

IPMA® Expert Seminar, 13th and 14th February 2014, ETH Zurich, Switzerland

Future Trends in Project, Programme and Portfolio Management

Seminar website www.ipma-expertseminar.com

Speaker and Moderator Information

Venue

You find the map and the street view on “google” with: Zurich, Universitaetsstrasse 8.

We are in the ETH Zurich Building CHN in the room F 46 (‘F’ is the level).

A PC and the beamer will be installed in the plenum room.

A beamer will be installed in both group rooms CHN F 42 and CHN G 22.

Process

Please bring a copy of your presentation with you on a USB stick, for **data transfer** and as a back-up. If you like, you can send me your presentation until 10th February 2014.

The **presentation** shall be installed and tested at latest in the morning of each day during the “get together” time.

All presentations will be most important and would deserve a longer **time slot**. However, the time is limited (as in projects) and let us respect each other’s times in the program.

If a participant wishes a **copy** of a presentation, he or she asks the corresponding speaker for this.

The **Workshop** discussions are a core part of the Expert Seminars.

The Theme Chairman assures that

- the results are documented in electronic form
- a summary shall be presented to the plenum
- and the whole document shall be handed over to the organizer (spm).

Each group should **appoint** a moderator, a writer and a speaker to the plenum.

Both the final papers finished now or after the Expert Seminar and the final Workshop questions and results will be published in the IPMA Expert Seminar **Proceedings**.

Organisation

Please do not hesitate to contact us for inquiries.

For the Organising Committee:

Dr. Hans Knoepfel