

TRACES

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**TRACES Mid-Term-Meeting
Detailed Programme**

25-29 September 2017 | Berlin, Germany

**CARMAH - Centre for Anthropological Research on Museums and Heritage
Institut für Europäische Ethnologie,
Mohrenstraße 40/41, 10117 Berlin**



→ Monday 25th September | CCPs: Progress report

For TRACES partners and invited guests. Moderator: Tal Adler

- 12.00 – 12.45 | Small lunch (buffet), registration, welcome
- 12.45 – 13.00 | Opening by coordinator
- 13.00 – 14.00 | CCP1 Presentation (including 15 minutes comments)
- 14.00 – 15.00 | CCP2 Presentation (including 15 minutes comments)
- 15.00 – 15.30 | coffee break
- 15.30-16.30 | CCP3 Presentation (including 15 minutes comments)
- 16.30-17.30 | CCP4 Presentation (including 15 minutes comments)
- 17.30 – 18.00 | coffee break
- 18.00-19.00 | CCP5 Presentation (including 15 minutes comments)

→ Tuesday 26th September | Working sessions and workshops

Morning activities for TRACES Partners only. Afternoon workshops for TRACES partners and invited guests.

- 9.00 – 10.30 | WP 2 Presentation*
- 10.30 – 12.30 | Workshop1: developing questionnaire (WP1) – including coffee break
- 12.30-14.00 lunch break
- 14.00 – 16.00 | Workshop 2: Museological aspects, contentious collections (WP3+WP5 with participation of 3 ethic-board members)
- 16.00-16.30 | coffee break
- 16.30-17.30 | Plenary Session for workshop 1&2: report from the working-groups, ethic board feedback
- 17.40 – 18.40 | Workshop 3: reflexive Europeanisation (WP5+WP4)
- 18.45 – 19.30 | Plenary Session for workshop 3: report from the working-groups, discussion of results



→ Wednesday, 27 September 2017

Workshops and working session for TRACES Partners only

9.00 – 10.00 | WP 4 Presentation

10.00 – 12.30 | Workshop 4: data analysis sessions on CCP (and other) material*

12.30 – 14.00 | Lunch break

14.00 – 15.00 | Plenary Session for workshop 4: report from the working-groups, discussion of results

15.00 – 15.45 | Workshop 5a: Presentation of the concept of the final publication (manual) and introduction to working group (WP4)

15.45-16.00 break (coffee and cake)

16.00 – 18.00 | Workshop 5b: working on concepts of the final publication (WP4)

18.00 – 19.00 | Conclusive Plenary Session: wrap up of the findings, agreements on concepts, next steps, next research questions, manual next steps

→ Thursday, 28 September 2017 | CoHERE – TRACES Joint Conference – day I

<http://www.traces.polimi.it/2017/07/13/critical-heritages-and-reflexive-europeanisation-traces-cohere-mid-term-seminar/>

→ Friday, 29 September 2017

Morning activities for TRACES Partners only.

Afternoon: CoHERE – TRACES Joint Conference – Day II

09.30 – 11.00 | Dissemination workshop (WP6): Data Management Plan, Communication and dissemination plan, interviews and working session – including coffee

11.00 – 11.45 | General Assembly and debate on: authorship of publications / concepts / art works

11.45-12.30 final remarks and next steps

13.00 – 18:30 | CoHERE – TRACES Joint Conference – day II

<http://www.traces.polimi.it/2017/07/13/critical-heritages-and-reflexive-europeanisation-traces-cohere-mid-term-seminar/>

GUIDELINES

DETAILS ON WORKING SESSIONS AND WORKSHOPS FORMAT

→ Presentations (CCPs and WPs)

The presentations are in front of the whole consortium.

The presentations (CCP and WP presentations alike) do not present projects but current issues, open questions and first steps towards cross-over concepts:

Cross-over concepts that are mentioned in the presentation could be “reflexive Europeanisation in our work”, “the notion of contentiousness in our work”, “the way we understand co-production”. The presentations can take current discussions on BC into account (eg the discussion on contentiousness and language).

After every presentation there will be a round of comments, questions and feedbacks by the audiences. If an issue needs more extensive discussion, the moderation of the slot will write it down and define a workshop-session where this issue can be discussed.

* Note: In the context of the WP2 presentation the external ethnographers present their first findings.

→ Workshops

Every workshop

- will be organised in small working groups (7- max 15 people)
- defines a) moderator who takes care of time management, the focus of the discussion and the development of final outcomes to be presented in the plenary session and b) someone who takes minutes
- prepares a presentation of its final theses/open issues for the plenary session.

→ Workshop / The small working groups

- might include someone who gives an input or supervises the process: The responsible WP takes care for that.
- can include material to work on (data material, texts, images)
- can work parallel on different topics/foci or on the same question (depending on the objectives of the workshop).

If possible, the workshops or small working groups could define/determine how their debates will feed into published TRACES results (the final exhibition, one of the publications etc),

Along these guide-lines every WP is responsible for their own workshops (responsibilities are mentioned in brackets). This obligation includes

- developing and introducing the design of the small working groups: Where will they take place, what is the timeframe, what is the working method (e.g. text analyses, inputs, open-discussion, “world cafe” ...)
- ensure that the small working groups understand their objectives, that they develop results and write minutes on the discussion
- introducing and contextualising the workshop and the small working groups in the beginning (in front of the plenary)
- taking care of the timeframe (that people come back to the next session on time etc)
- Pre-preparation of needed material (taking care that the material is ready for every small working group)
- inviting people who give inputs if necessary
- taking care that the outcomes are well documented, and where possible, responsibilities for further development or “post-production” are defined

The WPs researchers that are responsible for a workshop supervise the process eg to visit the working groups, comment on the discussion,...

* Note: Workshop 4 data analysis sessions on CCP (and other) material in small working groups including material /theses of findings of the 4 external embedded ethnographers and WP researcher. The small working groups could be moderated by the 4 ethnographers and supervised by Arnd & Marion & Klaus. The workshop also functions as training session of data analysing for those who are not familiar with it (WP4+WP2), including coffee break

→ Plenary sessions

In the plenary sessions the ideas/results/questions of the working groups will be brought together, discussed together, and where possible, common decisions will be concluded, next steps will be defined.

Every plenary session defines a moderator (the list of speakers and in particular on the focus and the development of the discussion and the conclusion), someone who



writes minutes, and a “time-keeper” who is responsible to take care that the discussion will be concluded in time.

The minutes will be shared for further project developments and outcomes as well as further workshop discussions

→ **Semi-public**

The CCP presentations, WP presentations (if the presenters want it) and the workshop on museological aspects (WP3+5) are semi-public. That means that stakeholders and collaborators are invited to participate. The invitations will be organised by those who are responsible for a workshop or presentation in collaboration with WP6

PREPARATION

As the CCP presentations should be focused on issues, open questions, and overall-concepts to be discussed and developed later in the workshop, the preparation include discussions with the CCPs and the workshop providers.

Everyone who attends the MtM should be familiar with the basics of each ‘project’ that can be found in the scientific report. (Or some of the presentations from the review meeting could be uploaded as a “common ground”)

The external CCP researcher should share their first findings and theses in advance.

Everyone who provides a workshop is responsible for its preparation that includes

- if needed: invitation of people who give input for small working group
- communicate the objectives of the small working groups and the workshop in advance to everyone who attends the MtM
- providing preparation material such as texts, first theses and ideas on the questions to be discussed,...

The workshop on data analyses needs the selection of material to be discussed and the first development of conclusion out of this material.

The workshop on the final publication (aka Manual) needs the first concept of the manual provided.