A picture containing clipart

Description automatically generated

**[*Name of meeting*] | [*Place*]**

AGENDA | [*dd.mm.yy – dd.mm.yy*]

**Aim of the Meeting**

Text

**Location**

Text

**Draft / Final Agenda**

Weekday, [*dd-month-yyyy*] – [*name of meeting*]

|  |  |  |
| --- | --- | --- |
| **Time** | **Topic** | **Moderator** |
| 9.00 – 9.15 | Welcome | Stefano Proietti |
| 9.15 -9.30 | Roundtable Presentation |  |
| 9.30-10.00 | WP1 |  |
|  |  |  |
|  |  |  |

Weekday, [*dd month yyyy*] – [*name of meeting*]

|  |  |  |
| --- | --- | --- |
| **Time** | **Topic** | **Moderator** |
| 9.00 – 9.15 | Welcome | Stefano Proietti |
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**PRACTICAL INFORMATION**

**Headline**

Text