bassi – Scientific Director)
- 10:30 – 11:00 **Project overview** (G. Reni)
- Focus on Deliverables month 18
- 11:00 – 11:45 **WP10: Project management** (M. Colombo/C. Finocchiaro)
- Project management structure: management boards roles and responsibilities, and nominee of the External Advisory Board (EAB)
- MindBot grant agreement: Beneficiaries obligations
- List of Deliverables & Milestones month 18
- MindBot administrative issues: costs categories, records to keep, non-eligible cost, etc
- MindBot reporting procedures
- 11:45 – 12:15 **WP1 Ethics** (G. Reni)
- Ethical package request of authorisation
- 12:15 – 13:00 **WP2 - Baseline assessment of workers’ mental health and quality of experience in job tasks** (A. Delle Fave)
- Protocol definition and ethical requirements
- Selection of SMEs
- Patient recruitment
- Mental Health Continuum Short Form, (MHCSF) presentation

- 13:00 –14:00 *Working lunch and consortium photo*
- 14:00 – 14:45 **WP3 Baseline analysis of work environment and organisational specifications** (N. Bender)
- Field observation in selected European SMEs and structure of interviews
 - Interviews in selected European SMEs
 - Baseline organizational assessment in selected SMEs
- 14:45 – 15:15 **WP4 – Data integration and analysis** (F. Storm / C. Piazza)
- Development of data repository
 - Development of electronic tools for data collection
 - Data integration and analysis
- 15:15 – 16:30 **WP5 - Development of MindBot technologies** (P. Gerhard)
- Wearable device
 - Optical sensing device
 - Biomechanical module
 - Analysis of social and affective cues
 - Affective user model
 - Avatar and cobot authoring and general scenario execution framework
 - Robot control system
 - Avatar creation
- 16:30-18:30 **WP working groups and conclusions of the day chaired by G. Reni**
- 18:30 **Bus transfer to the Quality Hotel San Martino**
- 20:00 **Social Dinner offered by the Coordinator**

