

Month no	Timing	Activities and milestones	Events internal/external	Research phases/deliverables
14	3 Apr 2017	Outline for Contributors published		
15	31 May 2017	Concept, draft table of contents done.	TRACES review meeting	
16	22 June	Board Meeting 1		
16-19	June - Sep 2017	Selecting materials to be discussed in MTM workshops, basis for contribution		
19	13 Sep 2017	Board Meeting 2, dialogic form approved		
19	30 Sep 2017	Book concept presented and discussed at MTM. List of contributions/ideas established and clustered into chapters	TRACES MTM	
20	30 Oct 2017	Call for each chapter?		
21	30 Nov 2017	Book proposal and draft table of contents for publisher done		
21-22	Nov-Dec 2017	Producing outlines for contributions in different formats (first round). Feedback by WP4 / editorial board.		
22	31 Dec 2017	Book concept finalised, responsibilities clarified		
23-26	Jan - Apr 2018	Producing contributions in different formats (second round). Rolling deadline for batch 1 until end of April.	Additional editorial workshop	
26	31 April 2018	End of rolling deadline 1 for final versions of contributions.	First batch of contributions delivered	
27-29	May - Jul 2018	Editorial feedback for first batch of contributions. Arranging contributions in chapters. Checking copyright, images etc. Editing and internal proofreading batch 1. Identifying additional tasks (glossary, chapter introduction, "service part" ...)	Editorial workshop (M30)	

27-29	May - Jul 2018	Producing contributions in different formats (third round). Rolling deadline for batch 2 plus editorial feedback until end of September.		
30	31 Aug 2018	manuscript part 1 to graphic designer	Designing period starts	
	15 Sep 2018	End of rolling deadline 2 for final versions of contributions.	Second batch of contributions delivered	
	15 Okt 2018	Editorial feedback for second batch of contributions completed. Inserting contributions in chapters, copyright, image and acknowledgement checking. Editing and Internal proofreading batch 2.	Designing period continues	
32	15 Dec 2018	Laid out manuscript to final proofreading, author approval		
33	15 Jan 2019	complete manuscript to printer/publisher	Production period ends	
35	30 Jan 2019	CANCELLED: Publication presented at TRACES final conference. Press conference.	TRACES Final Meeting	