

List of actions decided during Meeting#4 and those pending from previous meetings and possibly done in the past period

Code: M(eeting) no – WP - number

Last updated: 2012-07-01

WP	Code	Description	Who	When	Done	Comment
1 - 101	M3-1- 1	Preliminary proposal for measuring the success of ENDORSE	Lucien Wald	Apr 2012		Delayed

WP	Code	Description	Who	When	Done	Comment
2	M2-2- 1	Provide a template for collecting users' assessments for each service.	Elena Gaboardi	March 2012	May 2012	Version refined after test by D1
2	M4-2- 1	Ask service developers for list of possible users	Elena Gaboardi	July 2012		

WP	Code	Description	Who	When	Done	Comment
3	M4-3- 1	WP 3 Task 3005 (Armines) should assist S1 (Armines, Transvalor) for describing the product with INSPIRE-compliant metadata	Lucien Wald	October 2012		

WP	Code	Description	Who	When	Done	Comment
4	M2-4- 1	Find other users for service S1	Armines, Transvalor	2012-03	2012-05	Companies

<i>WP</i>	<i>Code</i>	<i>Description</i>	<i>Who</i>	<i>When</i>	<i>Done</i>	<i>Comment</i>
5	M3-5-1	Provide a template for collecting users feedback	Elena Gaboardi	2012-01-15	2012-01-15	

<i>WP</i>	<i>Code</i>	<i>Description</i>	<i>Who</i>	<i>When</i>	<i>Done</i>	<i>Comment</i>
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<i>WP</i>	<i>Code</i>	<i>Description</i>	<i>Who</i>	<i>When</i>	<i>Done</i>	<i>Comment</i>
7	M3-7-1	Produce documents to capture feedbacks in workshops	Elena Gaboardi	2012-01-18	2012-01-18	Docs on the web site
7	M3-7-2	Analyse opportunities for Intersolar 2012	Elena Gaboardi and all	2012-01-09	2012-01-18	Schedule is too tight. We should target Intersolar 2013

<i>WP</i>	<i>Code</i>	<i>Description</i>	<i>Who</i>	<i>When</i>	<i>Done</i>	<i>Comment</i>
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9	M3-9-1	Investigate costs of printing the flyer	Claire Thomas	2012-01	2012-03	