PRIMAGE
Medical imaging
Artificial intelligence
Childhood cancer research

D9.2 – First Year Plan for Dissemination and Communication of Project Results

Project Full Title: *PRedictive In-silico Multiscale Analytics to support cancer personalized diaGnosis and prognosis, Empowered by imaging biomarkers Business Place*
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Disclaimer

Acknowledgement

Introduction

This "First Year Plan for Dissemination and Communication of Project Results" will outline the proposed strategy and plan to meet the expectations and needs of the project. It outlines the procedures and key actions ensuring they are implemented and followed. In addition, the Plan lists the tools to be used and target groups to be reached.

The "First Year Plan for Dissemination and Communication of Project Results" corresponds to WP9 on Communication, Dissemination & Exploitation and specifically deliverable D9.2 as outlined in Annex I (Part A) of the Grant Agreement. The overall "First Year Plan for Dissemination and Communication of Project Results" for PRIMAGE is based on the defined internal management rules, methodologies and work plan specified in the Grant Agreement.

The objective of deliverable D9.2 is to outline the strategy for ensuring coherent and efficient dissemination of PRIMAGE activities, progress and achievements throughout the project. It will outline how optimal visibility and wide outreach to all stakeholders will be achieved, as well as how results will be disseminated to the scientific community, using the appropriate communication channels and dissemination tools. This deliverable includes a dissemination toolkit, consisting of design elements, templates and a project website.

Links to the elements in the toolkit are included at the end of this document.

1. Dissemination Actions

1.1 Objectives

The purpose of the "First Year Plan for Dissemination and Communication of Project Results" is to provide a broad overall framework and guideline for disseminating and communicating about the activities of PRIMAGE and to ensure that the desired impact of PRIMAGE is achieved.

Specifically, the objectives are to:

- Raise awareness – let others know what we are doing
- Inform – educate the community
- Engage – get input and feedback from the community
- Promote – disseminate our outputs and results

1.2 Procedures

In order to ensure a highly efficient dissemination of scientific information at the European level, the PRIMAGE consortium will create and carry out key communication actions addressed in WP9 in order to implement the best way to promote the project's results. To raise scientific and public awareness on PRIMAGE'S progress, systematic public information will be disseminated through internal and external dissemination routes as detailed in the sections below.

1.3 Key actions

SIOP Europe, together with the consortium partners will carry out the dissemination activities and will have the following tasks, which are described in more detail in subsequent sections of this document:

- Implement the strategy for internal and external dissemination as described in further detail within this document;
- Publicize the project to all relevant network stakeholders;
- Identify the most appropriate results to be announced to relevant target audiences by means of publications and information outlets/tools;
- Proactively identify and maintain a database or PRIMAGE Roadshow of events of the most efficient opportunities to reach these target audiences;
- Foster networking within the scientific community, specifically with other EU funded initiatives and associations.

1.4 Target audiences

SIOP Europe, together with the WP9 partners will organise actions to increase the visibility of PRIMAGE for respective consortium partners (internal) and other communities (external). The target groups are identified in the following sections.

Internal target dissemination

The PRIMAGE infrastructure aims to guarantee that all partners are informed about the progress and activity outcomes, network-planning and all other issues which ensure well-informed and well-briefed partners. This ensures the maximum efficiency of resources, consistency of results, and increases the synergy and integration of the partners. The management meetings and coordination of meetings will play an important role in this task. All information generated within the project will be communicated to HULAFE (Coordinator of WP10 Project Management) who will be in charge of channelling this information to the other contractors, where appropriate.

The internal target audience consists of:

- The PRIMAGE Consortium Partners: 16 project partners, including 3 clinical partners and 13 technical partners;

- The PRIMAGE Advisory Board which consists of a recognized group of experts in the fields of Pediatric oncology, Imaging biomarkers and related ICT technologies, GDPR (Data Protection and Treatment aspects) and industry representatives (Pharma and PACS industry). The Advisory Board oversees the PRIMAGE project work progress and its main goal is to give general advice and guidance to the Consortium.

- The partner's respective communities and stakeholders.

In order to facilitate efficient internal communication among partners, an electronic project management facility, Google Drive (hereafter GDrive) will be used.

GDrive will capture the day to day activities of the project, facilitating the upload and circulation of draft and final documentation, important references and other material including:

- A list of consortium partners and their contact details, addresses, telephone details, email address, messaging details.

