

**Personal and Professional Development Planning
Workshop II - Proposal Writing
Vienna, February 24th - 26th 2014**

Monday 24.02.2014	Tuesday 25.02.2014	Wednesday 26.02.2014
	09:00 - 13:00 How to write the methodology and the work plan of a proposal	09:00 - 11:00 How to plan the financial issues for a project
		11:00 - 11:30 Agreement on next steps
12:00 Lunch	13:00 - 14:00 Lunch	11:30 Lunch
14:00 Presentation feedback loops		13:00 Departure
14:15 - 15:00 Review of the last half year	14:00 - 16:00 Intervision: Intercollegial consultation	
15:00 - 16:00 Introduction to the workshop		
16:00 - 18:00 How to write the goals of a proposal	16:30 Guided tour through the University of Vienna	
20:00 Dinner	20:00 Dinner	