



Timeline			SOCIETY OF Biology		
January	February	March	April	Мау	June
Confirm funding Tender digital outputs Advertise jobs Appoint steering committee (CBWG) Release call for volunteers	 1st Stakeholder meeting – 28st Feb- focusing on who to celebrate and public engagement activities Pick digital company Discuss training with Emma and pick regional venues and trainers Pick/look at venues for launch events in Cotober 	 PO interviews (3^{rd/4th)} CBWG meeting (6th) CBWG select 25 people for possible plaques CBWG select 40 people for top 10 poll Contact Leander about design of plaques Design public engagement activities to be used 	 PO in place 2nd stakeholder meeting (4^m) focusing on format of events and educational resources Archival training for PO and PM Public engagement activities start to be used at science festival etc 40 volunteers identified for project 	Release winners of 'top 10' poll 10 commemorative plaque locations decided Plaques to start being made • Training to start being held for volunteers • Regional roles advertised and interviewed	 School engagement packs to start being designed 50 interviews start to be collected for the website and app Copy for website for 500 items starts to be drafted
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