- An electronic directory for storage of project related documents, which can be uploaded, viewed and downloaded by all partners. Partners will be invited to provide their comments/opinions on draft versions of project-related documents, where appropriate;

- Forthcoming reporting requirements and additional documentation that may be needed/useful to the project.

The basic structure of folders and subfolders is shown below and can be accessed here:
https://drive.google.com/drive/folders/1d8D6pblnuZd0bZZjDcP66vIfXAP17O9J

MANAGEMENT	INTERNAL RESOURCES	WP & DELIVERABLES

▪ **Legal docs:**
  ▪ GA
  ▪ DOA
  ▪ CA
  ▪ Amendments
▪ **Meetings**
  ▪ Agendas
  ▪ Meeting minutes
▪ **EC Communications**
  ▪ Official EC letters.
  ▪ EC reporting results
	▪ **Contact list**
	▪ **Project Templates**
	  ▪ *Deliverable template*
	  ▪ *Powerpoint template*
	▪ **H2020 templates**
	  ▪ *Timesheet*
	  ▪ *No-timesheet (FTE declaration)*
	▪ **Dissemination toolkit*
		▪ **WP1**
		▪ **WP2**
		▪ **WP3...**
		
		Addressed to storing the works and final version of the deliverables from each WP

External target dissemination

PRIMAGE aims at communicating effectively with parties outside of the consortium, in particular academia, research and industrial communities, as well as with other European consortia, policy makers, and more generally with the scientific community and its citizens at large. We will pro-actively reach out to the communities that we anticipate will be most interested in and benefit from the outputs of PRIMAGE, through participation in key meetings and organising dissemination events with relevant groups.

In line with the obligations regarding dissemination of results and achievements, SIOP Europe and the other consortium partners will ensure continuous, complete and highly visible public relations activities to the various target audiences identified. This includes the provision of all public documents, materials and tools described in the next section.

The external target audience consists of:

- Scientific Community, healthcare and research professionals in the
    - Oncology community
    - Paediatric haemato-oncology community
    - ICT-related community
- Associations in paediatric oncology and in-silico technologies (e.g., CCI Europe, ECCO, ESTRO, EIBIR, ESR, AVICENNA Alliance, European Society of Medical Imaging Informatics (EuSoMII)
- Networks and platforms of other EU-funded initiatives (e.g., ERN PaedCan, Joint Action on Rare Cancers, VirtualBrainCloud, Big Data for Better Outcomes, Innovative Medicines Initiative, Electronic Health Records for Clinical Research, EUPID, Eureka)
- Policy makers: EU institutions and (sub)national authorities
- Industry: pharmaceutical and medical device organisations
- End users: patient associations, national healthcare systems
- General public

1.5 Dissemination Tools

To achieve the project dissemination and communication objectives, and to reach the different target audiences and channels, the following project tools will be used.

Project Identity

The project identity is composed of the following items, which have already been delivered:

- The project logo;

- Templates for graphical layout of project documents;

- The correct use of the EU emblem;

- A Dissemination Toolkit, including a preliminary brochure, presentation and poster to spread the knowledge about the project.

Key communication messages, as well as updated brochures and other deliverables making up the project identity will be developed in agreement with the project partners during the first year of the project.

Project Logo

The project logo has already been developed and adopted. Its design was inspired by the key technologies that will be used for the project, as well as the diseases that will be addressed: imaging, artificial intelligence and childhood cancer.

Logotype   Isotype

The logotype with text should be used whenever possible. The isotype (without text) should be used whenever the logo would be too small to be able to read the text. The isotype may also be used as a partially transparent background for posters and presentations. The following colours and type are used for the logo:

| Logo/Accent Colours		
RBG	**CMYK**	**Colour Hex**
Blue: Red = 0, Green = 96, Blue = 171	Blue: C: 93, M: 60, Y: 0, K: 0	#0060ab
Green: Red = 128, Green = 187, Blue = 42	Green: C = 57, M = 0, Y = 99, K = 0	#80bb2a
Orange: Red = 227, Green = 118, Blue = 35	Orange: C = 6, M = 62, Y = 92, K = 1	#e37623

The logo type used is **Avenir Black**.

