

# **Net4Mobility**

## **Best Practice Seminar NCP Training**

**23-24 March 2017  
Dublin, Ireland**

## Venue - Dublin

### RECOMMENDED HOTEL

Mespil Hotel  
 50-60 Mespil Road  
 Dublin 4  
 D04 E7N2  
<http://www.mespilhotel.com/>  
 +353 1 488 4600

### MEETING VENUE

ALE E2.16/17, Zone 7, Science Centre East Concourse  
 O'Brien Centre for Science  
 University College Dublin  
 Belfield  
 Dublin 4

<https://goo.gl/maps/rsVarW1sX2H2>  
<https://drive.google.com/file/d/0B16weXEKpfuca1RVc1RNa3hTcnc/view>

## Agenda Thursday 23 March 2017 Best Practice Seminar

When	What	Who
<b>Best Practice Seminar – How to Support Clients with Proposal Writing</b>		
08:30	Meeting in Mespil Lobby to travel to UCD O'Brien Science Centre by bus	
9:15 - 9:45	Welcome & Coffee	
9:45 - 10:00	Welcome and Seminar Overview	Sibylla (CH) & Jennifer (IE)
10:00 - 10:45	Brainstorming! Identifying Common Problems with MSCA Proposals	Group Exercise
10:45 - 11:45	Presenting Solutions Part 1 – how NCPs train clients to avoid those common problems	Presentation 1) Therese (AT) 2) Angelo (IT) and Jennifer (IE)
11:45 - 12:15	Presenting Solutions Part 2 – how NCPs train clients to avoid those common problems.	5-minute oral presentations 1) Suzanne (IE) 2) Sandra (HR) 3) Iveta (SK) 4) Muna (JO)
12:15 - 13:00	Brainstorming! Identifying solutions to common problems with MSCA proposals	Group Exercise
		Sibylla

<b>13:00 -13:45</b>	<b>LUNCH</b>				
<b>13:45 - 15:45</b>	World Café Training Tips and Tricks	Group Exercises	Adam (PL) Smadar (IL) Kristin (EE) Jennifer (IE)		
<b>15:45 - 16:00</b>	Wrap-Up & Conclusions  Evaluation Questionnaire		Sibylla		
<b>NCP Projects</b>					
<b>16:00 - 17:00</b>	Open meeting about the new National Contact Point project	Chair: Anna Wisnieska  Attendees: All NCPs are welcome			
<b>17:00 - 18:30</b>	Net4Mobility Steering Committee Meeting	Chair: Sibylla Martinelli  Attendees: Net4Mobility Steering Committee Members			
<b>18:30 - 19:30</b>	<b>FREE TIME</b>				
<b>20:00</b>	<b>Meet in hotel lobby to walk to restaurant for group dinner</b>				
<b>20:30</b>	<b>Group Dinner – O'Connell's Restaurant, 134 Morehampton Road, Donnybrook Dublin 4 (paid for by the project)</b>				

# Agenda Friday 24<sup>th</sup> March 2017

## NCP Training

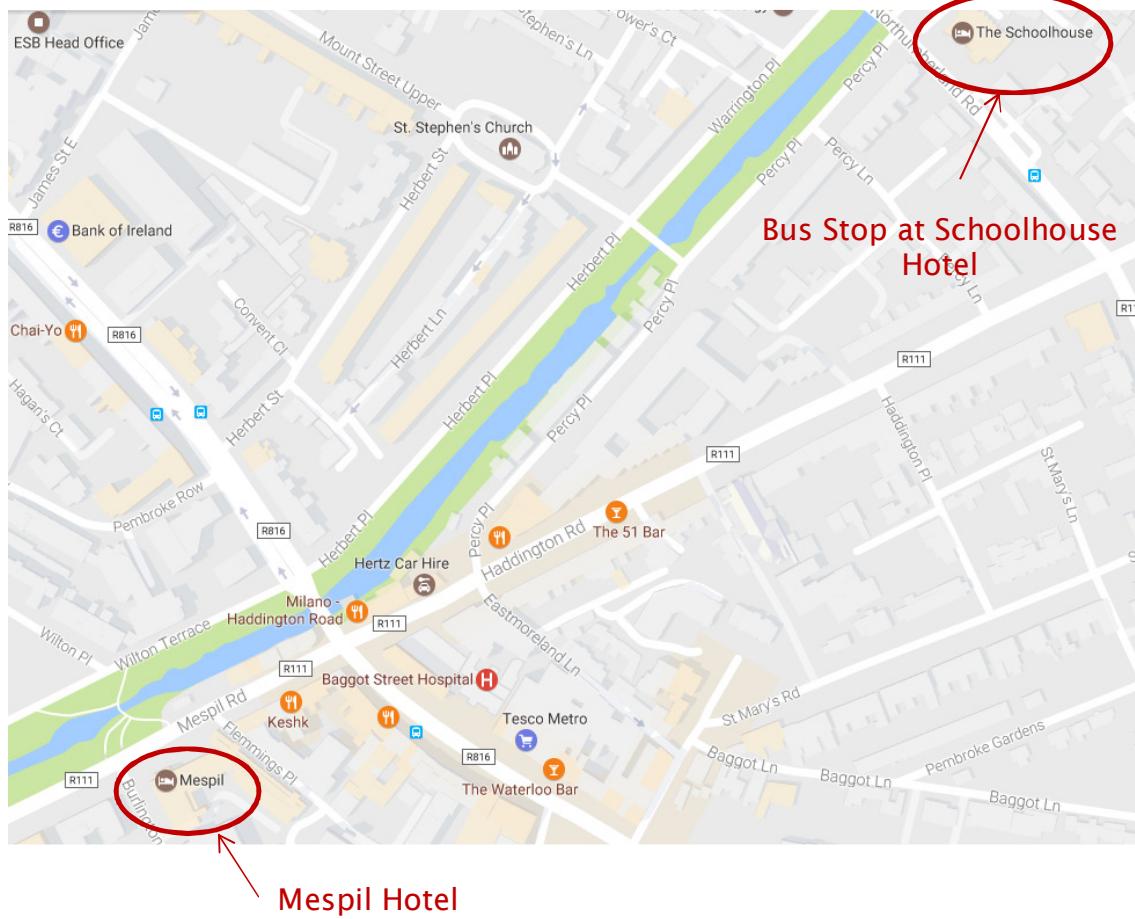
When	What	Who
<b>NCP Training – Collaborating with the Enterprise Europe Network</b>		
08:15	Meeting in Mespil Lobby to travel to UCD O'Brien Science Centre by bus	
9:00 - 9:30	<b>Welcome &amp; Coffee</b>	
9:30 - 10:15	Enterprise Europe Network & its services	Cristina Pascual & Gerard O'Regan EEN Ireland
10:15 - 10:30	MoU / Guidelines for efficient & sustainable EEN-NCP collaboration	Cristina Pascual
10:30 - 11:10	Good Practices of NCP-EEN Collaboration	1) Alexandra Pohl 2) Cristina Pascual 3) Jesús Rojo
11:10 - 11:30	<b>COFFEE BREAK</b>	
11:30 - 12:45	World Café “Towards an efficient & sustainable collaboration” on: <ul style="list-style-type: none"> <li>• Exchange of information</li> <li>• Training</li> <li>• Networking activities (i.e. Partner Searches &amp; Brokerage Events)</li> </ul> Rapporteurs: Tuğba Arslan, Mona Elrawi, Cristina Pascual, Alexandra Pohl, Sandra Vidović & Jesús Rojo	Alexandra Pohl
12:45 - 13:00	Closing Remarks Evaluation Questionnaire	Cristina Pascual
13:00 - 14:00	<b>LUNCH</b> <b>CLOSE OF MEETING</b>	

