**Training Workshop on EDIT Value Tool**

*Prague, 05-06/02/2014*

DRAFT PROGRAMME

Participants: Trainers from AT, CZ, IT and PL

Representatives of responsible WP3 PPs

Goal of the workshop is to train the trainers in the EDIT Value Tool. After the training, they will be able to apply the Tool in pilot SMEs in their countries and provide a feedback to the project team.

Methodology of the workshop will be to a certain extent similar to the one used within the internal training workshop in Graz. More emphasis will be given to an introduction of the EDIT Value Tool, and (a) block(s) on tools and applications will be added.

**DAY 1**

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| **Time** | **Topic** |
| 9:00 – 9:15 | Introduction of the project |
| 9:15 – 10:15 | Introduction of the EDIT Value Tool (main characteristics, methodology, etc.) |
| 10:15 – 10:45 | Presentation of a virtual SME case for analysis |
| 10:45 – 11:05 | Coffee break |
|  | **BLOCK: Initial analyses** |
| 11:05 – 11:50 | Initial stakeholder analysis (interactive exercise with form 1.1) |
| 11:50 – 13:00 | Input output analysis (interactive exercise with form 1.2) |
| 13:00 – 14:00 | Lunch |
| 14:00 – 14:45 | Indicative life cycle analysis (interactive exercise with form 1.3) |
| 14:45 – 15:15 | Quantification of potentials |
|  | **BLOCK: Identification of potentials and allocation of applications / tools**  (interactive exercise with form 1.4 - selected aspects only) |
| 15:15 – 17:00 | Processes   * Identification of potentials * Allocation of applications / tools * Overview of existing tools and methodologies |
| in between  (15:45 – 16:00) | Coffee break |

**DAY 2**

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| **Time** | **Topic** |
|  | **BLOCK: Identification of potentials and allocation of applications / tools** – CONT. (interactive exercise with form 1.4 - selected aspects only) |
| 9:00 – 10:30 | Stakeholders, strategy and goals   * Identification of potentials * Allocation of applications / tools * Overview of existing tools and methodologies |
| 10:30 – 10:50 | Coffee break |
| 10:50 – 12:30 | Products   * Identification of potentials * Allocation of applications / tools * Overview of existing tools and methodologies |
| 12:30 – 13:30 | Lunch |
| 13:30 – 14:30 | Management system   * Identification of potentials * Allocation of applications / tools * Overview of existing tools and methodologies |
|  | **BLOCK: Planning of projects** |
| 14:30 – 14:45 | Action plan |
| 14:45 – 15:30 | Cost Benefit Analysis (interactive exercise) |
| 15:30 – 15:50 | Coffee break |
| 15:50 – 16:30 | Reflection and discussion |
| 16:30 – 17:00 | Planning next steps |