Templates for graphical layout of project documents

To achieve effective communication, a set of templates has been developed, including templates for meeting minutes, reports, agendas, deliverables, and PowerPoint presentations. All templates can be accessed from the Google Drive shared repository:
https://drive.google.com/drive/folders/1d8D6pblnuZd0bZZjDcP66vIfXAP17O9J.

Some examples of templates are as follows:
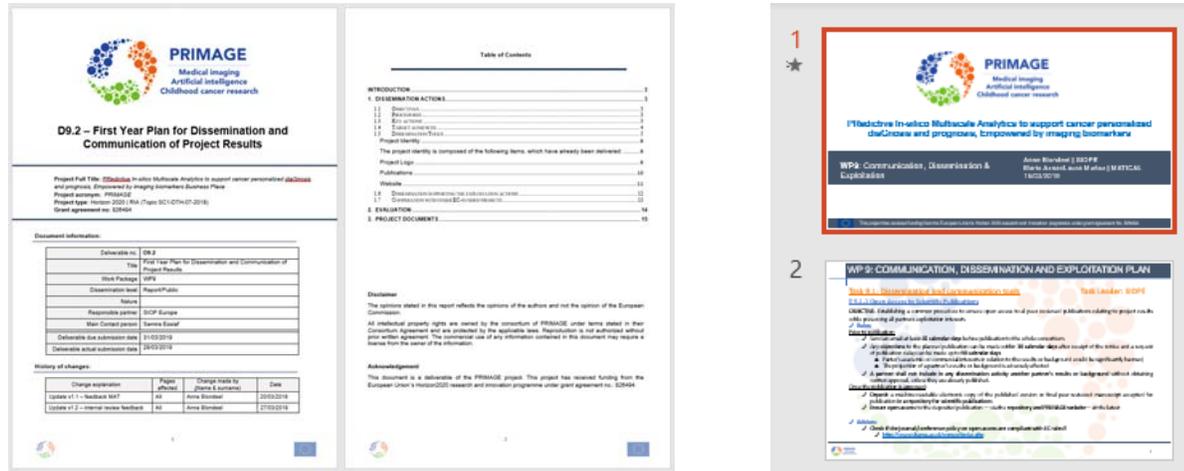
The use of the EU emblem

As dissemination partner SIOP Europe will survey and respect the EU rules with regards to the PRIMAGE and PRIMAGE logo as outlined in Article 38.1.2 Information on EU funding — Obligation and right to use the EU emblem. SIOP Europe office will respect the information and right to use the EU Emblem and ensure unless the European Commission requests otherwise, that any dissemination activity related to the specific actions (including at conferences, seminars, in information material, such as brochures, leaflets, posters, presentations, etc., in electronic form, via social media, etc.) and any infrastructure, equipment or major result funded by the specific grants displays the EU Emblem and include following text and logo:

 "This [insert appropriate description, e.g. report, publication, conference, infrastructure equipment, insert type of result, etc.] has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No. 826494."

Furthermore, SIOP Europe office as dissemination partner takes care that the EU Emblem has prominence when displaying with another logo and give guidance to PRIMAGE partners on the use of the logo (which can be used by the partner without first obtaining permission from the Agency, however, solely for the purpose above). They will also survey, that any communication activity with respect to the specific action, in whatever form and or by whatever medium, must specify that it reflects only the author's views and that the European Commission is not liable for any use that may be made of the information contained therein.

When disseminating results, the following disclaimer will be included:

"The opinions stated in this report reflects the opinions of the authors and not the opinion of the European Commission.

All intellectual property rights are owned by the consortium of PRIMAGE under terms stated in their Consortium Agreement and are protected by the applicable laws. Reproduction is not authorized without prior written agreement. The commercial use of any information contained in this document may require a license from the owner of the information. "