Coffee will be available in the room during work sessions

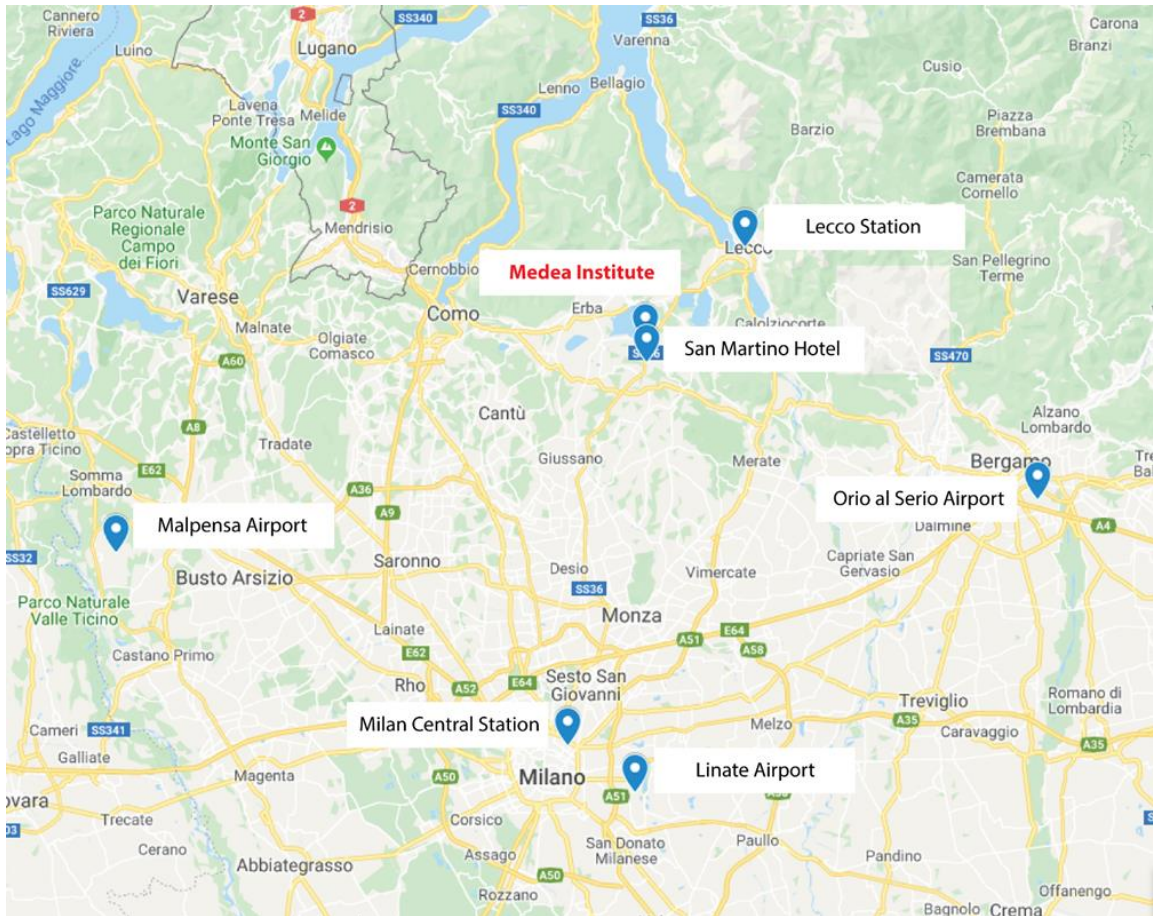
2nd Day

- 8:00 **Pick from Quality Hotel San Martino**
- 08:30 – 09:30 **WP6 - Integration and testing in a controlled environment** (M. Malosio)
- Software architecture development and communication assessment
 - Tuning of components for the analysis of social and affective cues
 - Tuning of the scenario execution framework for avatar and cobot
 - MindBot integration and assessment in lab environment
- 09:30 – 10:00 **WP8: Organisational impact assessment** (I. Brdar)
- Assessing the impact of MindBot platform
- 10:00 – 10:30 **WP9: Dissemination, Communication and Exploitation** (C. Finocchiaro)
- The importance of a dissemination plan strategy
1. Patients engagement
 2. Focus on the activities of the first 18 months
- 10:30 - 11:00 **Conclusive remarks and follow up actions** (G. Reni)
- 11:00 – 12:00 **Visit to Medea laboratories**
- 12:30 - 14:30 **Visit to CNR laboratories at Lecco** (**please confirm number of attendants from each organisation**)

Transfer to airports Malpensa, Orio al Serio or Linate

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HOW TO GET TO THE MEETING SITE?



The Scientific Institute “Eugenio Medea” is located in Bosisio Parini, about 50 km from Milan.

It is possible to reach it:

- a) **by train.** Nearest train station: Milan Central Station (<http://www.trenitalia.com/>). From the Central Station:
 - ✓ take a taxi directly to the Institute (50-60 min., about 100 €), or
 - ✓ take first a train to Lecco (40 min, € 4,80) and then a taxi from Lecco to the Institute (15 min, about 40 €)

- b) **by plane.** Nearest airports: Malpensa, Linate and Orio al Serio.

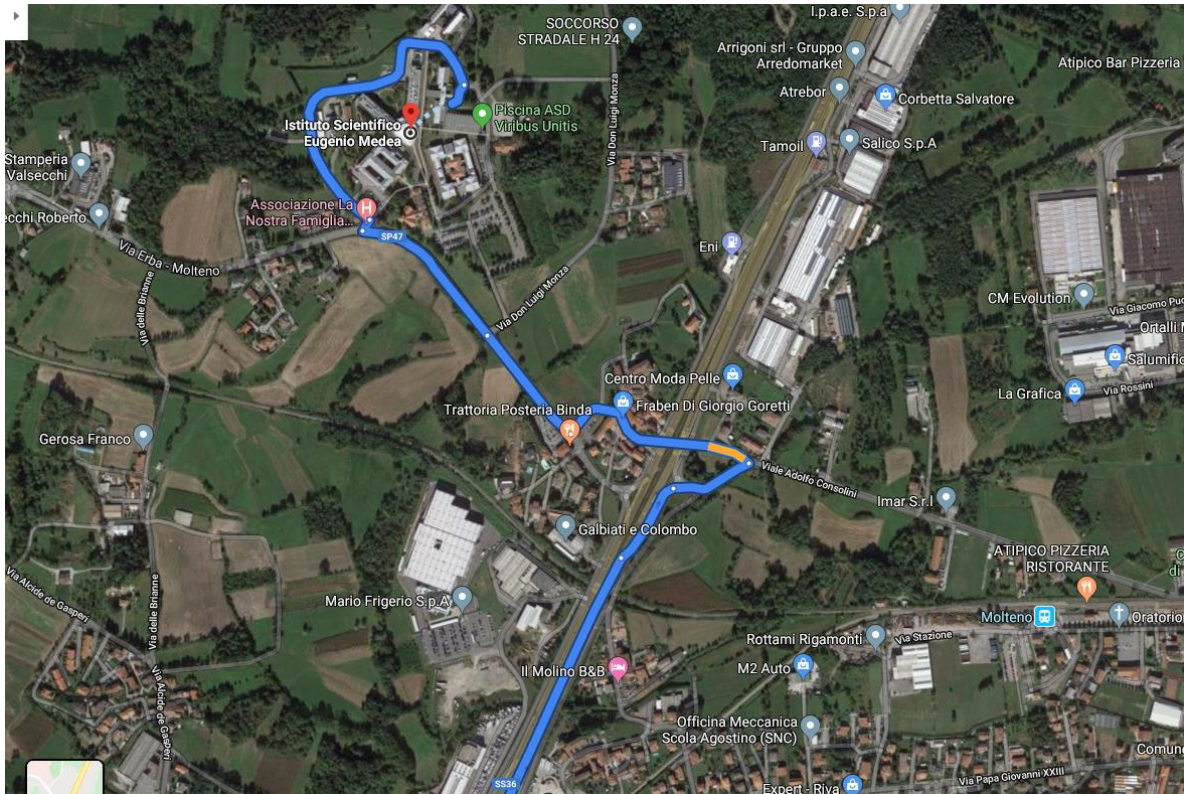
From Malpensa airport (Milan) take a train to Milan Central Station (departures every 30 min) (<https://www.airportmalpensa.com/airport-train.php>).

From Linate airport (Milan) take a bus to Milan Central Station (departures every 30 min) (<https://www.atm.it/en/AltriServizi/Trasporto/Pages/airbus.aspx>).

From Orio al Serio airport (Bergamo) take a bus to Milan Central Station (http://www.orioshuttle.com/_eng/le-linee.cfm).

From Milan Central Station, follow instructions at point a).

- c) **By car.** From Milan: to reach Hotel San Martino take state road SS36, exit: Garbagnate Monastero; to reach Institute Medea take state road SS36, exit Molteno/Merone and then take Viale Adolfo Consolini and then Via Erba (direction Rogeno).



- d) Upon request transfer back to airports Malpensa, Orio al Serio or Linate at the end of the meeting can be arranged.