**Razpoložljive ESA delavnice**Prosimo označite, katera delavnica vas zanima. V kolikor odgovorite z »DA«, dopišite prosim še okvirno število udeležencev. Prosimo, da izpolnjeno dokument vrnite do 24.5.2024.  
Po prejemu odgovorov se povežemo z ESO glede izvedbe (ob predpostavi zadostnega števila prijav).

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| --- | --- | --- | --- | --- |
| Course/ Service Delavnica | Location Lokacija | Duration Trajanje | Notes/Scope Vsebine/opis | **Nas zanima  DA / NE** |
| Proposal writing (3 or 4 days) | In country | 3-4 Days | Hands on course for ‘full’ ESA ITT (>2M Euro contracts) |  |
| Proposal writing EXPRO  (1-day) | In country | 1 day | Course for ‘EXPRO’ ITTs and responding to a SoW, this is the template for GSTP, TDE etc. used for most ‘low value’ technology developments. Covers understanding an ESA SoW, the evaluation process and how to write the proposal (in detail and with examples) |  |
| Proposal writing (mini course) | @ Briefings | 2h | Course for responding to open calls |  |
| PSS forms and rate calculation | In country | 2h | Understanding PSS forms and audited rates and overheads |  |
| PA/QA course | In country | 2 Days | 2 Days, SW and HW introduction to PA/QA systems for space |  |
| HR Events | In country | 2h | Evening event for young people to promote training schemes and jobs in space |  |
| EEE components | TBD | TBD | First introduction to EEE components, standards and qualification for space missions |  |
| ECSS Introduction | In country | 1.5h | First introduction on how to get started using ECSS for those who never have, should be followed up by more detailed courses |  |
| ESA Overview | In country | 2h | General overview of ESA, its organisation and programmes for industry |  |
| **Intro for new Delegates** | **In country** | **1 day** | **Everything a new delegate needs to know to get started working with ESA. Should be followed up by info on specific roles (e.g. like AFC)** |  |
| Space Project Management and Control | In country | 1 day | First introduction and overview, targeted at startups and young SMEs starting to do business with ESA |  |
| Outreach & Inspiration: ESA achievements and successful missions | In country | 2 h | Highlighting key ESA missions, achievements with nice stories, photos and results. |  |
| Technical Requirement Specification training | In country | 1.5h | What does a detailed requirement specification look like for TRL 6+ (and key elements for earlier TRLs)? Showing the different aspects (e.g., performance, functional, physical, environmental, reliability, interfaces), relating to ECSS, discussing traceability/verifications, wording, etc. Includes small exercises/examples. |  |
| Intellectual Property Rights | N/A | 1h | Understanding ESA’s handling of intellectual property rights. |  |
| Product and Business Development Planning | TBD | TBD | Coming soon |  |