



Second meeting in the WONCA Europe 2016 Scientific Committee

TIME: 23 April 2015 from 13:00-18:00 (lunch 12:00-13:00)

VENUE: Hotel Kong Arthur, Copenhagen

ADDRESS: Nørre Søgade 11, 1370 København K, Denmark

WEBSITE: <http://www.arthurhotels.dk/hotel-kong-arthur/contact-kong-arthur/>

AGENDA

1. Chair's welcome and plan for the meeting (Peter)
2. Appointment of minute taker
3. Update on progress and agreements (Peter and Roar)
 - a. Themes
 - b. Keynote speakers
 - c. Promotion
 - d. Homepage and social media
 - e. Abstract submission and review platform, meeting with ICS and demonstration
 - f. Meetings with the WONCA Europe Exec and general update
 - g. Gender policy, patient participation
4. Definitive deadlines (Peter)
Call for abstracts: June 2015
Deadline for abstract submission: January 2016
Abstract Acceptance: Mid February 2016
Late/breaking abstract: ?
Final program: SC meeting in March/April 2016
5. Introduction to group work (Peter)
 - a. **Presentation / review group** (Tuomas, Jørgen, Hannes, Anja, Patrik)
To work with abstract submission, indexing (themes?), review process, guidelines for oral presentations, abstracts, workshops/symposia and poster presentations.
 - b. **Program group** (Helena, Anne, Hans, Emil, Guri)
To work further with the themes, keynotes, full program incl. number of sessions and networks/SIGs.
6. Groups presenting and discussion (Peter)
7. Next meeting
8. AOB

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