

EARMA Digital Event

Joint meeting of the EARMA Post-Award Project Management  
& BESTPRAC thematic group  
“Project and Programme Management - IT Tools”

Agenda of the EARMA Digital Event “Project and Programme Management - IT Tools” on  
26th January 2023

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Date: 26 Jan 2023, 2pm CET

Place: Online, via zoom

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**Agenda (Time Zone: CET, Brussels time)**

Q&A open via chat throughout, time for a few questions between each segment

14:00 – 14:10	Topic: Intro to the Post-Award PM group & session theme Speaker: Richard Twohig To open, an update on the Thematic Groups and notices. Followed by a short introduction to today’s best practice theme: IT Tools
14:10 – 14:30	Topic: The use of OnlyOffice as a project management tool in R&I Speaker: Jose Santos Choosing suitable tools for project management in a research institute, with a case study of OnlyOffice.
14:30 – 14:50	Topic: What makes a good PM IT tool in research Speaker: Richard Twohig Exploring the needs of project/portfolio managers supporting research the types of IT tools used in response, including an example of Notion applied to a portfolio management
14:50 – 15:10	Topic: Facilitated discussion Breakouts for discussion between the attendees, reflection on the concepts raised in the sessions, feedback.
15:10 – 15:15	Wrap up, closing remarks, notices