Dissemination Toolkit

The Dissemination Toolkit I includes a brochure and poster to spread the knowledge about the project. At the end of the first year of the project, a Dissemination Toolkit II will be produced which will include several other dissemination materials, including a flyer and/or bookmark and a roll-up banner for display at events. The first version of the brochure is reproduced here below. The brochure contains the project's practical details, as well as sections on the purpose of the project and how PRIMAGE will be applied in the clinical setting, a diagram explaining the enabling technologies integrating the PRIMAGE platform, as well as the names and logos of the project partners. The brochure will be further elaborated as the project progresses. The brochure can be downloaded here: https://drive.google.com/file/d/1gzAWKRjQYKEUIWt7CiLG-pD-sIIM_MyT/view?usp=sharing
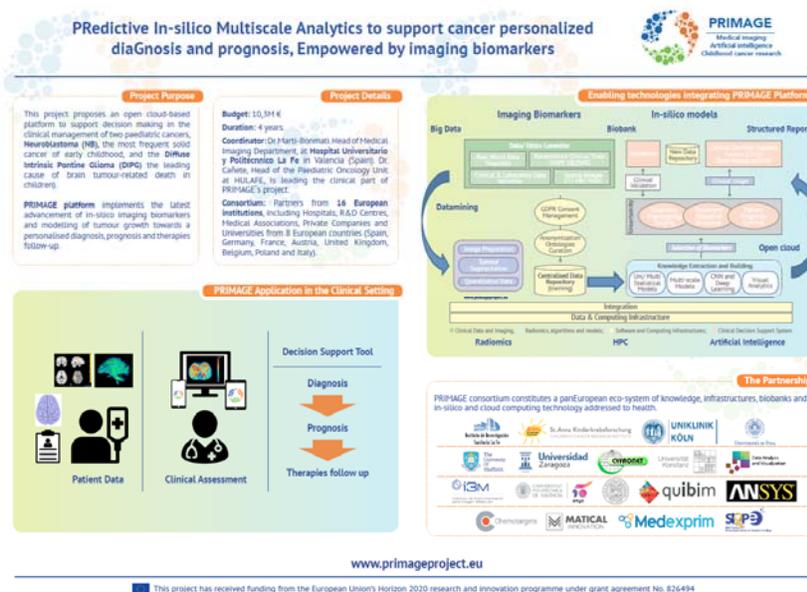
eNewsletter

A periodic eNewsletter or eBlast will be sent to consortium partners and their networks. It will be made available on the project website and via social media. The eNewsletter is meant to provide information on the project's progress, results and upcoming events. The frequency of the eNewsletter is yet to be determined based on progress and results, but it is expected to be issued twice per year.

SIOP Europe will draft an outline of each eNewsletter and circulate it to the project partners for their input. A detailed timeline will be circulated at the same time, with deadlines for submissions and revisions.

The eNewsletter is created and sent using the marketing automation platform Mailchimp. Using Mailchimp allows for attractive and easily readable newsletters and the easy collection of detailed statistics and performance reports.

Initially, the eNewsletter will be sent to the consortium partner's members, however, individuals will be able to sign up on the PRIMAGE website to receive the eNewsletter as well.

PRIMAGE Roadshow of Events

Some of the most effective possibilities for disseminating knowledge are based on the participants' own initiatives, for example, in the course of attending meetings, conferences, workshops, training sessions, and seminars.

Dissemination will also take place within third party activities, e.g. in speaking contributions from project stakeholders, scientific abstracts and posters generated by the network, as well as presentations and information booths within conferences, exhibitions, training sessions organised by third parties.

A PRIMAGE "Roadshow" of approximately 20 events will be organised. This consists of an agenda of relevant European and international events that will occur during the duration of the project and that consortium members are already planning to attend or organise as part of their existing activities.

Some of these events during Year 1 include:

Dissemination at External Events	Month-Year											
	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Dec-19
International Childhood Cancer Day			■									
ACCELERATE Congress			■									
European Congress of Radiology (ECR)			■	■								
American Association for Cancer Research Congress (AACR)				■								
European SocieTy for Radiotherapy & Oncology (ESTRO38)					■							
5th EORTC Quality of Life Conference						■						
SIOP Europe Annual Meeting						■						
SIOP Europe Clinical Research Council (CRC)						■						
CCI Europe Annual Congress						■						
ASCO Annual Conference							■					
Childhood Cancer Awareness Month										■		
ECCO Summit										■		
SIOP International Congress											■	
Dissemination at Internal Events												
PRIMAGE Consortium Meeting							■					

This list of events will be kept up to date throughout the project. A spreadsheet tracking the partners' attendance at meetings will be circulated monthly to the consortium partners.

