



Notes/Hints regarding the 2nd Trainee Retreat & the 6th IRTG Colloquium

This year's (and probably last) internal IRTG colloquium will take place again as part of a trainee retreat organized by our PhD students. The retreat will be held from March 2 to 4, 2020, with the integrated 6th colloquium from March 2 to 3, 2020 in Bad Dürkheim.

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Further information on the meeting place is provided on our home page (*Meetings*). As usual, the journey has to be organized privately and travel cost may be accounted for after the event. **Please do not forget to apply for the official trip at your Home University for insurance reasons.** In addition, if you are an employee of the Saarland University or a fellowship holder, you have to complete the form "Reiseauftrag" (<https://www.uni-kl.de/intern/meine-tuk/hauptabteilung-2/downloads/ha-2-reisekosten-fuer-entpflichtete-professoren-sowie-externe/>) in order to be able to apply for reimbursement of travel cost.

Accommodation will be in single rooms (PIs) or shared rooms (trainees) according to the table in the agenda. Check-in to the rooms on Monday will be possible after lunch (guaranteed from 2 pm; a storage room for luggage is available); check-out on Tuesday (PIs/Alumni) and Wednesday (Trainees) should be until 11 am. **Catering** will include all meals starting with a coffee break on Monday morning and ending with a coffee break on Wednesday afternoon.

The **trainee retreat** will start at 8.55 am on Monday morning (March 2) with a welcome by the trainee spokesperson and a method session. Arrival of PIs is expected until 10.45 am for the start of the **colloquium**, which includes a project talk session, a hike (or free time for e.g. a casino visit or a visit of the spa area), a poster session, an alumni session and a casual come-together after dinner. Two more project talk sessions and one more poster session are scheduled for the second day and the colloquium will end after concluding remarks and the announcement of the poster prizes at about 2 pm on Tuesday, March 3. After the departure of the PIs the trainee retreat will continue with two workshops (project management & job application) until Wednesday, March 4 at about 4 pm.

Talk sessions

Trainee talks are scheduled 10 min & 5 min for discussion; for each Alumni talk a slot of 30 min is available for both, talk and discussion.

Poster sessions

In order to ensure that every PI will be able to visit every poster, a poster round trip in PI groups will be organized (respective schedule will be available in Bad Dürkheim).

Poster Prizes

First of all, we would like to thank our PIs for their donations for the three poster prizes. The poster prize committee will be built of all PIs and for this, they will receive voting sheets on site. Gabi will collect the sheets after the poster sessions and will take care of the evaluation during the last talk session.

Guidance Committee Meetings

There will be no fixed schedule for these meetings this time. Instead, since every PI will visit every poster, trainees are requested to collect the comments of their (co)-supervisors in the report forms and collect the signatures during the breaks.

As usual, please do not hesitate to contact us in case you should have questions or comments.

02/19/20

Gabriele Amoroso / Cristina Martins Rodrigues / Mona Schöppe