



EmpowerAI Project – Blended Meeting in Porto

Dates: October 14–17, 2025

Main Venue: GECAD, 4th Floor, Building I, ISEP – Instituto Superior de Engenharia do Porto

[Google Maps Location](#)

ISEP Contact: +351 22 834 0511 ext. 1801

Local Host Contact (Goreti Marreiros): +351 936 260 063

Meeting Link: https://teams.microsoft.com/l/meetup-join/19%3ameeting_NGU3Mzg1MTgtN2NmYy00MmVhLWJmOWUtMDhjMTM0ODk2N2I3%40thread.v2/0?context=%7b%22Tid%22%3a%227a60a629-e61f-430c-9c63-266653b2b899%22%2c%22Oid%22%3a%22c5328bc7-6507-4266-82f1-f03117a0dc01%22%7d

AGENDA

Tuesday, 14 October 2025 – Pre-Meeting (In-Person)

Venue: ISEP (exact room TBC)

Time	Activity	Participants
14:00–17:30	WP4 Planning & Execution Working Session	TU-Sofia coordinator, IPP team, Sucesso Creativo team
	Timeline and responsibilities	
	Deliverables and quality management	
	Technical and organizational planning	

Wednesday, 15 October 2025 – Arrival Day

Arrival of international participants

Optional informal meet-up in the evening (details to be announced)

Thursday, 16 October 2025 – Main Meeting Day: WP3 / Task 3.1 Focus

Venue: GECAD, 4th Floor, Building I, ISEP

Format: Blended

Time	Activity	Lead
10:00 – 11:00	Steering Committee Meeting	P1
	Status of Deliverables (WP1, 2 3,4)	
	Budget and interim reporting reminders	
	Timeline check for piloting and evaluations (WP4, WP5)	
	Internal communication improvements and upcoming events	
11:00 – 11:15	Updates on TA4.1	IPP
11:15 – 11:30	 Coffee Break	Hosted by IPP
11:30 – 13:00	Task 3.1 – Training Curriculum Review Session I	P1
	Overview of curriculum structure and objectives	
	Module content - Ethical AI principles, risks, and best practices	
	Feedback from focus groups and round tables (WP2 insights)	
13:00 – 14:30	 Lunch Break	
14:30 – 16:00	Task 3.1 – Training Curriculum Review Session II	P1, P3
	Detailed review of modules and learning outcomes	
	Adjustments for local/national contexts	
	Consensus on structure, duration, and pedagogical tools	
16:00 – 17:00	Validation and Next Steps	All partners

Time	Activity	Lead
	Formal acceptance of the training curriculum (or agreement on the revision plan)	
	Task 3.2 planning: Preparation for national adaptation and implementation	
	WP4 alignment - Piloting timeline	
19:30	 Social Dinner (Organized by IPP) (<i>Venue details TBA</i>)	All attending participants

Friday, 17 October 2025 – *Departure Day*

Individual departures of participants

Additional Information and guides:

https://drive.google.com/file/d/1iWakbUrkleqEbUuL_AJE_1mmcSMI7BxY/view?usp=sharing