

Monday, 24 May 2010			
08:00	Registration and Check-In		
09:15	Opening, Introduction (trainers, participants, CTM)		
09:30	Terminology Management arguments	Anja Drame, Gabriele Sauberer	
10:15	Coffee Break		
10:45	Introduction to Terminology Theory and Terminology Work	Heribert Picht	
12:30	Lunch Break		
14:00	Applied Principles of Terminology Work	Klaus-Dirk Schmitz	
15:00	Coffee Break		
15:30	Project Management Workshop	Gabriele Sauberer	
18:00	Get-to-know-each-other evening		
Tuesday, 25 May 2010			
09:00	Topic groups meeting/ Terminologists' breakfast		
10:00	Retrieving and validating relevant online information for terminology work	Klaus-Dirk Schmitz	
11:00	Coffee Break		
11:30	Data Categories and Modelling Principles for Terminology Management	Sue Ellen Wright	
12:30	Lunch Break		
14:00	Terminology Management Systems	Klaus-Dirk Schmitz	
15:00	Coffee Break		
15:30	Creating a database for terminology work	Wright/Schmitz/Picht	
Wednesday, 26 May 2010			
09:00	Topic groups meeting/ Terminologists' breakfast		
10:00	Case Studies: Terminology and Technical Documentation	Frieda Steurs	
11:00	Coffee Break		
11:30	The Business Case: Economic Issues and Rol of Terminology Management	Frieda Steurs	
12:30	Lunch Break		
14:00	Copyright Issues for Terminology Management	Sue Ellen Wright	
14:30	Terminology Standards – Types, Relevance, Use	Gerhard Budin, Sue Ellen Wright	
15:00	Coffee Break		
15:30	Organizational Terminology Policy: Team Work and Communication Skills	Kara Warburton	
Thursday, 27 May 2010			
09:00	Topic groups meeting/ Terminologists' breakfast		
10:00	Terminology & Software Localization	Klaus-Dirk Schmitz	
11:00	Coffee Break		
11:30	Terminology Management System – Demonstration Terminology work w. database	Kara Warburton	
12:30	Lunch Break		
14:00	Participants' Terminology Projects, Q & A Workshop	Anja Drame (moderator)	
15:30	Coffee Break		
16:00	Terminology Application Scenarios, Exercises	Anja Drame (moderator), all trainers	
18:00	Preparation Exam (ECQA Certified Terminology Manager - CTM) (voluntary, open for all participants)		
Friday, 28 May 2010			
09:00	Topic groups meeting/ Terminologists' breakfast		
10:00	New developments in terminology and the Semantic Web	Sue Ellen Wright	Or: CTM Exam
11:00	Coffee Break		
11:30	Advanced applications of terminology	Kara Warburton	Or: CTM Exam
12:30	Lunch Break		
13:00	TSS Certificates and Closing		

*Programme may be subject to modification