## How to reach what From the airport to the Mesnil Hotel

### 1) By Public Transport:

The easiest way to reach the Mesnil Hotel from the airport is to take the Aircoach number **702 Dublin Airport to Greystones**. Get off the bus at the Schoolhouse Hotel Northumberland Road. From there it is a 10 minute walk down the canal to the Mesnil Hotel. A map is given below.

The fare is €14.00 return and tickets are available from the driver. The timetable is available from <http://www.aircoach.ie/timetables/route-702-dublin-airport-greystonesbray>



### 2) By Taxi:

Taxis are plentiful and all those available at the airport are fully licensed. The fare will be about €40 to €45, depending on the time you arrive, as taxis are more expensive at night than during the day.

## From the Mespil Hotel to University College Dublin

- Turn left when you come out of the hotel and walk for about 5 mins to the next bridge on the canal.
- Turn left at the bridge onto Upper Leeson Street and walk to the yellow "Dublin Bus" bus stop.
- Catch the bus number 46A or 145. The fare one-way will be €2.70 and you should pay the driver. **Please note that no change is given by the driver, so try to have the exact fare available.**
- The journey to UCD takes about 10 minutes by bus. Get off the bus at the Stillorgan Road UCD stop – the driver can advise you.
- Cross over the road and enter the UCD Campus by the main gate. The O'Brien Centre for Science is in the middle of the campus. A campus map can be found at <https://drive.google.com/file/d/0B16weXEKpfuca1RVc1RNa3hTcnc/view>



## From the Mespil Hotel to O'Connell's Restaurant

Address: 134 Morehampton Road, Donnybrook Dublin 4

- Turn left when you come out of the hotel and walk for about 5 mins to the next bridge on the canal.
- Turn left at the bridge onto Upper Leeson Street and keep to the left.
- You will pass the Clayton Hotel on your left hand side.
- Keep walking on this road (Morehampton Road) for about 20 min.
- O'Connell's Restaurant is on the right-hand side of the street.

## Practical Info about Ireland

### BUSINESS HOURS

Shops are in general open seven days a week, with some, e.g. clothing stores, pharmacies, operating reduced hours on a Sunday.

### MEALS

Most of your meals will be provided as part of the programme.

### CLIMATE

The weather in Ireland in March is unpredictable! Bring plenty of light layers in case the weather is warmer or colder than normal, a warm jacket/coat and an umbrella! Check the weather at <http://www.met.ie/>.

### LANGUAGE

English and Irish are the national official languages in Ireland.

### CURRENCY

The currency in Ireland is the Euro.

### MEDICATIONS

Please bring a supply of any necessary medications with you. However, there is a pharmacy near to the hotel (Boots, at 134-135 Lower Baggot Street, Dublin 2).

### ELECTRICITY

In Ireland we use the UK-style plug with 3 pins. Please bring an adaptor with you.

### SMOKING

According to Irish Government policy, smoking is not permitted inside any buildings that are open to the public. Smokers are asked to smoke outside in the open-air area.

## Emergency Contact Information

**Jennifer Brennan**

[Jennifer.brennan@iua.ie](mailto:Jennifer.brennan@iua.ie)

00353 86 0769730 (mobile)