General information
Content

- ITEA organisation
- ITEA communications
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- ITEA call schedule
ITEA organisation
The main tasks of the ITEA Office and ITEA Bodies are:

- To create/increase awareness of the programme
- To help setup projects and continue to support them throughout their working period
- To ensure rigorous quality from Call to completion
- To monitor changes in technology and steer the technical content of the programme accordingly, while maintaining strong cooperation with Public Authorities (PAs) and other EUREKA Cluster programmes
ITEA organisation
Structure

Board
• Responsible for overall strategy and coherence
• Labels project proposals

Board Support Group
• Supports Board with delegated responsibilities and prepares the Board meetings
• Sets priorities and ranks projects for public support

Steering Group
• Evaluation of POs and FPPs and recommends a selection
• Monitors projects progress by participating in project reviews and evaluating project progress reports

ITEA Office
• Supports other ITEA bodies
• Analyses data and reports on the programme
• Provides information and communication
• Executes the financial administration
• Proposes and executes the budget

Public Authorities

Projects
ITEA Office

Zeynep Sardar
ITEA Chairwoman

Philippe Letellier
ITEA Vice-chairman

Fopke Klok
ITEA Office director

Erik Rodenbach
Programme coordination

Soo-Kyung Shin
Programme support

Stéphanie van den Cruyssen
Management assistant

Johan van der Helde
ICT

Kay van Ham
PR & Communications

Loes van den Borne
PR & Communications

Linda van den Borne
PR & Communications

Diana Verdoes
PR & Communications

Kristin Speerits
Debtor management

https://itea3.org/meet-the-team.html
ITEA communications
ITEA publications
All accessible via itea3.org

ITEA publications

- ITEA 3 Brochure
  A quick guide to ITEA
  February 2014

- Case for ITEA 3
  Seizing the high ground in a time of change
  September 2012

- ITEA Annual Report
  12 years of ITEA
  Achievements & results of the programmes ITEA 1 & ITEA 2
  October 2010

- ITEA Annual Report 2016
  Full year report
  March 2017

- ITEA Annual Report 2015
  Full year report
  February 2016

- ITEA Annual Report 2014
  Full year report
  March 2015

ITEA & ARTEMIS publications

- ITEA Magazine 27
  July 2017

- ITEA Magazine 26
  March 2017

- ITEA Magazine 25
  October 2016

- ITEA Magazine 24
  June 2016

- ITEA-ARTEMIS I High-level vision 2030
  Opportunities for Europe
  Version 2013

- High-level vision ITEA-ARTEMIS 2030
  Version 2012

ITEA Roadmaps

- ITEA Living Roadmap
  for Software-Intensive Systems & Services
  Online edition - October 2012

- ITEA Roadmap
  for Software-Intensive Systems & Services
  Edition 3 - February 2009

- ITEA Roadmap
  for Software-Intensive Systems
  Edition 2 - May 2004

- ITEA Roadmap
  for Software-Intensive Systems
  Edition 1 - March 2001

EUREKA & Intercluster publications

- EUREKA Clusters
  Essential instruments for global competitiveness
  September 2013

- EUREKA Clusters Annual Report
  Presented to the Eureka HLG
  April 2012
For each project the ITEA Office produces two project leaflets:

- a Project Profile leaflet for a running project
- a Project Results leaflet for a finished project
Project Leaflets
Guidelines

Text
- The ITEA Office offers the services of our dedicated copywriter to write the leaflets on the basis of relevant project documents, e.g. FPP, progress report, review documents and a project leader interview
- The text will be written (coordinated with the project leader) by a native-speaking English copywriter

Pictures/graphics
- Pictures and images must be of high quality and high resolution (they must be suitable for offset printing)
- Free of rights

Production of the leaflet
- The ITEA Office will produce the leaflet: putting the final text and pictures in the layout and print the leaflets

Examples of other project leaflets
- ITEA website under Projects - https://itea3.org/all-projects.html
Exploitable results for third parties (ERTP)

Description

- The ERTP document is a dissemination tool that intends to describe the different reusable results of your project that you would like to communicate. These results may be technologies or integrated products, sub-systems, components, (closed or open-source) software libraries, standards, algorithms, etc.

- The ERTP document will be reviewed by the ITEA Presidium, the Programme coordinator and the project reviewers. Once it is final, it will be published on the project website and possible in the ITEA Living Roadmap.
For each labelled project the ITEA Office produces a project information page which is maintained/updated along the duration of the project and kept online after completion of the project.
ITEA events
Each year ITEA organises or partakes in a 2-day annual event (e.g. Digital Innovation Forum, EUREKA Innovation Week)

Main ITEA Goals:
- Promote ITEA, its projects and project results
- Exchange of information between projects

Targeted Audience:
- Public Authorities
- ITEA project participants
- ITEA body members
- Externals interested parties / potential new ITEA participants
- Press

All running and recently finished ITEA projects are expected to present themselves in an exhibition stand, to showcase their results (so far).
Digital Innovation Forum Format

1st day:
- Keynotes and thematic workshops (Smart energy, Smart health, Smart manufacturing, Smart mobility)

2nd day:
- Keynotes, Community sessions, SME/Startup innovation sessions & market, plenary conclusions

Exhibition (2 days):
- ITEA projects
- ARTEMIS affiliates and ECSEL/H2020 projects
- external booths
- SMEs / Startup stands
ITEA Project Outline Preparation Days
Jump-start your project idea

- Present ideas in a poster session and an elevator pitch
- Discuss and work on project ideas in workgroup sessions
- Meet companies and potential partners from all over Europe and beyond
- Meet Public Authorities to discuss your idea(s) and learn more about the specific funding rules in your country
- Learn more about ITEA and the Call process
ITEA 3
Call schedule

- **Mid Sep. : Opening of the Call**
- **Mid Sep. : Project Outline preparation Days**
- **End Oct / Begin Nov. : Deadline submission of Project Outlines**
- **Begin Dec. : Accepted POs invited for submission of Full Project Proposals (FPPs)**
- **Mid Feb. : Deadline for FPPs**
- **Mid-Mar. : Announcement of labelling results**
- **Q2 : National funding applications**
For any question or support: info@itea3.org
Thank you for your attention