REPORT

TRANSNATIONAL PROJECTS MEETING TPM 3,

hosted by University of Poznan, Poland

30th – 31th of January 2023

The event was organized at the **University of Poznan (Poland),** together with the Executive team and the representative of the Technical Team from all the partners from the EMERALD project. The **main goals was**: monitoring the progress of the activities & financial aspects; discussion and finalize Interim Report; discussions about all the technical activities that are required to be realized in the project. The most important discussions was about the steps required for IO3, related to the e-virtual laboratory platform, which has to be finished on July 2023.

Boosting the scientific excellence in teaching in the field of conceiving and realizing of new types of biomimetic mechatronic systems for people with special needs– EMERALD Project Reference: 21-COP-0019 is part of The Education, Scholarships, Apprenticeships and Youth Entrepreneurship Programme – EEA Grants 2014-2021 which was funded within the key action "2021 Cooperation Projects in Higher Education Area", Technical University of Cluj-Napoca is Lead coordinator of the EMERALD project and the consortium is comprised by Technical Universities and SMEs partners that are coming from Norway, Romania, Poland and Slovakia.
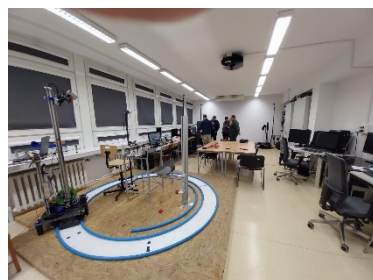
The project activities and events were also mentioned, as well as the result that should be obtained at the end of the project.

TPM participants at the University of Poznan (Poland)

The Agenda of the TPM meeting:

TRANSNATIONAL PROJECT MEETING
(organized by Poznan University of Technology, Poland)
30th of January 2023

	Session 1
09:30	Opening and Welcome ceremony: Prof. Olaf CISZAK, Dean of the FME of Poznan University of Technology
09:45	Presentation of the Agenda and welcome speech: Prof. Filip GÓRSKI, Poznan University of Technology
10:00	Summary of midterm project results, setting up and clarifying goals of the meeting, (Assoc. Prof. Răzvan PACURAR, TUCN, project manager)
10:30	Project management (Assoc. Prof. Răzvan PĂCURAR, project manager) - Important aspects related to the interim report preparation and submission - Collection of activity reporting by the coordinator: organization and calendar (timesheets, deadlines/milestones) - Collection of results of Intellectual Outputs and status of delivery - Other project management issues
11:30	Coffee break
12:00	Intellectual Outputs – status and summary of currently prepared deliverables (Assoc. Prof. Răzvan PACURAR, TUCN, project manager)
12:15	Validation of the status of tasks - Each partner will present the plan and status for each activity they have ownership (15 minutes per presentation) - IO1 – EMERALD e-book for developing of biomimetic mechatronic systems (Assoc. Prof. Răzvan PACURAR, TUCN, Romania) - IO2 – EMERALD e-toolkit manual for digital learning in producing biomimetic mechatronic systems (Prof. Filippo SANFILIPPO, UiA, Norway) - IO3 – EMERALD e-learning VR / AR platform for programming and using of biomimetic mechatronic systems (Branislav RABARA, BIZZCOM s.r.o., Slovakia) - IO4 – EMERALD e-case studies for project based learning method used in developing, testing and manufacturing of new biomimetic mechatronic systems made by 3D printing technologies (Assoc. Prof. Filip GORSKI, PUT Poznan, Poland)
13:15	Q&A with partners, comments and discussion, possible work in groups
14:00	Ending of session 1 / Lunch break

31st of January 2023

	Session 2
09:30	Financial and administration rules (Assoc. prof. Răzvan PĂCURAR, TUCN) - Status related to the activity reported so far (timesheets + fulfilling the timesheets) (all partners) - Status about financial expenses (financial balance) (all partners) - Aspects related to the next future expenses (that are eligible) and reporting of timesheets
10:00	Communication, Dissemination and Exploitation (incl. Multiplier Events) + status of files uploaded on Teams / drives related to the EMERALD project (Assoc. Prof. Răzvan PACURAR, TUCN, project manager)
10:30	Setting updates, tasks and responsibilities - Effects of the production of the Intellectual Output 2 / aspects that must be considered for the IO2 to be finalized (Prof. Filippo SANFILIPPO, University of Agder, Norway) - Plans and discussion on ideas and responsibilities of the Intellectual Output 3 (Branislav RABARA, BIZZCOM s.r.o., Slovakia) - Disseminating plan (in the frame of the IO4), status of papers, current and planned work (Assoc. Prof. Filip GORSKI, PUT Poznan, Poland)
11:30	Coffee break
12:00	Setting of details related to the next following activities to be organized on the EMERALD project - Organizing of ME activity in February 2023 (Assoc. Prof. Răzvan PĂCURAR, TUCN, project manager) - Organizing of Learning Teaching Training activity (summer school) in the September 2023 at the University of Agder, Norway (Assoc. Prof. Răzvan PACURAR, TUCN, project manager and Prof. Filippo SANFILIPPO, University of Agder, Norway) - Organizing of Short-term joint staff training event in May 2023 and ME activity in September 2023 (Branislav RABARA, BIZZCOM s.r.o., Slovakia)
12:45	Q&A with partners comments and discussions about financial, dissemination, implementation, future activities planes to be organized in the EMERALD project, responsibilities etc.
13:15	Final conclusions / ending of session 2
13:30	Visiting of laboratories at Poznan University of Technology
15:00	Lunch break

The first day of the meeting began with a welcome speech from Prof. Filip GÓRSKI, Poznan University of Technology and summary of midterm project results, setting up and clarifying goals of the meeting, from Assoc. Prof. Răzvan PĂCURAR, TUCN. Important aspects related to the interim report preparation, submission and status of Intellectual Outputs was presented. Each partner (TUCN, UiA, Bizzcom, PUT, UPB) presents the plan and status for each activity they have ownership on the IO.

The next day of the TPM the meeting starts with financial and administration rules. Setting updates, tasks, responsibilities, setting of details related to the next following activities to be organized on the EMERALD project was presented. Important details was presented regarding next following activities to be organized on the EMERALD project: the Learning Teaching Training activity (summer school) in September 2023 at the University of Agder, Norway, the Short-term joint staff training event in May 2023 and ME activity in September 2023.

Finally, some general conclusions were drawn from the two-day meeting on the TPM.

University of Poznan, Poland
Assoc.Prof. Filip Gorski, PUT, Poland
January 2023