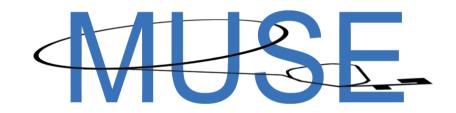
# **Report from WP7**

S. Giovannella (INFN LNF)





#### **2016 Milestones & Deliverables**

Number	WP	Name	Lead Beneficiary	Due date	Status
MS8	7	Management structure in place	INFN	31 Jan 2016	Completed
D7.3	7	MUSE web site	INFN	31 May 2016	Submitted
D5.1	5	MUSE @ HZDR Open Day	HZDR	30 Sep 2016	Submitted
D7.4	7	First MUSE General Meeting	INFN	30 Sep 2016	Submitted
D3.1	3	g-2 laser calibration system	INFN	31 Oct 2016	Submitted
D2.1	2	Calorimeter TDR	INFN	31 Dec 2016	Submitted
MS6	4	New release of the g-2 software	UCL	31 Dec 2016	Completed
D4.2	4	g-2 full muon simulation	UCL	31 Dec 2016	Submitted
D7.1	7	First Progress Report	INFN	31 Dec 2016	Submitted

# **2017 Milestones & Deliverables**

Number	WP	Name	Lead Beneficiary	Due date	Туре
MS1	1	Tracker-DAQ integration	UCL	31 May 2017	
D3.2	3	g-2 tracker tools	UCL	30 Jun 2016	Report
D3.3	3	Mu2e laser system	INFN	30 Jun 2017	Report
D7.5	7	2 <sup>nd</sup> MUSE General Meeting	INFN	30 Sep 2017	Other
D5.2	5	Annual Physics Meeting	INFN	31 Oct 2017	Other
D1.1	1	Report on laser integration	INFN	31 Dec 2017	Report
D1.2	1	Report on g-2 trackers	LIVERPOOL	31 Dec 2017	Report

# **MUSE mid-term meeting (MTM)**

- Meeting with REA Project Officer and an Expert Reviewer to discuss:
  - progresses with respect to the initial planning of the activites
  - management of the project
  - scientific/training/dissemination achievements
  - implementation of secondment and interviews of seconded researchers
- Place/date: LNF, 11 May 2017
- One representative for each organization is mandatory
- Attendance of some seconded personnel needed ("preferably people who already completed a mission for a feedback from their part")
- Tentative agenda drafted by REA (see next slides)

# MTM: indicative agenda (Part I)

PART A	Project progress in respect with set planning and management issues			
A.1	Introduction: Short introduction by the REA project officer, the Expert Reviewer and the Project Coordinator (~15 minutes).			
A.2	Tour de table: Brief presentation of each participant	9:45-10:00		
A.3	Coordinator's report: Presentation on the Mid-Term phase covering each of the following aspects (Management +			
	scientific/training/dissemination achievements):			
A.3.i	Management:	10:00-11:00		
	<ul> <li>Has the project fully achieved its objectives and milestones for the period ?</li> </ul>			
	• Were there deviations from the description of work (secondments organisation, participants responsibilities in			
	terms of sending/hosting organisations, scientific/training/networking activities planned for the activities?)			
	Which ones ?			
	In which extend ?			
	• why ?			
	How it affects the project ?			
	<ul> <li>Which are the corrective actions proposed (already initiated)?</li> </ul>			
	Which were more generally the difficulties <u>encountered ?</u>			
	<ul> <li>How is functioning the <u>consortium ?</u> is the partnership agreement effective?</li> </ul>			
	This first management/administration part is presented by the coordinator in presence of each participating organisation			
	and their respective scientific in charge + ERs/ESR's			
	Coffee break			
A.4	Question time and information on best practices (namely concerning reporting) 11:15->11:30			
	Exchanges between REA's PO and seconded experts (in absence of coordinators) 11:30->12:00			
	Lunch NOT OFFERED	12:00-14:00		

# MTM: indicative agenda (Part II)

PART B	Presentation of project scientific/training/dissemination achievements	14:00-17:00	
B.1	Scientific:	14:15- 15:30	
	<ul> <li>Scientific highlights of the work carried out so far</li> </ul>		
	Unexpected additional results		
	Societal and economic potential impact		
B.2	Training, transfer of knowledge and networking:	15:30 - 16:30	
	Training achievements so far		
	Impact/added value for the researchers career		
B.3	Dissemination and outreach activities:	16:30-17:30	
	Achievements so far.		
	<ul> <li>Unexpected opportunities (such as invitations entailing unforeseen publication, lecture)</li> </ul>		
	Impact on the project results		
	Social dinner	19:30	

# **2017 MUSE General Meeting**

MUSE GM in the same days of MTM

 $\checkmark$  increase of the attendance for both meetings

The GM should not interfere with MTM. Tentative agenda:

10 Mov	Morning	Outreach?	
10 May	Afternoon	MB/SB meeting (discussion for MTM)	
11 May	All day	Mid-Term Meeting	
	Morning	Training for MUSE participants	
12 May	Afternoon	Presentations from MUSE PhD/postdocs on selected topics	