Further meetings where PRIMAGE project information and results will be disseminated include:

- PRIMAGE Consortium events and partner events
- European Commission events
- Policy events (ICC events at the Parliament, MEPs Against Cancer (MAC) events, and others)
- SIOP Europe Clinical Research Council (CRC) Meetings
- SIOP Europe and other member-led events (annual national meetings)
- Teenagers and Young Adults with Cancer Conference (TYAC)
- ICT-related events (Healthcare Information and Management Systems Society (HIMSS20), Health Informatics meets Digital Health - "From eHealth to dHealth", Digital Health World Congress,

European Society of Medical Imaging Informatics (EuSoMII) events, International Avicenna Alliance Conference and others to be identified by the partners)

- Other events identified by consortium partners

Publications

SIOP Europe, together with the consortium partners will encourage and monitor the timely publication of results in peer-reviewed journals and at international conferences, while ensuring that no conflicts with intellectual property rights arise. A list of possible publications will be made available to the partners. These will include:

- Media opportunities:
    - Press releases
    - Interviews
    - Articles
    - Advertisements
    - Other types of coverage, such as TV or radio
- Scientific Publications:
    - Abstracts
    - Position Papers
    - Conference Posters
    - Scientific Articles and Papers

Dissemination activities such as publications and presentations are governed by the provisions outlined below.

Prior to publication:

- Partners should send an email at least **45 calendar days** before publication to the whole consortium.
- Any **objections** to the planned publication can be made within **30 calendar days** after receipt of the notice and a request of publication delay can be made up to **90 calendar days**
    - Requests for delays could be made in case a partner's academic or commercial interests in relation to the results or background could be significantly harmed;
    - The projection of a partner's results or background is adversely affected
- **Partners shall not include in any dissemination activity another partner's results or background** without obtaining written approval, unless they are already published.

Once the publication is approved:

- **Deposit** a electronic copy of the published version or final peer-reviewed manuscript accepted for publication **in a repository for scientific publications**
- **Ensure open access** to the deposited publication — via the **repository and PRIMAGE website**— at the latest

If foreground Information / Intellectual Property or Background Information / Intellectual Property of another Party is needed for publication, approval for use shall be obtained from the appropriate Party owing such rights or affected by the use. The approval of the relevant parties shall be sought at least 30 days before the latest date of which the contents of the planned publication can be altered. For the avoidance of doubt, no such publication will be made without such approval of a party who would be adversely affected by that publication. Approval shall not be unreasonably delayed or withheld.

SIOP Europe office will respect the above mentioned established rules and contribute to their proper implementation.

Open Access

In compliance with the European Commission rules on open access, each partner must ensure open access (free online access for any user) for all peer-reviewed scientific publications. The same publication procedures apply as outlined above.

SIOPE, together with MAT, will encourage and monitor the timely publication of results in peer-reviewed journals and at international conferences while ensuring that no conflicts with IPR issues arise. An open access questionnaire to assess each partner's experience with the process and their general opinion will be developed by SIOPE in direct collaboration with OpenAIRE, collecting partner feedback to be merged into an open access summary report at the end of the project.

OpenAIRE is a European project supporting Open Science. It is a network of Open Science experts promoting and providing training on Open Science. It is also a technical infrastructure harvesting research output from connected data providers. OpenAIRE aims to establish an open and sustainable scholarly communication infrastructure responsible for the overall management, analysis, manipulation, provision, monitoring and cross-linking of all research outcomes.

A comprehensive list of high quality, peer-reviewed open access journals can be consulted here: https://doaj.org/

Website

A PRIMAGE website has been established. SIOP Europe, with input from the consortium partners is responsible for administering the website and will serve as the main contact point for external users. The website will serve as the main dissemination platform for stakeholders. The website can be accessed here: www.primageproject.eu
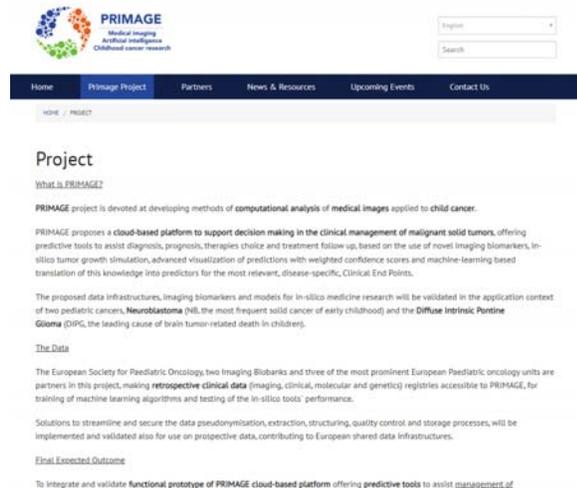
The layout of the website has been designed with the aim of easy access and a user-friendly experience. This particular design has worked very well for several other projects such as Accelerate and Expo-r-net. It is aligned with the project identity and includes links to the social media channels that will be used to disseminate the project. SIOP Europe will measure and monitor the website traffic to gather information about how the website is accessed and which pages are viewed. Google Analytics will be used to gather and analyse this information.

The objectives of the website are to:

- Present the PRIMAGE project and its partners;
- Share PRIMAGE's main objectives, progress and results;

- To announce upcoming events;
- To give access to the public to dissemination materials and certain other deliverables and expected results.

The website has a straightforward and user-friendly structure:
- Home page: short introduction about the project
- Primage project: more in-depth information about the project, background, approach and workplan
- Partners: introducing the project's partners, team members and advisory board
- Resources: this section will include publications, deliverables, pictures and the communication toolkits
- Events and News: this section will contain information about upcoming events and news about the project and results
- Contact us

Social Media

The PRIMAGE project presence will be ensured via SIOP Europe's social media presence on Twitter, LinkedIn, Facebook and YouTube. All social media posts will include the hashtag **#PRIMAGEproject**. Updates on the project status, news about upcoming meetings and events, updates on publications and other noteworthy items will be widely shared via the social media platforms.
Consortium partners and stakeholders are encouraged to use the dedicated hashtag **#PRIMAGEproject** to disseminate via their own social media channels.
Detailed statistics about social media activity will be collected and analysed using Brand24, which allows for the monitoring of mentions feed, discussion volume, influence score, sentiment analysis and marketing analytics.

The accounts/handles are as follows:

Twitter: @SIOPEurope
LinkedIn: https://www.linkedin.com/company/siope---european-society-for-paediatric-oncology/
Facebook: https://www.facebook.com/SIOP-Europe-the-European-Society-for-Paediatric-Oncology-SIOPE-169479233781730/
YouTube: https://www.youtube.com/channel/UCEhVhmtDf-yDSbMNyr169hQ

All social media posts will include the hashtag **#PRIMAGEproject**.

1.6 Dissemination supporting the exploitation actions

The Dissemination activities will also support the project Protection of Results and Exploitation, since both are closely related. Starting from the Deliverable 9.4 – Initial exploitation plan for project results, the following procedure will be followed in order to align Intellectual Property Rights and Exploitation strategy and Dissemination strategy within PRIMAGE project:

- **Identification and definition of potential results** to be protected and exploited through a Results identification template that will be distributed to all partners for their contribution
- **Evaluation of the results identified** in order to select those highly attractive and the most promising in terms of protection and exploitation. The result will be a matrix most promising protectable and exploitable results versus potential application markets
- **Identification of dissemination target groups and non disseminable content,** based on the potential interest of each group (i.e. Scientific Community, Industrial sector, End users, General public, etc.)

It thus will be possible to define:

- The **tools, channels and activities** that will be used to reach the audience identified;

- The **KPIs** to measure the effectiveness of actions carried out.

It has been already planned to organise a dedicated session within the Consortium Meetings devoted to Exploitation (with the participation of all the project partners) and a final workshop by the end of the project aiming at:

- Characterise the **exploitable results**;
- Identify the **main** risks and barriers to the exploitation of the results;
- Gather **recommendations** for the exploitation phase.

1.7 Cooperation with other EC-funded projects

During the duration of the PRIMAGE Project, cooperation with other EC-funded projects is foreseen. Initially, links will be made with the projects listed below. Respective WP leaders should make contact with these projects if appropriate and SIOP Europe will facilitate an exchange of weblinks between these projects and the PRIMAGE project.

- ERN PaedCan - The European Reference Network on Paediatric Cancer aims to reduce inequalities in childhood cancer survival by providing high-quality, accessible and cost-effective cross-border healthcare to children and adolescents with cancer, regardless to where they live.

  - To make specialised know-how and life-saving paediatric oncology treatments broadly accessible, the ERN PaedCan will create a roadmap of healthcare centres that are worldwide renowned for their expertise in treating paediatric malignancies. This network will facilitate the lives of both healthcare providers and of patients whose conditions require specialist expertise and tools not widely available due to low case volumes and a lack of resources.

  - The PaedCan ERN will also implement eHealth technologies and improve interoperability across different institutions (e.g. via a virtual paediatric oncology tumour board network to share expertise and advice).

  - Finally, the ERN will help young patients and their families make informed choices by providing clear information regarding access, quality, safety and reimbursement for treatments received in another EU country. All this will represent more treatment options and less red tape for young patients and their families.

  - More information is available here: http://paedcan.ern-net.eu/home/about-ern-paedcan/

- The Joint Action on Rare Cancers (JARC) is aimed to integrate and maximize efforts of the European Union (EU) Commission, EU Member States and all stakeholders to advance quality of care and research on rare cancers.

  - More information on the project's objectives can be found here: http://jointactionrarecancers.eu/index.php/objectives

- VirtualBrainCloud will bridging the gap between computational neuroscience and subcellular systems biology, integrating both research streams into a unifying computational model that supports personalized diagnostics and treatments in beurodegenerative Disease (NDD). The project will develop and validate a decision support system that provides access to high quality multi-disciplinary data for clinical practice. The result will be a cloud-based brain simulation platform to support personalized diagnostics and treatments in NDD.

  - More information on the project's objectives can be found here: https://cordis.europa.eu/project/rcn/219020/factsheet/en

- Big Data for Better Outcomes (BD4BO) is a comprehensive European research programme aiming to develop key enablers to support health care system transformation through the use of big data. The initiative will develop platforms for integrating and analysing diverse data sets, focusing on outcomes that matter to patients and generating meaningful insights that will help improve health care.

  o More information can be found here: http://bd4bo.eu/

- Innovative Medicines Initiative (IMI) is working to improve health by speeding up the development of, and patient access to, innovative medicines, particularly in areas where there is an unmet medical or social need. The do this by facilitating collaboration between the key players involved in healthcare research, including universities, research centres, the pharmaceutical and other industries, small and medium-sized enterprises (SMEs), patient organisations, and medicines regulators. IMI is the world's biggest public-private partnership (PPP) in the life sciences.

  o More information can be found here: https://www.imi.europa.eu/about-imi/mission-objectives

- Electronic Health Records for Clinical Research (EHR4CR) has developed a robust and scalable platform that can utilise de-identified data from hospital EHR systems, in full compliance with the ethical, regulatory and data protection policies and requirements of each participating country. The EHR4CR platform supports distributed querying to assist in clinical trials feasibility assessment and patient recruitment. The platform can connect securely to the data within multiple hospital EHR systems and clinical data warehouses across Europe, to enable a trial sponsor to predict the number of eligible patients for a candidate clinical trial protocol, to assess its feasibility and to locate the most relevant hospital sites.

  o The project is now closed, however information about results and ongoing initiatives is available here: http://www.ehr4cr.eu/

- Links will also be made with the European Patient Identity Management (EUPID), Eureka – providing a platform for international cooperation, and further relevant EC-funded projects to be identified by the consortium partners.

2. Evaluation

The dissemination activities will be evaluated continuously to measure the success of the strategies outlined in the Dissemination Plan. We will measure the following quality indicators:

Dissemination Activities	Quality Indicators
Project website	Number of visitors Number of visits Top referring sites Top visiting countries Top pages viewed
eNewsletters/eBlasts	Number sent Number of subscribers Open rate
Events	Number of events with PRIMAGE presence
Publications	Number of published: Abstracts

	Scientific Articles and Papers Press releases Interviews Articles Advertisements
Social Media	Number of subscribers Number of tweets Number of retweets Use of the #PRIMAGEprject hashtag

Further evaluation methods such as questionnaires will also be considered, based on discussions among the consortium partners.

3. Project Documents

The following project documents make up the "Dissemination Toolkit I" and are available as of the publication of this Dissemination Plan. All templates can be accessed from the Google Drive shared repository: https://drive.google.com/drive/folders/1d8D6pblnuZd0bZZjDcP66vIfXAP17O9J:

- Project Logo

- Document/Report template

- Templates for meeting minutes, reports, agendas, deliverables, and PowerPoint presentations

- PRIMAGE brochure

- PRIMAGE A1 poster